



AFFIRMATIVE ACTION PLAN

Dr. John B. Clark
President

Reporting Period: April 1, 2019 to March 31, 2020

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Western Connecticut State University
Affirmative Action Plan
September 14, 2020

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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 underutilized 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.

Under the Provisions of Sections 46a-60(b), 46a-80(b) or 86a-81(b) of the Connecticut General Statutes, equal opportunity, a distinctly different matter, is employment of individuals without consideration of age, color, religious creed, age, gender/sex, marital status, race, sexual orientation, gender identity or expression, genetic information (Section 46a-60(a)(11) of the Connecticut General Statutes, national origin, ancestry, intellectual disability (learning disability), past or present history of mental disability, physical disability (including but not limited to blindness, deafness, prosthetic use, etc.), 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 all of the noted 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 and/or workplace exposure and hazard to a person's reproductive system), 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. Either (or both) the Chief Diversity Officer and/or the Chief Human Resources Officer (or an assigned designee from the Human Resources Department) 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.

The Department Chairperson 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 Department Chairperson, 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 Diversity Officer and/or an assigned designee from the Human Resources Department reviews 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 Department will routinely meet with and instruct its membership regarding the University's recruitment policy and related institutional goals to diversify the pool of applicants/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 applicants/candidates for the purpose of achieving the hiring and promotional goals of diversity.


Before the Search Committee prepares and recommends a document known as the University Finalist Memorandum, to identify a list of the finalists, the Chief Diversity Officer and the Chairperson of the Search Committee will consult regarding good faith efforts made to obtain diversity, (if possible) obtain a goal candidate, and determine 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 and/or corresponding hiring authority 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 statement 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 2020 reporting period, Mrs. Jesenia Minier-Delgado has 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, Room 202B, 181 White Street, Danbury, Connecticut, 06810, and can be reached by telephone at (203) 837-8444 or by email at minierdelgadoj@wcsu.edu. Employees and others who wish to file a complaint of discrimination pertaining to academic and/or employment disparities in policies and practices at WCSU may do so by contacting Mrs. Minier-Delgado.


Dr. John B. Clark, President

August 19, 2020
Date

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, Western Connecticut State University (“WCSU” or “University”) 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) WCSU 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 January 30, 2020 following approval of the 2019 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.

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 December 31, 2021*). 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/>.

Cultural 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 (2) hours of mandatory (online) training session. **The listed employees who did not complete the two (2) hours of mandatory (online) training will be automatically scheduled for virtual (online) refresher training in the 2020-2021 reporting period.*

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	Gender/Ethnic Breakdown							
				WM	WF	BM	BF	HM	HF	OM	OF
Cultural Diversity Training	32	35	67	19	24	3	3	5	6	5	2
Sexual Harassment (Title IX) Refresher Training	41	30	71	24	19	13	9	8	12	10	11

Training Title	Total Number of Faculty	Total Number of Staff	Faculty/Staff Training Totals	Gender/Ethnic Breakdown								
				WM	WF	BM	BF	HM	HF	OM	OF	
FirstNet Sexual Harassment Online Training*	385	135	520									
Am I overreacting? Understanding & Combating Microaggressions	11	10	21									
Filling in the Gaps – Addressing Mental Health on WCSU’s campuses	20	24	44									
BOR/CSCU Cultural Diversity Training - Manchester Comm. College	69	78	137									
Marian Anderson Celebration and Feature Showcase	39	41	80									
Ethnic/Gender Training Totals:												

The University delivered numerous programs and activities along the diversity continuum. These programs and activities include, but are not limited to, the following: The MLK Community Celebration, Black/African American History Month, Asian-American/Pacific Islander Heritage Month, Hispanic Heritage Month, Domestic Violence Awareness Month, Women’s History Month, Sexual Assault Awareness Month programs, and the Macricostas Faculty Lecture Series. All of these campus programs were attended by all levels of the University administration.

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 31, 2020, 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
 Western Connecticut State University
 Midtown Campus, University Hall, Room 202B
 181 White St., Danbury, Connecticut 06810
 Telephone: (203) 837-8277
 Email: miniерdelgadoj@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, 2020 (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 2019 Plan.

Section B

Element No. 2(a)

**INTERNAL
COMMUNICATION**

Sec. 46a-68-79

(ATTACHMENTS AND DOCUMENTATION)

2019 EXECUTIVE SUMMARY OF THE AFFIRMATIVE ACTION PLAN

April 1, 2019 to March 31, 2020



Final Submitted: September 15, 2020

Office of Diversity and Equity

181 White Street

University Hall, Room 202B

Danbury, Connecticut 06810

Report contact: Mrs. Jesenia Minier-Delgado, Chief Diversity Officer/Title IX Coordinator

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ABSTRACT

Western Connecticut State University (“WCSU” or “University”) Affirmative Action Plan for Employment (“AAP” or “*the Plan*”) is a comprehensive, results-oriented set of procedures and programs that details the University’s strategy to eliminate discrimination; setting forth a good faith effort to attain hiring, promotional and programmatic goals; and to achieve equal opportunity for the university community.

INTRODUCTION

The University’s Office of Diversity and Equity (“ODE”) has completed the University’s AAP per Connecticut General Statute (CGS) §46a-68 and Sections 46a-68-75 to 46a-68-114, are inclusive. The *Plan* is a comprehensive, results-oriented set of procedures and programs that articulate the University’s strategy to combat discrimination, put forth a good faith effort to attain hiring goals, and to achieve equal employment opportunity.

The *Plan*’s objectives are to:

1. Establish hiring, promotional, and program goals that promote affirmative action;
2. Illustrate the University’s efforts to achieve a work force that is properly balanced and fully representational of the relevant labor market areas;
3. Quantitatively and qualitatively measure the University’s degree of success in accomplishing hiring, promotion, and program goals; and
4. Examine and eliminate any policy or employment practice that adversely affects members of protected classes.

The *Plan* is submitted annually for review and approval by the Connecticut Commission on Human Rights and Opportunities (“CHRO”). Within the 90-day review, CHRO evaluates the Plan to ensure that it contains all of the sixteen (16) required elements and meets the following standard(s) of review:

1. The work force, considered as a whole and by occupational category, is in parity with the relevant labor market area; or
2. The agency has met all or substantially all of its hiring, promotional and program goals; or
3. The agency has demonstrated every good faith effort to achieve such goals and despite if these reports has been unable to do so; and
4. The agency has substantially addressed deficiencies noted by the Commission in prior Plan reviews in accordance with Section 46a-68-10.

The University’s history of approvals has been based on CHRO’s acceptance that the University demonstrated every *good faith effort* to meet goals, rather than goal achievement. Connecticut General Statutes Sec on 46a-68-75 (v) defines good faith effort as:

... that degree of care and diligence which a reasonable person would exercise in the performance of legal duties and obligations. At a minimum, it includes all those efforts reasonably necessary to achieve full compliance with the law. Further, it includes additional or substituted efforts when initial endeavors will not meet statutory or regulatory requirements. Finally, it includes documentary evidence of all action undertaken to achieve compliance, especially where requirements have not or will not be achieved within the reporting period established pursuant to section 46a-68-92 of the Regulations of Connecticut State Agencies.

The 2019 *Plan* was **Approved** by CHRO, based on Reviewer, Neeva Vigezzi's ("Ms. Vigezzi") recommendation. All of Ms. Vigezzi's recommendations in the *Plan* evaluation have been addressed in the 2020 *Plan*.

WCSU WORKFORCE

The executive summary is intended to assist the University's ongoing efforts to diversify its workforce. The executive report has detailed demographic information organized by race and gender about the WCSU workforce, new hires, applicants and recruitment efforts. This 2019 update provides similar data and analyses as presented in past years, in a summarized format. The report includes the faculty and staff workforce, new hires (2018-2019), in-residence faculty, applicant pool data and historical hiring data. The data includes demographic information organized by race and gender.

The demographic profiles are obtained through voluntary self-identification by employees and applicants. The data specific to applicants and hiring reflects the time period of April 1, 2019 to March 31, 2020. The information in this report is compiled by ODE also utilizing data from State of Connecticut Department of Administrative Services ("DAS") CORE-CT Data System.

Definitions

Faculty: Assistant, Associate and Full Professors. Clinical faculty are included for the Schools of Professional Studies and Arts and Sciences. Adjunct faculty, (Part-time), Lecturer and Instructor positions are not included.

Staff: Management, State University Organization of Administrative Faculty ("SUOAF"), and Classified staff, which includes Secretarial/Clerical, Service/Maintenance, Technical/Paraprofessional, Skilled Craft Worker and Protective Service employees. Part-Time Staff, University/Research assistant and Graduate Assistants are not included.

Workforce: Faculty or staff (as defined above) employed as of April 1, 2019.

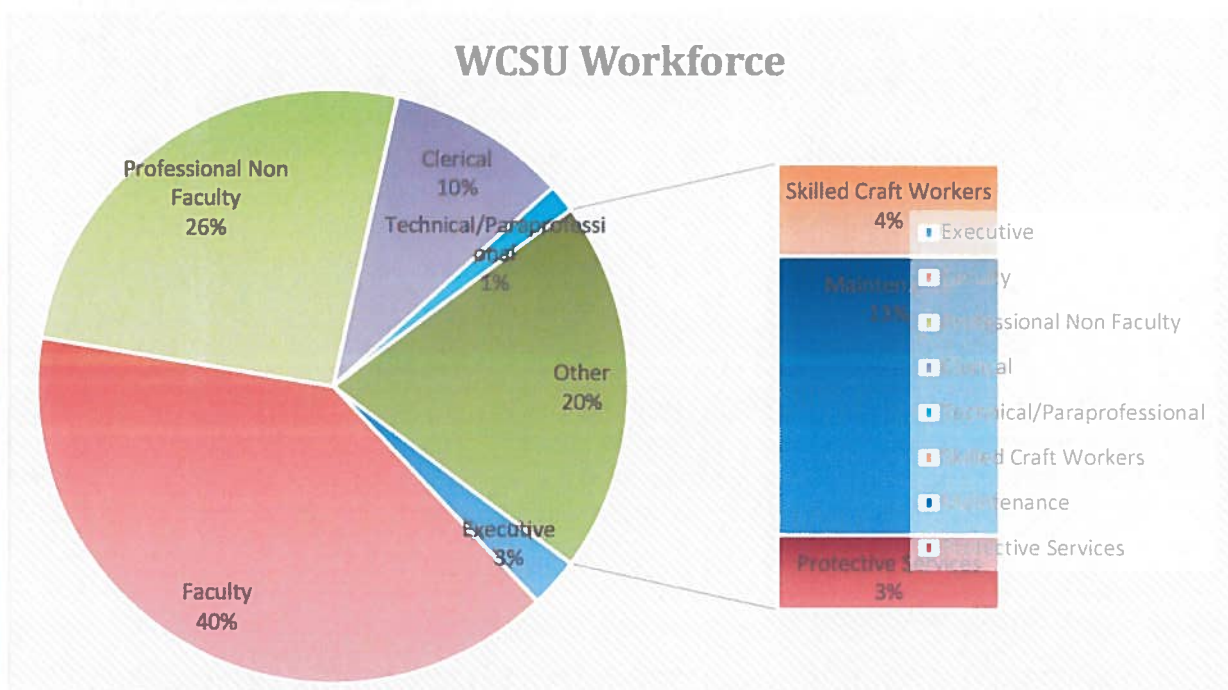
New Hires: Faculty or staff hired within the 12-month period of April 1, 2019 to March 31, 2020.

Race and Ethnicity Definitions*

- **White (Not of Hispanic Origin):** All people having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- **Black (Not of Hispanic Origin):** All people having origins in any racial groups of Africa.
- **Hispanic or Latino:** All people having Puerto Rican or Mexican origins, or all people of Cuban, Central, or South American, or other Spanish culture or origin, regardless of race.
- **Asian:** All people in the groups of Asian/Pacific Islander; Asian (all people having origins in any of the original peoples of China, Japan, Korea, Eastern Asia, Southeast Asia, the Indian subcontinent (including Pakistan) or the Pacific Islands including the Philippines).
- **Native American:** Native American Indian or Alaskan Native (all people having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliation or community attachment). Note: Native American data is not included in applicant data due to the not statistically significant number of applicants self-identifying as Native American.
- **Two or More Races:** All persons identifying with 2 or more of the following races: White, Black, Hispanic, Asian, Native American.

**Taken from the Equal Employment Opportunity Commission (EEOC) regulations*

Workforce Percentage(s)



Of the combined WCSU workforce of **591**, the above noted diagram features:

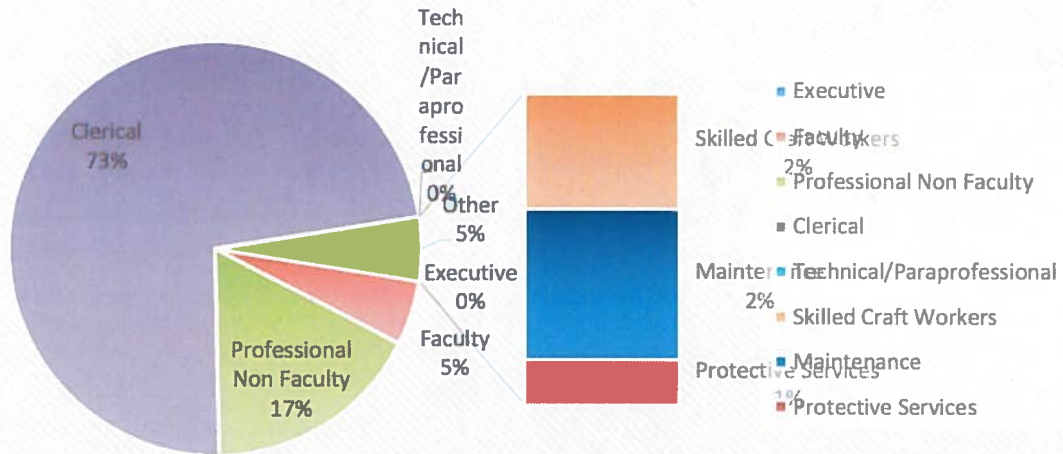
- 57.5%** are Professional and Administrative Staff
- 39.8%** are Professorate/Faculty
- 2.7%** are Executive/Management

Of the combined WCSU workforce of **591**, the ethnic/gender composition is:

- | | |
|---|---------------------------|
| Ethnic Composition | Gender Composition |
| 73.4% White | 48.4% Female |
| 7.2% Black | 51.6% Male |
| 9.2% Hispanic | |
| 10.0% Asian/Pacific Islander (Other) | |

Applicants Figures for 2019-2020 Searches

WCSU Applicant Figures



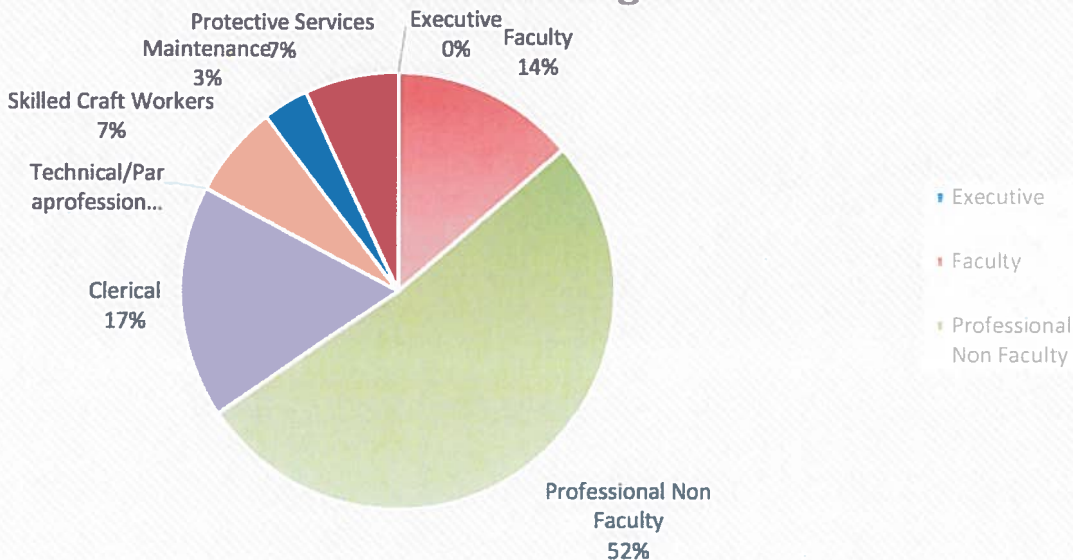
There were 2,112 applicants for WCSU searches from April 1, 2019 to March 31, 2020 with the following ethnic/gender composition:

Ethnic Composition
 26.3% White
 8.4% Black
 9.2% Hispanic
 56.1% Asian/Pacific Islander (Other)

Gender Composition
 80.9% Female
 19.1% Male

New Hires in 2019-2020

New Hire Figures



There were 29 new hires from April 1, 2019 to March 31, 2020 with the following ethnic/gender composition:

Ethnic Composition		Gender Composition	
69.0%	White	51.7%	Female
6.9%	Black	48.3%	Male
17.2%	Hispanic		
6.9%	Asian/Pacific Islander (Other)		

GOAL ACHIEVEMENT

A hiring or promotional goal is set for each instance of underutilization of a race and/or gender group in any given job category. The utilization of race and/or gender groups is determined by comparing the representation of these groups in our work-force with the availability in the labor market. Underrepresentation in a specific race and/or gender group is based on the difference in percentages between the current workforce and the availability in the labor market. Hiring goals are then set based on the number of positions needed in order for the workforce to reach parity with the available population in the labor market. A promotional goal is set for each instance of underutilization of a race and/or gender group in any given job category. Promotional goals are set in lieu of or in addition to hiring goals, based on the historical pattern of fulfilling positions. This historical pattern is utilized when calculating the availability base for job categories. Because of the constantly changing labor market and University workforce, goals are updated annually.

Hiring Goals

For this reporting period, WCSU established and met seven (7) hiring goals and acquired twenty-nine (29) new hires. Hiring occurred in the occupational categories of Executive, Faculty (Associate and Assistant Professor), Professional Non-Faculty, Clerical (All Titles), Skilled Craft Workers, Maintenances (including Custodian) and Protective Services. Since goal achievement cannot take place in categories where hiring did not occur, no goals attributable to the categories of Professor, Associate Professor and Technical/Paraprofessional EEO categories. These identified goals were not achievable, and therefore, no established goals were identified as achievable goals.

EEO Category	Hires	Goals	Goals Achieved	Percent of Goal Achievement
Executive	0			
Faculty (Professor)	0			
Faculty (Associate Prof.)	1			
Faculty (Assistant Prof.)	3	2 BM, 2 BF, 2 HM and 3 OF	1 goal achieved	11%
Professional Non-Faculty	15	6 WM, 4 WF, 1 BM, 1 HM, 2 HF, 1 OM	5 goals achieved	33%
Technical/Paraprofessional	0			
Clerical	5	3 WM, 1 BM, 1 HM	0 goals achieved	N/A
Skilled Craft Workers	2	1 BM and 6 HM	0 goals achieved	N/A
Service Maintenance	1	1 BM, 2 BF, 4 HM, 1 HF	0 goals achieved	N/A
Protective Service	2	1 WM and 1 HF	1 goal achieved	50%
Total	29	46 goals established	7 goals achieved	15 %

Of the twenty-nine (29) new hires that occurred during this reporting period, seven (7) or fifteen percent (15%) met established reachable hiring goals. Additionally, in its commitment to diversify the University hired ten (10) members from underrepresented groups that did not meet established goals:

1. One (1) new hire identified as Other Male in the Associate Professor category;
2. One (1) new hire identified as White Female from the Assistant Professor category;
3. Four (4) new hires identified as one (1) Hispanic Male, two (2) Hispanic Female and one (1) Other Male Professional/Non-Faculty category;
4. Two (2) new hires identified as one (1) Black Female and one (1) Hispanic Female from the Secretarial/Clerical category;
5. One (1) new hire identified as a White Female from the Skilled Trades Worker category; and
6. One (1) new hire identified as a Hispanic Female from the Protective Services category.

In all, ten (10) out of the twenty-nine (29) new hires, or twenty-four percent (34%), were not goal candidates but new hires from historically underrepresented groups, including White females.

For a full explanation, see Section 46a-68-90, Goals Analysis.

Promotional Goals

For this reporting period, WCSU established and met six (6) promotional goals and acquired seventeen (17) faculty and staff who were promoted. Promotions occurred in the occupational categories of Executive, Faculty (Professor, and Associate Professor), Service Maintenance and Protective Services. Since goal achievement cannot take place in categories where promotions did not occur, no goals attributable to the categories of Assistant Professor, Professional Non-Faculty, Technical/Paraprofessional, Clerical (all titles) and Skilled Craft Worker EEO categories. These identified goals were not achievable, and therefore, no established goals were identified as achievable goals.

EEO Category	Promotions	Goals	Goals Achieved	Percent of Goal Achievement
Executive	2	N/A	N/A	N/A
Faculty (Professor)	6	4 BM, 7 OM and 7 OF	2 goal achieved	10%
Faculty (Associate Prof.)	9	5 WM, 5 WF, and 2 HF	4 goals achieved	33%
Faculty (Assistant Prof.)				
Professional Non-Faculty				
Technical/Paraprofessional				
Clerical				
Skilled Craft Workers				
Service Maintenance				
Protective Service				
Total	17	30 goals established	6 goals achieved	20%

Of the seventeen (17) promotions that occurred during this reporting period, six (6) or thirty-five percent (35%) met established reachable promotional goals. Additionally, in its commitment to diversify the University promoted eight (8) members from underrepresented groups that did not meet established goals:

1. One (1) promotion identified as White Female from the Executive category;
2. Two (2) promotions identified as one (1) White Female and one (1) Hispanic Male from the Professor category;
3. Five (5) promotions identified as one (1) Black Female, one (1) Hispanic Male, one (1) Other Male and two (2) Other Female from the Associate Professor category;

In all, eight (8) out of the seventeen (17) promotions, or forty-seven (47%) percent were not goal candidates but promotional candidates from historically underrepresented groups, including White females.

For a full explanation, see Section 46a-68-90, Goals Analysis.

Hiring and Promotional Goals Summary

Based on Section 46a-68-40, Utilization Analysis, the University has established the following hiring and promotional goals for the period of April 1, 2020 through March 31, 2021.

EXECUTIVE

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
2	White Females		
1	Black Female		
1	Other Male		
1	Other Female		

FACULTY - PROFESSOR

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
		4	Black Male
		7	AAIANHNPI Male
		7	AAIANHNPI Female

FACULTY – ASSOCIATE PROFESSOR

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
		5	White Male
		5	White Female
		2	Hispanic Female

FACULTY – ASSISTANT PROFESSOR

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
2	Black Male		
2	Black Female		
2	Hispanic Male		
3	AAIANHNPI Female		

PROFESSIONAL NON-FACULTY

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
6	White Female		
1	Black Male		
8	Black Female		
1	AAIANHNPI Female		

SECRETARIAL/CLERICAL

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
3	White Male		
1	Black Male		
1	Hispanic Male		

SECRETARIAL/CLERICAL – SECRETARY 2

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
3	Black Female		

TECHNICAL/PARAPROFESSIONAL

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
1	Black Male		
1	Hispanic Female		

SKILLED CRAFT WORKERS

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
1	Black Male		
6	Hispanic Male		

SERVICE MAINTENANCE

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
1	Black Male		
2	Black Female		
4	Hispanic Male		
1	Hispanic Female		

SERVICE MAINTENANCE - CUSTODIANS

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
4	White Male		
1	Black Female		
2	Hispanic Male		
3	Hispanic Female		

PROTECTIVE SERVICES

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
1	White Male		
1	Hispanic Male		

PROGRAM GOALS: WHAT IS ACCOMPLISHED?

The University did not identify any employment policy or practice that adversely affects any minority group candidates, including physically disabled, older persons, or women. The University will, however, continue to take a critical look at its employment processes and if disparities occur, the University will initiate a goal to remove such impact and improve the processes. In order to foster a campus climate of inclusion and diversity, to ensure equal rights for all the various groups that make up the University community and to educate our students toward appreciation for diversity, the University will:

Recruitment and Equitable Search Process

The Human Resource Department and the Office of Diversity and Equity will identify other recruitment sources for classified positions, especially for Skilled Craft Workers, Custodians and Service Maintenance positions.

Completion Date: June 2021

Responsible Person(s): Chief Diversity Officer and Chief Human Resource Officer

Promotion of Equal Opportunity and Harassment-Free Workplace

Staff/Faculty Training needed:

The Office of Diversity and Equity will continue to provide training focused specifically on implicit bias in the workplace and offer it, as part of the Cultural Diversity Training, on an annual basis. All employees will be invited to attend, but supervisors, administrators and department chairpersons will be especially targeted.

The Office of Diversity and Equity, in conjunction with members of the Division of Student Affairs and the Human Resource Department, will provide a new, comprehensive online Title IX (sexual misconduct, sexual harassment) training for employees, graduate students and undergraduates.

Completion Date: January 2021

Responsible Person(s): Provost, Vice President for the Division of Student Affairs, Chief Diversity Officer, Chief Human Resource Officer and Members of the Division of Student Affairs

Subject: WCSU Affirmative Action Plan
Date: Friday, January 31, 2020 at 3:41:02 PM Eastern Standard Time
From: Office of Diversity and Equity <ode@wcsu.edu>
To: users-aca <users-aca@wcsu.edu>, users-adm <users-adm@wcsu.edu>, users-stu <users-stu@wcsu.edu>
Attachments: University Memo on Affirmative Action Plan (rev. 1.31.2020).pdf, image007.jpg, image008.png, image009.png

Greetings and welcome back to the Spring 2020 semester!

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 WCSU Affirmative Action Plan, contain a notice to the university community on their right to review and comment on the Plan during the review period. From January 1st to March 31st is when a requestor can either request to obtain a copy of the Plan and/or review and comment on the Plan.

Thank you,
Office of Diversity & Equity

OFFICE OF DIVERSITY & EQUITY
Western Connecticut State University
181 White Street, Danbury, Connecticut 06810
Phone: (203) 837-8444 | Fax: (203) 837-8503
Visit our website: <https://www.wcsu.edu/diversity/>



Aspire.

CONFIDENTIALITY NOTICE: The contents of this email message and any attachments are intended solely for the above-mentioned recipient(s) and may contain confidential and/or privileged information. If you are not the intended recipient(s) of this email or the email has been addressed to you in error, please notify the sender immediately and delete it and any attachments. Any dissemination, copying or action taken in reliance upon this message by anyone other than the intended recipient(s) is strictly prohibited.



OFFICE OF DIVERSITY & EQUITY

MEMORANDUM

TO: All Students, Faculty and Staff

FROM: Jesenia Minier-Delgado
Chief Diversity Officer

DATE: January 31, 2020

RE: 2019 Affirmative Action Plan

Greetings and welcome back to the Spring 2020 semester!

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

From January 1st to March 31st is when a requestor can either request to obtain a copy of the Plan and/or review and comment on the Plan. You may review and comment on the Plan during the above-mentioned review period, and comments should be addressed to:

Mrs. Jesenia Minier-Delgado, Chief Diversity Officer
University Hall 202B
181 White St., Danbury, CT 06810
Telephone: (203) 837-8444
Email: ode@wcsu.edu

In accordance with this practice, after notification from CHRO on the disposition of the Plan, a written (and emailed) notice is sent to advise the university community on the linked electronic access to the filed (and approved) Plan at: <https://www.wcsu.edu/diversity/wcsu-approved-affirmative-action-plans/>.

During this time, please feel free to send any noted questions and/or comments about this action or to request a paper copy of the Plan. Thank you.

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?

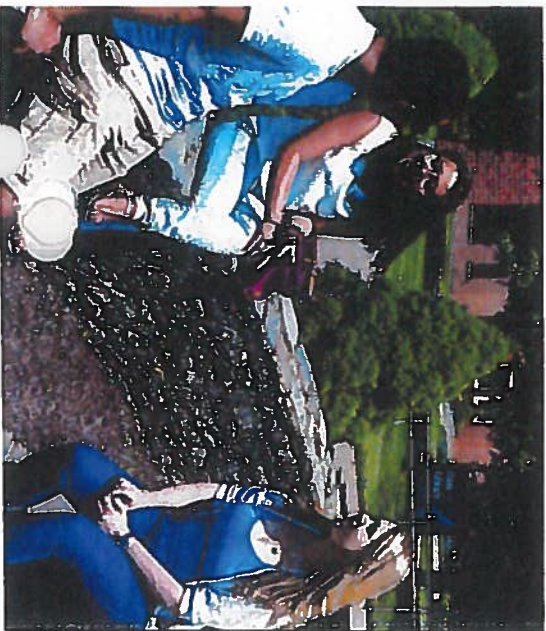
Documents and discussions pertaining to applicants and the search committee are confidential. In accordance with the State's record retention schedule, search committee documents and records (not an individual's notes) must be retained for three years after the conclusion of a campus search. Search committee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



A Guide for SEARCH COMMITTEES

For more information, please contact:

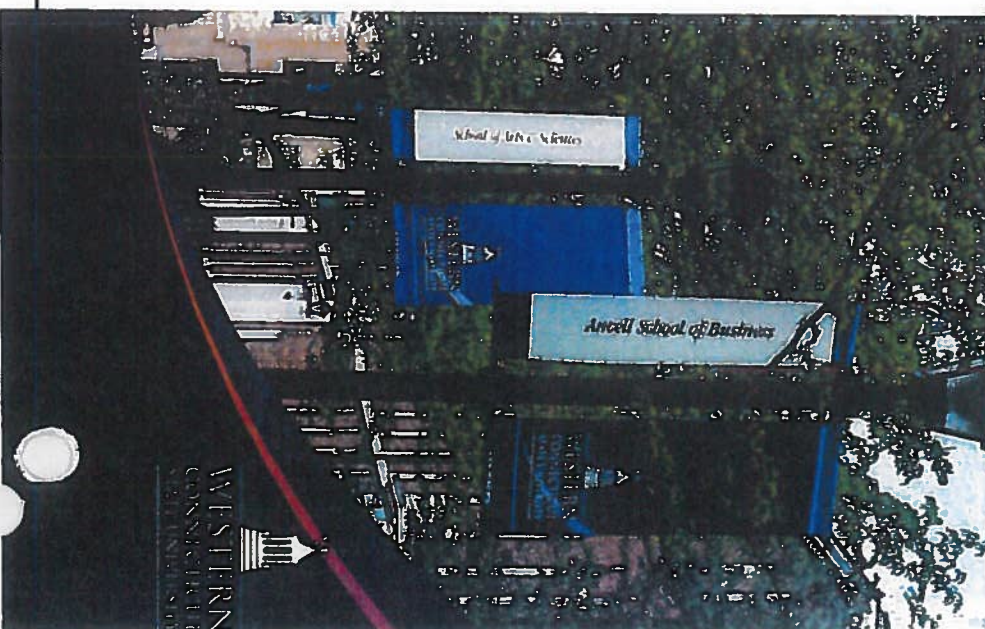
Jesenia Minier-Delgado, Chief Diversity Officer
University Title IX and ADA Coordinator
Office of Diversity and Equity
University Hall, Room 214
Telephone: (203) 837-8444
Email: minierdelgadoj@wcsu.edu



**WESTERN
CONNECTICUT
STATE UNIVERSITY**



101 White Street, Danbury, CT 06810





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 titled 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 composition of a search committee.

When is a search committee formed?

As soon as a position is approved for recruitment, a 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 charges 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. Candidates 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 first meeting as a search committee, you will be given various materials from the hiring supervisor. He and the Chief Diversity Officer will provide 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 selection process. The initial meeting also introduces you to the Search Committee Chairperson, as well as discusses an established time frame for conducting the search committee's work. The Search Committee Chairperson is the liaison to the Chief Diversity Officer and coordinates future meetings with the search committee. The search committee establishes screening criteria within the position description/guidelines of the position announcement. Those 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 facultywtae@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.



Office of Diversity and Equity

[You are here](#) > [Home](#) > [Office of Diversity and Equity](#) > [Search Procedures](#)

Office of Diversity and Equity (ODE)

Mission

Welcome Message from the Chief Diversity Officer

(Approved) University Affirmative Action Plans

Americans With Disabilities Act (ADA) University Statement

Committee(s) and/or Working Group(s)

University Minority Recruitment and Retention Resources

Diversity Programming and Training(s)

Not Anymore/Title IX Online Training Portal

Discrimination Complaints

Search Procedures

The University's search procedures are interpreted from the Affirmative Action Plans by State Government Agencies 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 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
- AAUP – Faculty

Search Committee Interview Simulation Exercise

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.

Diversity Resources and Information

University Policies and Procedures

Search Procedures

What is Title IX and CaRRT?

Campus Response & Resource Team

Undocumented Student Support Services

University Transgender Guidance

LGBTQ+ Resources (new page coming soon)

Contact Us

Search Documents/Forms

University Search Plan (PDF)

Conflict of Interest Disclosure Form

Sample Applicant Screening Grid

Diversity Resource Guide (PDF)

Best Practices with Interview Biases Sheet (PDF)

Sample Interview Guide/Grid (PDF)

University Finalist Memorandum (DOCX)

**WESTERN
CONNECTICUT
STATE
UNIVERSITY**

Who are you?

- Future Students
- Current Students
- Alumni & Parents
- Faculty & Staff
- Donors & Friends
- Colonial Sports Fans

Quick Links

- A to Z Index
- Maps & Directions
- Academics
- Athletics
- Blackboard Learn

Contact us!

Western Connecticut State University
101 White Street
Danbury, CT 06810

303.437.5506

Contact the University

Questions? Chat with us!



HR/ODE PAF INFORMATION (DO NOT FILL)

SEARCH NO.: _____

POSITION TITLE: _____

OFFICE OF DIVERSITY & EQUITY

UNIVERSITY SEARCH PLAN

INSTRUCTIONS: Please fill and complete all sections of this form. You must attach the approved Position Action Form (PAF) and Organizational Chart (if needed). Submission of an incomplete search plan will be returned.

Requestor's Name/Title: _____ PAF Approval Date: ____/____/____
Department: _____ Request Date: ____/____/____
Office/Contact Number: _____ Email Address: _____

POSITION CLASSIFICATION:

Position Name: _____

- MANAGEMENT/CONFIDENTIAL
- ADMINISTRATIVE & RESIDUAL
- CLERICAL
- SUOAF
- AAUP (UNIVERSITY FACULTY)
- MAINTENANCE
- POLICE (CT FIRE AND POLICE UNION)

POSITION STATUS:

VACANCY/REFILL POSITION REPOSTING Number of positions to fill: _____

SEARCH COMMITTEE COMPOSITION:

INSTRUCTIONS: List the proposed Chairperson and search committee participants. Give careful consideration to a diverse search committee. Before you make any selection, please extend an invitation to the proposed participant(s) listed to serve and include in the below chart. Final confirmation of the proposed search committee selection will be made by the Chief Diversity Officer based on the following:

- Has the participant served on three or less campus searches in an academic year?
- Does the participant have direct/collaborative knowledge of the position, department needs and challenges?
- Can the participant provide fair and impartial judgment with the applicant/interview process?
- Can the participant commit to a minimum of a three (3) month (or less) timeframe depending on the campus search?

No.	Participant Name (First/Last Name)	Department/Division	Position/ Title	(Select) Direct or Collaborative Affiliation	To be completed by either CDO or Human Resources	
					Gender	Race
1.	Chairperson:					
2.						
3.						
4.						
5.						
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

WWW.WCSU.EDU/DIVERSITY

WESTERN CONNECTICUT STATE UNIVERSITY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER



HR/ODE PAF INFORMATION (DO NOT FILL)

SEARCH NO.: _____

POSITION TITLE: _____

OFFICE OF DIVERSITY & EQUITY

RECRUITMENT SOURCES:

INSTRUCTIONS: Please list all planned recruitment activities, including contacts with colleges and universities, advertisement(s) in professional journals and/or newspapers, use of certification lists and/or applications on file. Describe recruitment activities to attract applicants from under-represented groups to this pool of applicants.

HUMAN RESOURCES OFFICE ADVERTISEMENT SOURCES:

- CHRONICLE FOR HIGHER EDUCATION
- DIVERSE: ISSUES IN HIGHER EDUCATION
- OTHER: _____
- INTERNAL SUOAF POSTING
- INTERNAL BOR POSTING
- HIGHEREDJOBS.COM

WCSU DIVERSITY RESOURCE GUIDE SELECTION(S):

PROFESSIONAL ASSOCIATIONS/ORGANIZATIONS:

DIVERSITY WEBSITES/PUBLICATIONS:

UPCOMING CONFERENCES/MEETINGS NOTICE(S):

SEARCH CERTIFICATION:

I, _____, affirm my time commitment as the Chairperson of the search committee and understanding on maintaining confidentiality of the employment deliberations as prescribed by CSCU Policy and the guidelines set forth in the campus search.

Chairperson Signature: _____ Date: ____/____/____

DEPARTMENT/DIVISION AFFIRMATION:

Dean/Director Signature: _____ Date: ____/____/____

Vice President's Signature: _____ Date: ____/____/____

Search Plan Approval Status:

- Search Plan Approved
- Search Plan Modified
- Search Plan Returned

CDO Signature: _____ Date: ____/____/____

Comments: _____

SAMPLE LETTER
RE: INTRODUCTION RECRUITMENT SOURCE

Directions: This letter can be sent (via regular mail or e-mail) to identified centers/institutes/associations. The purpose of the letter is to advise these recruitment sources about the university's open position, and to encourage the representatives to assist in our recruitment efforts. No commitment or offer for a site visit is extended. Should the representative respond, the next step would be to direct the representative (if you're not comfortable) to the Office of Diversity and Equity. Please remove the instructions and above-noted label and print on university letterhead.

Dear [INSERT CENTER/INSTITUTE RECRUITMENT REP NAME],

Western Connecticut State University has initiated university-wide recruitment initiatives to diversity and retain the best workforce, as it pertains to Connecticut State regulations related to Affirmative Action (AA) and Equal Employment Opportunity (EEO). As part of our commitment to AA/EEO, we are committed to recruiting highly qualified job seekers; and that those applicants are considered for employment without regard to their age, race, color, religion, sex, national origin, or status as a qualified individual with a disability or veteran credentials.

Your support and shared commitment to assist us with our employment needs would be greatly appreciated. This contact is to solicit your assistance in promoting open positions that are identified throughout the academic year, and help in identifying qualified applicants for consideration. Whenever possible, we ask that you please refer qualified applicants who are interested to our university to visit the human resources webpage at <http://www.wcsu.edu/hr/> to obtain information about our open employment opportunities.

Although, we specifically request that [INSERT CENTER/INSTITUTE NAME] refer applicants who identify in the mentioned protected groups, please note that [INSERT CENTER/INSTITUTE NAME] can refer all qualified applicants regardless of their age, race, color, religion, sex, national origin, or status as a qualified individual with a disability or veteran credentials. By referring qualified applicants, you are providing valuable assistance to our Affirmative Action commitments.

Thank you in advance for your cooperation.

Sincerely,

[REMOVE IF SEARCH CHAIRPERSON WILL CONDUCT RECRUITMENT]

Jesenia Minier-Delgado
Chief Diversity Officer
Office of Diversity and Equity

Or

[REPLACE WITH DEPARTMENT CHAIRPERSON]

Missy Alexander, PhD
Vice President/Provost
Division of Academic Affairs

Enclosure

SAMPLE LETTER
RE: INTRODUCTION RECRUTIMENT SOURCE

Dear [INSERT CENTER/INSTITUTE RECRUITMENT REP NAME],

Western Connecticut State University has initiated university-wide recruitment initiatives to diversity and retain the best workforce, as it pertains to Connecticut State regulations related to Affirmative Action (AA) and Equal Employment Opportunity (EEO). As part of our commitment to AA/EEO, we are committed to recruiting highly qualified job seekers; and that those applicants are considered for employment without regard to their age, race, color, religion, sex, national origin, or status as a qualified individual with a disability or veteran credentials.

Your support and shared commitment to assist us with our employment needs would be greatly appreciated. This contact is to solicit your assistance in promoting open positions that are identified throughout the academic year, and help in identifying qualified applicants for consideration. Whenever possible, we ask that you please refer qualified applicants who are interested to our university to visit the human resources webpage at [INSERT WCSU HUMAN RESOURCES WEBPAGE] to obtain information about our open employment opportunities.

Although, we specifically request that [INSERT CENTER/INSTITUTE NAME] refer applicants who identify in the mentioned protected groups, please note that [INSERT CENTER/INSTITUTE NAME] can refer all qualified applicants regardless of their age, race, color, religion, sex, national origin, or status as a qualified individual with a disability or veteran credentials. By referring qualified applicants, you are providing valuable assistance to our Affirmative Action and Equal Employment Opportunity commitments.

Thank you in advance for your cooperation.

Sincerely,

Jesenia Minier-Delgado
Chief Diversity Officer
Office of Diversity and Equity

Or

Missy Alexander, PhD
Vice President
Division of Academic Affairs

SAMPLE LETTER
RE: OUTREACH TO POTENTIAL APPLICANTS

Directions: This letter can be sent (via regular mail or e-mail) to identified applicants. The purpose of the letter is to advise an applicant that their professional background fits the open position, and to encourage the applicant to submit a complete application. No commitment or offer for a site visit is extended. Should the applicant respond, the next step would be to direct the applicant to apply for the position through a recruitment source. Please remove the instructions and above-noted label and print on university letterhead.

Dear [APPLICANT NAME],

The letter is to advise that the [list department name and/or Office of Diversity and Equity] at Western Connecticut State University is in receipt of your name [or graduation status] by way of [mention method of receipt] and were interested to see if you had considered our university in your search for a new and fulfilling position. Your professional background appears to be promising and we would like to review your credentials in more detail against our current need.

At this time, Western Connecticut State University is seeking a qualified candidate for a [position title] to join our [select term: faculty or staff] in the [Department Name]. The Connecticut State College and University (CSCU) system offers a comprehensive benefit package not to mention the [mention positive quality of life or office culture issues]. [Explain key elements of WCSU/department practices].

We ask that you review the enclosed position announcement to obtain more detail about the described position and application process. If you are interested, please formally submit a cover letter, resume/CV, and the names, addresses, and telephone contacts of three identified references as one (PDF or MSWord) document by or before 11:59 p.m., on [identify closing date].

Western Connecticut State University offers great access to staff resources, easy access to New York City, and as a CSCU campus, we strive to respect differences, but more importantly, leverage the talents of all members of the university community in order to foster academic and administrative excellence. For more information on Western, please visit <http://www.wcsu.edu/default.asp>. Thank you.

Sincerely,

[REMOVE IF SEARCH CHAIRPERSON WILL CONDUCT RECRUITMENT]

Jesenia Minier-Delgado
Chief Diversity Officer
Office of Diversity and Equity

Or

[REPLACE WITH DEPARTMENT CHAIRPERSON]

Missy Alexander, PhD
Vice President
Division of Academic Affairs

Enclosure

SAMPLE LETTER
RE: OUTREACH TO POTENTIAL APPLICANTS

Directions: This letter can be sent (via regular mail or e-mail) to identified applicants. The purpose of the letter is to advise an applicant that their professional background fits the open position, and to encourage the applicant to submit a complete application. No commitment or offer for a site visit is extended. Should the applicant respond, the next step would be to direct the applicant to apply for the position through a recruitment source. Please remove the instructions and above-noted label and print on university letterhead.

Dear [APPLICANT NAME],

The letter is to advise that the Office of Diversity and Equity at Western Connecticut State University is in receipt of your name [or graduation status] by way of [mention method of receipt] and were interested to see if you had considered our university in your search for a new and fulfilling position. Your professional background appears to be promising and we would like to review your credentials in more detail against our current need.

At this time, Western Connecticut State University is seeking a qualified candidate for a [position title] to join our [select term: faculty or staff] in the [Department Name]. The Connecticut State College and University (CSCU) system offers a comprehensive benefit package not to mention the [mention positive quality of life or office culture issues]. [Explain key elements of WCSU/department practices].

We ask that you review the enclosed position announcement to obtain more detail about the described position and application process. If you are interested, please formally submit a cover letter, resume/CV, and the names, addresses, and telephone contacts of three identified references as one (PDF or MSWord) document by or before 11:59 p.m., on [identify closing date].

Western Connecticut State University offers great access to staff resources, easy access to New York City, and as a CSCU campus, we strive to respect differences, but more importantly, leverage the talents of all members of the university community in order to foster academic and administrative excellence. For more information on Western, please visit <http://www.wcsu.edu/default.asp>. Thank you.

Sincerely,

Jesenia Minier-Delgado
Chief Diversity Officer
Office of Diversity and Equity

Or

Missy Alexander, PhD
Vice President
Division of Academic Affairs

Enclosure



OFFICE OF DIVERSITY AND EQUITY

**DIVERSITY RESOURCE GUIDE
FOR
JOB ADVERTISEMENTS**

DRAFTED 7.14.2017
FINALIZED ODE 8.15.2017
UPDATE ODE 9.28.2018

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.Imdiversity.com

Minority Executive Search

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

Minority Online 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 10005
(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 Coalition 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 10005
(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 Corporate 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.oceanatl.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, Florida 33322
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 NJ

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 Hwy, 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.ccnycuny.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.noiaaw.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 Assitance 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 Drive, Suite 204
Huntersville, NC 28078
(704) 947-7779 (Phone)
www.ahead.org

Job Accommodation Network

P. O. Box 6080
Morgantown, WV 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 Avenue, NW
Washington, DC 20210
(866) 487-2365 (General inquiries)
(877) 889-5627 (TTY)
www.dol.gov/odep

MUTICULTURAL

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)

Or

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

RESOURCES

AFRICAN AMERICAN

African-American Institute

Graybar Building
420 Lexington Avenue, Suite 1706
New York, NY 10170

www.aaionline.org

Contact 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.africanstudies.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: ABSLISTSERV@yahoogroups.com

Contact: Evita Bynum, Exec. Officer

www.blacksociologists.org

HIGHER EDUCATION

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
Washington, DC 20006
(202) 508-3710 (phone)
(202) 508-3711 (fax)
www.apri.org

***The Journal of Blacks in Higher Education**

200W. 57th Street, Suite 1304
New York, 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 Association for Affirmative Action

888 16th Street, 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.asp

Hire Ed Jobs

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

**High Education Recruitment 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 Resident Center

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

NOTICE OF 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 Diversity, Title IX, and ADA Coordinator Office of Diversity and Equity	University Hill, Room 2114 (203) 837-8444, jminier@wcsu.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 WCSU Police Department	Dr. James Beach Avenue (203) 837-9301, roconnor@wcsu.edu
Lieutenant Richard Montefusco WCSU Police Department	Dr. James Beach Avenue (203) 837-9099, montefusco@wcsu.edu
University Police Dispatch Center WCSU Police Department	Dr. James Beach Avenue (203) 837-9360
Charles Alexander, Director Office of Judicial Affairs	200 North Street East, Room 200 (203) 837-8770, calexander@wcsu.edu
Dr. Walter Cramer, Director of Academic Division of Student Affairs	200 North Street East (203) 837-9769, wacramer@wcsu.edu
Counseling Center	200 North Street East, Room 200 (203) 837-8690, CounselingCenter@wcsu.edu
The Women's Center for Greater Danbury Rayna Hawlock, Coordinator Email: rayna.hawlock@womenscenterforgrd.org	100 Park Avenue, Room 105-C (203) 837-3939
Sydney Trezza, Coordinator Email: sytrezza@wcsu.edu , sytrezza@wcsu.edu	Executive Campus Center, 3rd Floor, Room 3102 By Appointment Only
Women's Center Helpline: 203-731-5209 Sexual Assault Helpline: 203-731-5294 Domestic Violence Helpline: 203-731-5205	West Green Street, 2nd Floor, Suite 205B



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 ("WCSU" or "University") sends, on a regular basis, written expression of the University's commitment to diversely recruit for current positions.

(b) WCSU 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 (see attached documentation).
 - (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 WCSU 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 any references 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-60a 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.

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

HBCU Connect: 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.

UnivSearch Higher Education Directory: 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.

WCSU 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:

CSU Diversity and Equity Committee – 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.

Danbury Youth Services – 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.

The Global Majority – 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.

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

Hord Foundation – 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, WCSU 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 (“WCSU” or “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 2019 and the 1st through 3rd Quarters of FY 2020 (see attached documentation).

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 ("DAS") 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 Connecticut Commission on Human Rights and Opportunities (“CHRO”). 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.

The March 31, 2020 report provides the yearly summary of the total dollar contracts and number of contracts awarded for the FY 2020 (see attachments and documentation provided). 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 allow 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.

WCSU 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 FISCAL YEAR 2019
 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 digital copy of this form to Donald.Braman@ct.gov.

Fiscal Year Quarter **1ST / 2ND / 3RD / 4TH** Fiscal Year Period

ENTER THIS QTR- 4th

Agency Name:	Western Connecticut State University	Agency Number:	7803
Prepared by:	Mark R. Case	E-mail:	casem@wcsu.edu
Tel. # -	203-837-8657	Address:	

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. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$1,334,249.46	25	\$1,768,913.22	63

3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only. <i>PLEASE CATEGORIZE:</i>				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)	\$2,694.03	1	\$16,654.03	3
D) Disabled Individual (D)	\$12,200.00	1	\$12,200.00	1
E) Hispanic (H)	\$257,000.00	2	\$275,100.00	4
F) Iberian Peninsula (I)	\$12,275.95	1	\$12,275.95	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)	\$176,316.80	4	\$289,963.42	12
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) 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)				
W) Disabled Iberian Peninsula American Woman (DW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S, T, U, V, & W)	\$12,200.00		\$12,200.00	
WBE TOTAL (Lines L - W)	\$176,316.80		\$289,963.42	
MBE TOTAL (Lines A - W)	\$460,486.78		\$606,193.40	

Back-Up Sheets require Totals for each MBE Category

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter

4th

Fiscal Year Period:

ENTER THIS QTR- 4th

Agency Name:	Western Connecticut State University	Agency Number:	7803
Prepared by:	Mark R. Case	E-mail Address:	casem@wcsu.edu
Tel. # -	203-837-8657	<small>Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CIBRO @ 35 SIGOURNE ST. Hartford CT 06183</small>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$132,627,479.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$3,584,774.00
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$ 896,193.50
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$ 224,048.38

	QUARTER	Number	YEAR TO DATE	Number
	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
5) Total Agency FY Expenditures for Purchases and Contracts	\$1,568,909.06	1,998	\$14,605,098.62	4,884
6) Total Agency FY Expenditures for Purchases and Contracts from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$229,867.92	17	\$1,149,544.20	113

7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)	\$3,902.06	2	\$182,187.79	6
D) Disabled Individual (D)				
E) Hispanic (H)			\$2,159.00	1
F) Iberian Peninsula (I)	\$11,124.29	2	\$37,027.54	10
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)	\$16,031.58	5	\$273,233.85	47
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) 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)				
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)	\$ 16,031.58		\$ 273,233.85	
MBE TOTAL (Lines A - W)	\$ 31,057.93		\$ 494,608.18	

DEPARTMENT OF ADMINISTRATIVE SERVICES
SUPPLIER DIVERSITY PROGRAM

Fiscal Year
2019

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	4th	In reporting data below, does your Agency utilize C.O.R.E.?	YES
If not utilizing C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes X No _____			NO X

Agency Name:	Western Connecticut State University		
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Report Prepared by:	Mark R. Case	Agency Number:	
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CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES		SPECIFY:
(A) Small Business Enterprise (SBE) OR Minority Business Enterprise (MBE) Vendor Name	(B) State Contract # OR P.O. #	(C) DAS Certified SBE/MBE AMOUNT	(D) MBE Category	
Rivco Construction LLC	BND08412	\$114,377.00	W	
Quality Welding LLC	(subk) - BND08412	\$12,200.00	D	
Electrical Energy Systems Corp.	(subk) - BND08412	\$68,100.00	SBE	
Northern Pipe & Supply LLC	(subk) - BND08412	\$32,250.00	W	
Mercury Cabling Systems	BND19878	\$1,405.69	SBE	
	BND08414	\$2,065.02		
	BND78850	\$1,960.13		
	BND82191	\$2,776.78		
	BND82193	\$12,186.11		
	CH078921	\$21,486.99		
Christopher Williams Architects	CH080404	\$77,450.00	SBE	
C&C Janitorial Supplies	BND85156	\$12,275.95	I	
Sampence Ventures dba Benman Industries	BND85144	\$2,694.03	B	
Connecticut Boiler Repair & Manufacturing Co., Inc.	CH074783	\$202,902.60	SBE	
J.H. Lapierre, Jr. & Son, LLC	(subk) - CH074783	\$21,798.00	SBE	
East Coast Sheetmetal, LLC	(subk) - CH074783	\$12,884.00	W	
S K Mechanical, LLC	(subk) - CH074783	\$16,805.80	W	
HV Contractor Corp.	P0047679	\$248,600.00	H	
Advance Security Integration LLC	BND85267	\$71,682.24	SBE	
	BND85268	\$114,973.06		
	BND85269	\$2,569.19		
	BND85270	\$2,680.56		
	BND86006	\$79,611.09		
K-Man Glass Corp.	BND19834	\$9,975.00	SBE	
Bartholomew Contract Interiors	BND78845	\$286.12	SBE	
	BND78846	\$7,483.06	SBE	
	BND78847	\$4,343.66	SBE	
Utility Communications	BND52281	\$10,358.00	SBE	
	BND78724	\$77,669.38		
Pinnacle Maintenance LLC	BND74780	\$8,400.00	H	
Kohler Ronan	BND82195	\$80,000.00	SBE	
SBE/MBE TOTAL		\$1,334,249.46		

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

Fiscal Year
 2018 - 2019

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

FY QUARTER PERIOD	Fourth	In reporting data below, does your Agency utilize C.O.R.E.?	YES
If not utilizing C.O.R.E. , DID YOU VALIDATE COMPANY AS A CURRENT SBE ? Yes			NO X

Agency Name:	Western CT State University		
Report Prepared by:	Mark Case	Agency Number:	7803

CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES		SPECIFY:
(A) Small Business Enterprise (SBE) OR Minority Business Enterprise (MBE) Vendor Name	(B) State Contract # OR P.O. #	(C) DAS Certified SBE/MBE AMOUNT	(D) MBE Category	
New England Uniform Company	P-Card	\$1,198.00	SBE	
C & C Janitorial Supplies	P-Card	\$73.68	I	
	P0047649	\$11,050.61		
Flow Tech	P0047698	\$5,655.00	SBE	
Billings Sports	P-Card	\$343.98	SBE	
Kilcourse Specialty Products	P0047650	\$474.00	W	
Mercury Cabling	CSCU SO-17-14	\$184,828.45	SBE	
Utility Communication	P-Card	\$294.96	SBE	
Bohannon and Vines	P-Card	\$2,450.00	B	
Suburban Stationers	P0047598	\$121.60	SBE	
Northeastern Communications	P-Card	\$281.25	W	
Ryan Business Systems Inc.	P0047710	\$442.06	W	
Mazene Inc.	14PSX0215	\$14,796.00	W	
Life Safety Service & Supply	P0047676	\$6,368.00	SBE	
Streamline Aquatics	P-Card	\$38.27	W	
Samsence Ventures dba Benman Industries	P0047640	\$1,452.06	B	
		\$229,867.92		

Back-Up Sheets require Totals for each MBE Category

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter

1st

Fiscal Year Period:

ENTER THIS QTR- 1st

Agency Name: Western Connecticut State University
 Prepared by: Mark R. Case
 Tel. # - 203-837-8657

Agency Number: 7803
 E-mail: casem@wcsu.edu
 Address:

Please Submit a copy of this form and Back-Up Sheets via hard/office Mail in CHRD to 25 SIGMA BLDG ST. Hartford CT 06106

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$135,941,526.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$2,531,834.00
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$632,958.00
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$158,240.00

	QUARTER	Number	YEAR TO DATE	Number
	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
5) Total Agency FY Expenditures for Purchases and Contracts	\$4,867,206.11	2,226	\$4,867,206.11	2,226
6) Total Agency FY Expenditures for Purchases and Contracts from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$287,057.34	39	\$287,057.34	39

7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)	\$26,305.00	1	\$26,305.00	1
F) Iberian Peninsula (I)	\$20,956.95	3	\$20,956.95	3
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)	\$128,955.89	17	\$128,955.89	17
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) 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)				
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)	\$ 128,955.89		\$ 128,955.89	
MBE TOTAL (Lines A - W)	\$ 176,217.84		\$ 176,217.84	

DEPARTMENT OF ADMINISTRATIVE SERVICES
SUPPLIER DIVERSITY PROGRAM

Fiscal Year
2020

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	1st	In reporting data below, does your Agency utilize C.O.R.E.?	YES
If not utilizing C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes X No _____			NO X

Agency Name:	Western Connecticut State University
--------------	--------------------------------------

Report Prepared by:	Mark R. Case	Agency Number:	7803
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CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES		SPECIFY:
(A) Small Business Enterprise (SBE) OR Minority Business Enterprise (MBE) Vendor Name	(B) State Contract # OR P.O. #	(C) DAS Certified SBE/MBE AMOUNT	(D) MBE Category	
Advance Security Integration LLC	BND86024	\$3,386.83	SBE	
	BND86031	\$25,280.44		
	BND86036	\$1,869.26		
	BND86037	\$1,168.31		
AWL Painting, LLC	BND78870	\$29,500.00	SBE	
	BND78873	\$1,250.00		
	CH078865	\$7,250.00		
Bartholomew Contract Interiors	BND78856	\$35,378.66	W	
	CH07886	\$28,688.15		
Clohessy Harris & Kaiser	BND80437	\$138,680.00	SBE	
EF&G Construction, Inc.	BND74749	\$6,100.00	SBE	
Fire Protection Testing Inc.	BND80425	\$15,640.00	SBE	
Macchi Engineers	CH080422	\$58,750.00	SBE	
Martin A. Benassi	BND79220	\$39,672.50	SBE	
Mercury Cabling Systems	BND80417	\$61,226.96	SBE	
	BND80423	\$21,514.75		
	BND80424	\$39,370.06		
	BND80431	\$2,771.83		
New England Masonry	BND74796	\$10,110.00	W	
RnB Enterprises	BND05438	\$6,963.30	SBE	
	BND79207	\$3,431.17		
	BND79208	\$1,756.50		
Tower Equipment Company Inc.	BND20002	\$1,854.01	SBE	
SBE/MBE TOTAL		\$541,612.73		

DEPARTMENT OF ADMINISTRATIVE SERVICES FISCAL YEAR 2020
 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 digital copy of this form to Donald.Braman@ct.gov.

Fiscal Year Quarter **1ST / 2ND / 3RD / 4TH** Fiscal Year Period _____
 ENTER THIS QTR- 2nd

Agency Name:	Western Connecticut State University	Agency Number:	7803
Prepared by:	Mark R. Case	E-mail Address:	casem@wcsu.edu
Tel. # -	203-837-8657		

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 and from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$1,408,180.36	59	\$1,949,793.09	82

3) Total Agency FY Capital Improvements Expenditures for Purchases and from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)				
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)	\$3,835.00	2	\$78,011.81	5
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) 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)				
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]	\$3,835.00	2	\$78,011.81	3
MBE TOTAL [Lines A - W]				

Back-Up Sheets require Totals for each MBE Category

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter

2nd

Fiscal Year Period:

ENTER THIS QTR- 2nd

Agency Name:	Western Connecticut State University	Agency Number:	7803
Prepared by:	Mark R. Case	E-mail Address:	casem@wcsu.edu
Tel. # -	203-837-8657	<small>Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 25 SIGUN BNE1 ST. Hartford CT 06186</small>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$135,941,526.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$2,531,834.00
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$632,958.00
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$158,240.00

	QUARTER	Number	YEAR TO DATE	Number
	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
5) Total Agency FY Expenditures for Purchases and Contracts	\$1,925,942.81	2,268	\$6,793,148.92	4,494
6) Total Agency FY Expenditures for Purchases and Contracts from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$32,673.49	10	\$319,730.83	49

7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)	\$1,763.31	1	\$1,763.31	1
D) Disabled Individual (D)				
E) Hispanic (H)			\$26,305.00	1
F) Iberian Peninsula (I)	\$1,809.02	2	\$22,765.97	5
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)	\$1,300.00	1	\$130,255.89	18
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) 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)				
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)	\$ 1,300.00		\$ 130,255.89	
MBE TOTAL (Lines A - W)	\$ 4,872.33		\$ 181,090.17	

Back-Up Sheets require Totals for each MBE Category

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter **Third** Fiscal Year Period:

ENTER THIS QTR- 3rd

Agency Name:	Western Connecticut State University	Agency Number:	7803
Prepared by:	Mark R. Case	E-mail Address:	casem@wcsu.edu
Tel. # -	203-837-8657	<small>Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CHRO at 21 SIGOURNEY ST. Hartford CT 06106</small>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$135,941,526.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$2,531,834.00
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$632,958.00
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$158,240.00

	QUARTER	Number	YEAR TO DATE	Number
	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
5) Total Agency FY Expenditures for Purchases and Contracts	\$1,025,689.28	1,917	\$7,818,838.20	6,411
6) Total Agency FY Expenditures for Purchases and Contracts from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$41,027.33	12	\$360,758.16	61

7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)			\$1,763.31	1
D) Disabled Individual (D)				
E) Hispanic (H)			\$26,305.00	1
F) Iberian Peninsula (I)	\$6,914.02	2	\$29,679.99	7
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)	\$22,688.40	2	\$152,944.29	20
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) 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)				
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)	\$ 22,688.40		\$ 152,944.29	
MBE TOTAL (Lines A - W)	\$ 29,602.42		\$ 210,692.59	

DEPARTMENT OF ADMINISTRATIVE SERVICES
 SUPPLIER DIVERSITY PROGRAM

FISCAL YEAR

2020

Back-Up Sheets require Totals for each MBE Category

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

Please submit a digital copy of this form to Donald.Braman@ct.gov.

Fiscal Year Quarter

1ST / 2ND / 3RD / 4TH

Fiscal Year Period

ENTER THIS QTR- 3rd

Agency Name:	Western Connecticut State University	Agency Number:	7803
Prepared by:	Mark R. Case	E-mail Address:	casem@wcsu.edu
Tel. # -	203-837-8657		

1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET
 Page 1 (Summary Page) From The Annual Goals Calculations Report

	TOTALS (\$)	Contracts	TOTALS (\$)
2) Total Agency FY Capital Improvements Expenditures for Purchases and from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$1,427,535.82	47	\$3,377,328.91

3) Total Agency FY Capital Improvements Expenditures for Purchases and from Minority Business Enterprises (MBE) only.
 PLEASE CATEGORIZE:

	TOTALS (\$)	Contracts	TOTALS (\$)
A) American Indian (N)			
B) Asian (A)			
C) Black (B)			
D) Disabled Individual (D)			
E) Hispanic (H)			
F) Iberian Peninsula (I)			
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)	\$177,825.00	3	\$255,836.81
M) Woman American Indian (NW)			
N) Woman Asian (AW)			
O) Woman Black (BW)			
P) Woman Disabled (DW)			
Q) 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)			
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]			\$255,836.81
MBE TOTAL {Lines A - W}			



UNIVERSITY GUIDANCE ON RECRUITMENT STRATEGIES

Faculty and Administrative positions usually involve certain regional search proximities, and therefore, the minimum period the position should be open is two weeks. Generally positions can be open for a month or longer depending on the field, job market for that specialty, and other factors. The Human Resources Department will work with you to determine a closing date that works best with your needs and ensures sufficient time for quality candidates to apply.

Below are some strategies to expand your recruitment effort and enlarge the pool of applicants:

1. Advertisement in a primary journal or publication for the relevant discipline is necessary, but it is not sufficient. The hiring manager and/or search committee should identify and advertise in publications and on listservs targeted to specific populations. When we advertise in a venue directed to underrepresented populations, those candidates know that we are specifically reaching out to them. Viewing the position announcement in more than one place, especially when it appears in a targeted publication or listserv, reinforces the message of inclusion.
2. As you know, people contacts are much more effective in generating candidates than paper contacts. When you call colleagues and other professionals to inform them of the vacancy and to request nominations, those contacts can be extremely productive. Follow up with a letter and a position announcement or send an e-mail that they can share with others.
3. Forward the position announcement, with cover letter, to the relevant professional associations serving specific populations (i.e., Women in Engineering or the Association of Black Psychologists). Also, consider recruiting in-person at national meetings of these organizations. Many national associations also have caucuses for specific populations. Contact them as well, ask them to share the information, and ask for nominations of possible candidates. Whenever possible, use targeted listservs.
4. Where applicable, send the position announcements with a cover letter seeking assistance to minority-serving institutions and women's colleges. Send them to colleagues in specific departments, rather than to a President's or Vice President's Office. Again, ask for nominations. Follow up with a phone call. The Office of Diversity and Equity has a list of minority serving institutions, but put in your due diligence.
5. Use annual directories of recent Ph.D. recipients. Contact potential candidates by phone to inform them of the position and follow up with an announcement and cover letter. If the persons contacted are not available or interested, ask for nominations of other potential candidates. Some of these resources are available on the Office of Diversity and Equity website (available on or after September 1, 2017).
6. Use the web. Particularly if you are looking for a candidate with some experience, you may find individuals of interest by looking at the web sites of departments or programs at other institutions,



organizations, or agencies. Many faculty members or researchers maintain information about their research and teaching interests and accomplishments on publicly available web sites and blogs. Send information about the position to determine if the individual is interested and available, or knows of others who are. This is particularly effective in locating women or minority candidates who may not be actively searching for a position. Recommended places such as LinkedIn.com. More recommendations will be included.

7. Whenever you ask for nominations, be sure to follow up. The degree and timeliness of follow-up are perceived as indications of how serious you are about recruiting diverse applicants. Remember that effective searches utilize creative and aggressive strategies to identify qualified applicants. Make technology work for you – contact new people, hunt for graduate students in departments, use listservs, reach out to alumni, browse likely web sites from the relevant association or other institutions, etc. Monitoring the response to various ad sources is also important. Paid advertisements may not be nearly as effective as distributions to relevant listservs or posting on electronic bulletin boards. There is no requirement that the department spend substantial sums on paid advertising in any particular journal or publication. What is important is the scope of planned recruitment activities and the likelihood that these will reach and attract a strong pool of candidates from diverse backgrounds. Analysis of the effectiveness of various recruitment strategies is important information to use in the next search, so that committees build on the work and learning of previous efforts. The faculty application on careers.umw asks applicants to indicate where they learned of the opening. Search committee should review this information to help determine the effectiveness and efforts, particularly in attracting applicants from underrepresented groups.

While the strategies above may serve for particular searches, successful recruitment is really a long-term, continual effort for a department or office. Faculty members and administrators should be systematically observing new members in the field at their professional meetings so they can identify emerging scholars (or administrators) who can add to the department at some point. Making and maintaining contact in such a situation can ultimately result in a successful recruitment two or three years down the road. When traveling to or presenting at another university, faculty members (and administrators) should take the opportunity to ask about and meet Ph.D. students in the pipeline, particularly women and minorities. Promising leads can be followed up by an invitation to campus to give a talk and to develop contacts and shared interests with others in the department so that the recruitment, when it occurs, is the culmination of a longer-term relationship. Whether the particular individual joins Western Connecticut State University faculty (staff) or not, these efforts very often have a beneficial secondary effect when positive impressions are shared with others and their colleagues are then encouraged to apply.

Below is a summary of ideas to further your recruitment efforts:

Outreach

- Contact candidates not currently in academia—government, military, private sector.
- Seek organizations and web sites targeting diverse members of the profession.
- Contact historically Black, Hispanic, Asian & Tribal colleges for new Ph.D. lists.
- Use the Minorities & Women Doctoral Directory, and others like it.
- Use author names in journals to identify possible candidates of color and women.



Nominations

- Ask colleagues around the country to nominate women and people of color.
- Contact colleagues at institutions with high populations for people of color for nominations.

Non-traditional postings

- Use government job placement agencies.
- Send announcements to organizations that employ people of color, women and people with disabilities in the discipline.

Advertising

- Advertise in journals that serve women, people of color, and people with disabilities.

Early candidate development

- Contact Ph.D. candidates about a year before degree is awarded.
- Create pipeline programs in the discipline.

Going places

- Send faculty/students/ administrators to campuses serving students of color, highlight upcoming job opportunities.
- Market position openings (present and future) at conferences.
- Attend minority/women caucuses at conferences to recruit candidates.

Ongoing candidate contact

- Keep in close touch with candidates throughout the process.
- Follow up to obtain missing materials.
- If candidates haven't given you enough detail, ask for it!

Referral

- Seek referrals from people of color and women.
- Contact officers of professional organizations that serve women and people of color.
- Contact the minority caucuses of your discipline's professional organization(s).



OFFICE OF DIVERSITY AND EQUITY

**DIVERSITY RESOURCE GUIDE
FOR
JOB ADVERTISEMENTS**

DRAFTED 7.14.2017
FINALIZED ODE 8.15.2017
UPDATE ODE 9.28.2018

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.Imdiversity.com

Minority Executive Search

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

Minority Online 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 10005
(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 Massachusetts
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 Coalition 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 10005
(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 Corporate 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, Florida 33322
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 NJ

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 Hwy, 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.ccnyc.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.noiaaw.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 Assitance 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 Drive, 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 Avenue, NW
Washington, DC 20210
(866) 487-2365 (General inquiries)
(877) 889-5627 (TTY)
www.dol.gov/odep

MUTICULTURAL

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)

Or

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

RESOURCES

AFRICAN AMERICAN

African-American Institute

Graybar Building
420 Lexington Avenue, Suite 1706
New York, NY 10170
www.aaionline.org
Contact 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.africanstudies.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: ABSLISTSERV@yahoogroups.com
Contact: Evita Bynum, Exec. Officer
www.blacksociologists.org

HIGHER EDUCATION

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
Washington, DC 2006
(202) 508-3710 (phone)
(202) 508-3711 (fax)
www.apri.org

***The Journal of Blacks in Higher Education**

200W. 57th Street, Suite 1304
New York, 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.prldf.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 Association for Affirmative Action

888 16th Street, 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.asp

Hire Ed Jobs

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

**High Education Recruitment 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 Residentc 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 20006

(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



OFFICE OF DIVERSITY & EQUITY

June 3, 2020

Sent by Regular Mail

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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 WCSU's Affirmative Action Plan ("Plan"). On request, the University's Office of Diversity and Equity will be happy to make the Plan available for review, comment(s) and/or suggestion(s) from your organization and/or your represented members at any time.

In the month of June, I will be reaching out to your represented membership to speak about the University's Affirmative Action commitment, an invitation for review and comment of the Plan as well as to promote events and/or available 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 virtually meet, if possible. If time does not permit, I am available for contact by email at miniardelgadoj@wcsu.edu. I look forward to working with your organization.

Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, June 3, 2020 12:16 PM
To: jdisette@andr.org
Subject: Affirmative Action Commitment
Attachments: Affirm. Action Commitment 2020.docx

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER



OFFICE OF DIVERSITY & EQUITY

June 3, 2020

Sent by Email to jdisette@andr.org

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER

181 WHITE STREET, DANBURY, CONNECTICUT, 06810

WWW.WCSU.EDU/DIVERSITY/

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, June 3, 2020 12:27 PM
To: barrj@ecs.u.edu
Subject: Affirmative Action Commitment
Attachments: Affirm. Action Commitment 2020.docx

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER



OFFICE OF DIVERSITY & EQUITY

June 3, 2020

Sent by Email to barri@ecs.u.edu

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER

181 WHITE STREET, DANBURY, CONNECTICUT, 06810

WWW.WCSU.EDU/DIVERSITY/

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, June 3, 2020 12:42 PM
To: info@council4.org
Subject: Affirmative Action Commitment
Attachments: Affirm. Action Commitment 2020.docx

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER



OFFICE OF DIVERSITY & EQUITY

June 3, 2020

Sent by Email to info@council4.org

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

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, June 3, 2020 12:45 PM
To: williamsl@ccsu.edu
Subject: Affirmative Action Commitment
Attachments: Affirm. Action Commitment 2020.docx

Dear Mrs. Williams:

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER



OFFICE OF DIVERSITY & EQUITY

June 3, 2020

Sent by Email to williamsl@ccsu.edu

Mrs. Louise Williams, President
CCSU-AAUP Office
Marcus White Hall, Room 316-319-322
New Britain, Connecticut 06050

Dear Mrs. Williams:

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, June 3, 2020 12:52 PM
To: Rebecca Woodward
Subject: Affirmative Action Commitment
Attachments: Affirm. Action Commitment 2020.docx

Dear Mrs. Woodward:

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER



OFFICE OF DIVERSITY & EQUITY

June 3, 2020

Sent by Email to woodwardr@wcsu.edu

Mrs. Rebecca Woodward, President
WCSU SUOAF-AFSCME
181 White Street
White Hall, Room 013
Danbury, Connecticut, 06810

Dear Mrs. Woodward:

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER

181 WHITE STREET, DANBURY, CONNECTICUT, 06810

WWW.WCSU.EDU/DIVERSITY

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, June 3, 2020 12:33 PM
To: rmclellan@ceui.org
Subject: Affirmative Action Commitment
Attachments: Affirm. Action Commitment 2020.docx

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER



OFFICE OF DIVERSITY & EQUITY

June 3, 2020

Sent by Email to rmclellan@ceui.org

Mr. Ron McLellan, President
Connecticut Employees Union Independent
110 Randolph Road
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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER

Keisha Stokes

From: Carl Chisem <cchisem@ceui.org>
Sent: Wednesday, June 3, 2020 1:59 PM
To: Office of Diversity and Equity
Subject: RE: Affirmative Action Commitment

Please be cautious

This email was sent from outside of your organization

Good Afternoon Jesenia,

Thank you for the information. I just wanted to let you know that Ron McLellan is no longer the President CEUI he has since retired as of April of 2019. I have been elected as the new President since November of 2019. You can send all corresponds to me (Carl Chisem) My information is below. Thanks.

Carl Chisem
President
Connecticut Employees Union Independent
110 Randolph Road, PO Box 1268
Middletown, CT 06457
CEUI Phone: 860-344-0311
Direct Line: 860-343-8718
mail: cchisem@ceui.org
Fax: 860-344-8648

From: Office of Diversity and Equity <ode@wcsu.edu>
Sent: Wednesday, June 3, 2020 12:33 PM
To: Ron McLellan <rmclellan@ceui.org>
Subject: Affirmative Action Commitment

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA

CHIEF DIVERSITY OFFICER

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, June 10, 2020 11:34 AM
To: cchisem@ceui.org
Subject: Affirmative Action Commitment (REVISED)
Attachments: Affirm. Action Commitment 2020. REVISED docx.docx

Dear Mr. Chisem:

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado
JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, June 3, 2020 12:48 PM
To: Katy Wiss
Subject: Affirmative Action Commitment
Attachments: Affirm. Action Commitment 2020.docx

Dear Professor Wiss:

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER



OFFICE OF DIVERSITY & EQUITY

June 3, 2020

Sent by Email to wissk@wcsu.edu

Professor Katy Wiss, President
WCSU-AAUP
181 White Street
Berkshire Hall ("BR"), Room 213A
Danbury, Connecticut 06810

Dear Professor Wiss:

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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CHIEF DIVERSITY OFFICER

181 WHITE STREET, DANBURY, CONNECTICUT, 06810

WWW.WCSU.EDU/DIVERSITY/

WESTERN CONNECTICUT STATE UNIVERSITY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, June 10, 2020 11:51 AM
To: Rotua Lumbantobing
Subject: Affirmative Action Commitment (REVISED)
Attachments: Affirm. Action Commitment 2020 REVISED.docx

Dear Dr. Lumbantobing:

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER



OFFICE OF DIVERSITY & EQUITY

June 10, 2020

Sent by Email to lumbantobingr@wcsu.edu

Dr. Rotua Lumbantobing, President
WCSU-AAUP
181 White Street
Warner Hall ("WA"), Room 205
Danbury, Connecticut 06810

Dear Dr. Lumbantobing:

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. As the University's Chief Diversity Officer, ADA/504 and Title IX Coordinator, I promote awareness and needed support for the available resources at WCSU Office of Diversity and Equity to support your represented membership.

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Sincerely,

Jesenia Minier-Delgado

JESENIA MINIER-DELGADO, MPA
CHIEF DIVERSITY OFFICER

Minority Colleges & Universities (AA Recruitment Distribution List)

Adicia Waddell - Xavier University	awaddel1@xula.edu
Adrian Cheatham - Morehouse College	acheatham@morehouse.edu
Andrea Wray - Howard University	awray@howard.edu
Anita Scott - Wilberforce University	ascott@wilberforce.edu
Arnett Hall - Allen University	humanresources@allenuniversity.edu
Bridget Barnes - North Carolina Central University	barnesb@nccu.edu
Carmen Douglas - Alabama State University	cdouglas@alasu.edu
Cassandra Tarver-Ross - Alabama A&M University	cassandra.ross@aamu.edu
Chris Newton - Philander Smith College	cnewton@philander.edu
Constance Colter-Brabham - Voorhees College	cbrabham@voorhees.edu
Deborah Jones - Virginia Union University	dajones@vuu.edu
Dorothy Langley - Jarvis Christian College	dlangley@jarvis.edu
Ebony Kendrick - Bennett College	ekendrick@bennett.edu
Edna Knight - Florida A&M University	edna.knight@famu.edu
Elionder "Lonnie" Harmon - Dillard University	eharmon@dillard.edu
Gladys Jones - Tougaloo College	gjones@tougaloo.edu
Jannette Henry-Davenport - Paine College	jhenrydavenport@paine.edu
Julia Walker - Virginia State University	jawalker@vsu.edu
Kim Cobb - Gadsden State Community College	kcobb@gadsdenstate.edu
Kimberly Daniels - Bluefield State College	kdaniels@bluefieldstate.edu
Marie Henry - Texas Southern University	henry_ma@tsu.edu
Mary Ames - University of Maryland-Eastern Shore	mvames@umes.edu
Maudre Addison - Johnson C. Smith University	maddison@jcsu.edu
Mona R. Gonzales - Haskell Indian Nations University	mona.gonzales@bie.edu
Monica Bradley - Grambling State University	bradleym@gram.edu
Oakwood University	hroffice@oakwood.edu
Patricia Pegues - Rust College	ppegues@rustcollege.edu
Paula G. Bowe - Elizabeth City State University	pgbowe@mail.ecsu.edu
Rich Kohler - Bethune-Cookman University	kohlerr@cookman.edu
Rita Williams-Seay - Tennessee State University	rseay@tnstate.edu
Sandra Cintron - Lincoln University	scintron@lincoln.edu

Sandra Golson - Delaware State University
sgolson@desu.edu

Shander Gund - Mississippi Valley State University
shander.gund@mvsu.edu

Sharon Soles - Fayetteville State University
ssoles@uncfsu.edu

Shavonda Q. Holmes - Hampton University
shavonda.holmes@hamptonu.edu

Sikitia Lanier - Kentucky State University
sikitia.lanier@kysu.edu

South Carolina State University
humanresources@scsu.edu

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
v.lewis@ewc.edu

Wayne H. Bryant - Southern University at Shreveport
whbryant@susla.edu

Xaviere Irby - Concordia College Alabama
humanresources@ccal.edu

Yasmin J. Mitchell - University of the District of Columbia
ymitchell@udc.edu

Angela Brooks - Del Mar College
abrooks5@delmar.edu

Butch Batchelder - Pueblo Community College
butch.batchelder@pueblocc.edu

Cal State University - Bakersfield
malcala3@csu.edu

Catherine A. Martinez - New Mexico Highlands University
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 Angeles
ogaldam2@ad.calstatela.edu

Stacy E. Williams, Jr. - Langston University
sewilliams@langston.edu

Suzi Hayward - Mt. San Antonio College
shayward@mtsac.edu

Connecticut Area Colleges & Universities (AA Recruitment Distribution List)

Anastasia Pych - Middlesex Community College
apych@mxcc.edu

Charter Oak State College
info@charteroak.edu

Cheryl Cyr - Asnuntuck Community College
ccyr@asnuntuck.edu

Cheryl De Vonish - Norwalk Community College
CDevonish@norwalk.edu

Christina Billings - Post University
careerdev@post.edu

Cynthia Agosto - Capital Community College
cagosto@capitalcc.edu

David Canton - Connecticut College
dacan@conncoll.edu

Goodwin College
jobs@goodwin.edu

Holi Martinez - Tunxis Community College
hmartinez@tunxis.edu

Human Resources - University of Bridgeport
hr@bridgeport.edu

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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
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Assistant or Associate Professor – Tenure Track
Academic Year 2020-2021

Western Connecticut State University's Ancell School of Business, an AACSB accredited School, is pleased to announce that applications are being accepted for a tenure track Assistant or Associate Professor position for the Accounting Department.

Western Connecticut State University is located in Danbury, Connecticut, in close proximity to New York City, Stamford, Hartford and New Haven in Connecticut. Danbury offers an excellent quality of living and is often cited as one of America's best small cities to reside in. 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 accounting curriculum is designed to provide the students with the knowledge, skills, and perspectives necessary in managerial and administrative positions in a variety of organizations. The Ancell School of Business is proud of its 2019 initial accreditation by the AACSB. Additional information may be found on: www.wcsu.edu/asb/acc

Position Summary: Assignments will include core and major Accounting courses. Scholarly activity is expected. In addition, the successful candidate will participate in departmental and university service, engage in professional activity, and advise/mentor students.

Qualifications: Preferred candidates will have a doctoral degree in accounting from an AACSB accredited business school. Final stage Accounting ABDs (with dissertation proposal successfully defended from AACSB accredited institutions) will also be considered, as will those with an earned doctorate + CPA in a related field. Candidates must present evidence of potential for publication in peer reviewed journals. College teaching experience is a plus as is prior business or managerial experience for candidates with a qualified doctoral degree. Candidates with an MBA and a U S CPA license or CMA certificate may be considered if they also have recent and extensive management level experience in accounting. All candidates must demonstrate significant knowledge of US GAAP to be considered.

Required Qualifications: Candidates must either hold a Ph.D. in Accounting, or candidates holding an MBA or MSA paired with a current CPA or CMA. Candidates must present evidence of potential for publication in peer reviewed journals. Candidates with a MBA or MSA must have professional experience that is significant in duration and level of responsibility and current at the time of hiring. All candidates must demonstrate significant knowledge of US GAAP to be considered.

Preferred Qualifications: It is preferred that Ph.D.'s hold a CPA or CMA as well. Preference will be given to those candidates who have college teaching experience.

Professionally qualified candidates will be considered and must possess a master's degree in accounting or taxation and hold a CPA or CMA certification. Candidates holding a master's degree or equivalent in a business related discipline and a CPA or CMA may be considered. Professional experience in Accounting that is

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

significant in duration and level of responsibility and current at the time of hiring is preferred. Candidates with 60 or more load credits of university teaching experience are preferred, as are candidates with publication records and professional certifications in addition to the CPA/CMA.

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 salary range is \$62,123 - \$102,117 and is commensurate upon candidates' qualifications and experience. Western 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 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 #900-001. All materials should be submitted as PDF files. The application review process will begin on **September 9, 2019**. Candidates are encouraged to apply by that date. Applications will continue to be accepted until the position 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 via the following link. <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed 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.

Western is an Affirmative Action Equal Opportunity Educator/Employer

Position Announcement

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

Western Connecticut State University
Macricostas School of Arts & Sciences
Department of Chemistry and Biochemistry
Assistant Professor – Physical Chemistry – Tenure Track
Academic Year 2019 - 2020

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 physical chemistry in the Department of Chemistry and Biochemistry.

The Macricostas School of Arts and Sciences is home to 13 departments, 21 undergraduate majors and five graduate majors. Additional information on the school may be found at <http://www.wcsu.edu/sas/>. The Department of Chemistry and Biochemistry 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 <https://www.wcsu.edu/chemistry/>.

Position Summary: The successful candidate must be able to teach physical chemistry lecture and laboratory. Teaching duties will include rotation through physical chemistry, freshman general 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 physical chemistry 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 whose research involves some aspect of experimental physical chemistry.

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 upon 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 #800-024. All materials should be submitted as PDF files. Applications must be received by **January 18, 2019**. Late applications will not be accepted.

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Danbury, Connecticut 06810
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Position Announcement

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

Western Connecticut State University
Macricostas School of Arts & Sciences
Department of Communication & Media Arts
Assistant Professor – Organizational Communication
Tenure Track
Academic Year 2019 - 2020

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 in Organizational Communication, to begin for the fall 2019 semester.

The Macricostas School of Arts and Sciences is home to 13 departments, 21 undergraduate majors and five graduate majors. The Department of Communication & Media Arts offers a Bachelor of Arts degree in Communication Studies and Media Arts. Additional information about the department may be found at <http://www.wcsu.edu/com/>

Position Summary: The successful candidate will have documented experience in teaching introductory and advanced courses in organizational communication, as well as core courses in the major, which include: communication theory, research methods, and senior thesis. Tenure-track faculty are expected to teach eight classes per academic year (4/4), engage in scholarly creative activity appropriate to the discipline, contribute service to the department, school, and university, and participate in relevant professional activity, such as attendance at international, national, and regional meetings of scholarly associations.

Qualifications: Eligible candidates will hold an earned Ph.D. in Communication Studies, or be near completion (ABD) of the same. Documented evidence of teaching experience for courses in Organizational Communication, Communication Theory, Communication Research Methods and Senior Thesis is required. Candidates must also provide evidence of a record of scholarship, and demonstrated involvement in the discipline. 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 salary range is \$59,668 – \$80,030 and is commensurate with the 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 a letter of application for the position; a current curriculum vita; evidence of teaching expertise and experience areas; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and other professional qualifications for the position to facultyvita@wcsu.edu. In the Email Subject Line Reference Search #800-014. All materials should be submitted as PDF files. Preference will be given to applications that are received on or before December 31, 2018. After that, applications will be reviewed on a rolling basis, until the position 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: http://wcsu.edu/hr/employment/AA_Data_Questionnaire_FillableForm.pdf.

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Position Announcement

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Western Connecticut State University
Ansell School of Business
Marketing
Assistant or Associate Professor – Tenure Track
Academic Year 2019

Western Connecticut State University's Ansell School of Business is pleased to announce that applications are being accepted for tenure track Assistant or Associate Professor position for the Marketing department.

The Ansell 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 Marketing curriculum is designed to provide the student with the knowledge, skills, and perspectives necessary in managerial and administrative positions in a variety of organizations. The Ansell School of Business is accredited by AACSB. Additional information may be found on: <http://wcsu.edu/asb/>

Position Summary: Teaching assignments will include courses in Digital/Interactive Marketing and other courses as needed by the Department including Principles of Marketing and Integrated Marketing Communications. Teaching assignments may also include other undergraduate and MBA courses in the candidate's fields of interest. Scholarly activity is expected and required for tenure, promotion and continuing thereafter. In addition, the successful candidate will participate in departmental and university service, engage in professional activity, and will advise and mentor students.

Qualifications: An earned doctorate in Marketing is highly preferred. Candidates with a relevant Master level degree, additional professional certifications and substantial relevant work experience exceeding 10 years may be considered. Candidates must have their highest degree from an AACSB, EQUIS or other internationally accredited program. At least five (5) years of college teaching experience is required, preferably in marketing. Course project experience with regional or national organizations is desirable. Competency in Digital Analytics is required. Candidates must present evidence of research and publication and an active agenda of peer-review scholarship. The ideal candidate would be professional active and engage in college / university service especially in those areas related to student success. Relevant professional work experience in digital or direct marketing is required, managerial work experience is preferred. Associate rank will require Ph.D. at time of hire.

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 www.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 to facultyvitae@wcsu.edu. In the Email Subject Line Reference Search #800-002. All

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Danbury, Connecticut 06810
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materials should be submitted as PDF files. Applications must be received by **Friday, October 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.

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800 025

Position Announcement

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

Western Connecticut State University
Division of Enrollment Management
Admissions Office
Admissions Representative

Western Connecticut State University is pleased to announce that applications are being accepted for an Admissions Representative.

The Office of Admissions is responsible for all aspects pertaining to the recruiting and enrollment of first time and transfer students. This includes: Data analysis; Staying apprised of news and trends that impact college admissions and enrollment; Determining appropriate messaging and timing of said messages to prospective students; Scheduling travel to visit high schools and attend college fairs to meet with prospective students, their parents, plus guidance and transfer counselors; Building professional relationships with guidance counselors and college/transfer advisors; Meeting with prospective students on campus during daily visit opportunities and admissions related events; Reading and making decisions on student applications; Communicating with all parties involved in the admissions cycle, and other duties as needed.

The incumbent will be responsible for assisting with the coordinated recruitment and admission activities for the University; evaluating and processing applications from prospective students; participating in travel (travel may include Connecticut, New Jersey, and New York, including New York City, or other locations as needed); corresponding and follow-up with prospective students and the general public; assisting in special projects/programs; interacting with members of the University community.

Qualifications: Bachelor's degree is required, as is one (1) to two (2) years of experience in Admissions or another student service experience at an institution of higher education. Familiarity with Admissions computer software and applications is preferred. Familiarity with the use of social media as a marketing tool is preferred. Excellent written and oral communication skills are required, as is the ability to work effectively with diverse populations including business and government officials, community leaders and students and faculty. Must be available to attend evening and weekend recruitment activities. Occasional overnight regional travel will be required. Must possess a valid driver's license to transport themselves to recruitment activities off campus.

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 \$43,360 – \$74,993 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/.

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 – Admissions Representative

Application Deadline: Application materials should be submitted to hrpositions@wcsu.edu and must be received by **Monday, April 22, 2019**. Late applications will not be accepted.

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

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Position Announcement

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

Western Connecticut State University Access and Security Technician

Western Connecticut State University is pleased to announce that applications are being accepted for an Access and Security Technician with the WESTCONNect Office.

The Facilities WESTCONNect Office is responsible for providing integrated and comprehensive security systems and campus one card programming to the University. Key responsibilities include installation, maintenance, and repair of security systems, access control systems, security camera systems and the University One-Card system. Also responsible for inventory control of parts and supplies; System programming and diagnostics; Training end-users; Operations assistance with various department staff including WESTCONNect Office; Information Technology, University Police and end-users in the university community, as well as outside contractors.

Qualifications: Bachelor's degree in computer science, engineering, or a related, preferred. A minimum of three (3) years of experience in a similar position which includes installation, repair, and integration of security systems, access control systems, security camera systems and a University One-Card system is required. A minimum of one (1) year of experience troubleshooting and diagnosing system anomalies is required. Experience in computer networking is required.

A valid State of Connecticut electrical license* is required (E, L, or C class.) Applicants will be considered who have the ability to gain preferred CT licenses within 90 days of appointment. Prior training and certification in CCURE manufacturer systems; knowledge of IP based security camera systems; Knowledge and understanding of construction drawings, prints and specifications are all preferred. Must possess the ability to communicate effectively with a wide variety of people and possess the ability to adapt to changing environments and priorities. **Special Requirement:** The incumbent will be required to work weekends, holidays, and evenings based on routine needs and emergency situations as directed by the university.

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 \$52,489 – \$86,675 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/.

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 to: Ms. Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name – Access Security Technician.

Application Deadline: Application materials should be submitted to hrpositions@wcsu.edu and must be received by **Friday, April 26, 2019**. Late applications will not be accepted.

Position Announcement

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.

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800 029

Position Announcement

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

Western Connecticut State University
Division of Enrollment Services
Academic Advisement Center
Assistant Director

Western Connecticut State University is pleased to announce that applications are being accepted for an Assistant Director of Advisement.

The Academic Advisement Center provides students who have been formally admitted to the University and who have not yet decided on an academic major advisement services. Our staff is able to provide students with the knowledge, tools, and resources to be academically successful at WCSU. We work in assisting student's transition into college-level courses, degree programs, and reach academic and personal goals by creating appropriate academic plans.

The Assistant Director Assists with the operations of the Advisement Center, provides precursory and integrated educational and career information to the student populations served by the Advising Center. Administers and interprets a variety of assessment instruments, conducts research on advisement techniques, designs and facilitates workshops on a range of topics involving academic planning for students and faculty. Conducts outreach activities to student groups, parents, high school counselors and faculty as assigned in order to provide integrated information on academic and career choices. Assists with implementation and maintenance of program(s) to identify and assist at-risk students.

Qualifications: Bachelor's degree is required, Master's degree is preferred. Two years of experience in either career planning, educational planning, or employment placement in a college setting is required. Strong interpersonal, written and oral communication skills are required. Some 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 salary range is \$52,489 – \$86,675 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/.

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 to: Ms. Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name – Advisement. Application materials should be submitted to hrpositions@wcsu.edu and must be received by Thursday, April 4, 2019. 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://www.wcsu.edu/hr/employment/AA_Data_Questionnaire_FillableForm.pdf.

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800 035

Position Announcement

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

Western Connecticut State University
Division of Student Affairs
Intercollegiate Athletics
Assistant Director of Athletics for Internal & External Affairs

Western Connecticut State University's Department of Intercollegiate Athletics is pleased to announce that applications are being accepted for the position of Assistant Director of Athletics for Internal & External Affairs.

WCSU is a Division III school and a member of the Little East Conference. Additional information about the school can be found at www.wcsu.edu and information about the department can be found at <http://wcsuathletics.com>. This position is supported through the NCAA Strategic Alliance Matching Grant.

Responsibilities include: Prepares budget proposals, financial reports and post-event reports for various sponsorship/university events; Assists in the oversight of all fundraising/foundation accounts; Provides guidance to club sports transitioning to NCAA team status; Provides oversight of part-time employees; Assists with developing long-term strategic plans for external partnerships and initiatives, maximizing existing and new revenue streams and assists with strategic branding for the department; Assists in and oversees marketing, in-game promotions, and game management of home athletic events; Assists with fundraising efforts and events programming; Develops, organizes, implements and provides oversight for all athletic and sports specific marketing plans; Assists in coordination of all team travel; Works collaboratively with the Office of Institutional Advancement to establish and obtain revenues and a reporting system that tracks and reports on contributions from donors; Maintains the database of contact information for former student-athletes; Collaborates with the Career Success Center to assist with workshops, seminars and internships with corporate sponsors for student-athletes.

Qualifications: Bachelor's Degree in appropriate field is required, as is three (3) years of experience working in athletics. Must be innovative, service- and self-motivated, team-oriented, and adaptable. The ability to manage competing priorities; possess excellent verbal and written communication skills, and demonstrate commitment to quality and continuous improvement, be proficient in computer technology, including word processing, spreadsheet and database management is required.

WCSU is committed to representing the diversity of their staff, which equally represents the student body. WCSU is also 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 will be \$55,377 due to matching grant. 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: 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 – Assistant Director Athletics. Application materials must be submitted to hrpositions@wcsu.edu and received by **Friday, June 14, 2019**. Late applications will not be accepted.

Position Announcement

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. This position is funded through the NCAA Division III Strategic Alliance Matching Grant. As a grant recipient, WCSU is expected to report the diversity composition of the applicant pool to NCAA. Pursuant to NCAA grant requirements, all applicants are asked to complete the Affirmative Action Data Questionnaire and 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 terms or conditions of employment. The completed form and data will be used for reporting purposes only to NCAA and will be kept separate from all search records that will only be accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire can be found on the following link: <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>

800 038

Position Announcement

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

Western Connecticut State University
Cashier's Office
Billing Administrator

Western Connecticut State University is pleased to announce that applications are being accepted for the position of Billing Administrator.

Responsibilities include: coordinating the billing and collection activities of the Bursar's Office. Handles the day-to-day billing activities of the University, including: Student billing through eBill vendor, third-party billing for sponsored student payments, Perkins Loan Collection day-to-day functions in coordination with contracted billing service. Oversee the University's collections functions and application of late fees. Provides assistance in the delivery of Bursar's office support services. Assists with the cultivation of Bursar Office relations and department programs by planning, organizing and coordinating the activities of the various programs and events pertaining to the department. Provides financial information to internal and external customers, publishing informational sheets, booklets and/or web page(s). Coordinates activities with other campus departments; Assists the Bursar Office administrators in planning and implementation of orientation programs; Develops systems to control intake, processing and maintenance of records, etc. Creates and maintains databases for monitoring various billing activities. Appropriately respond to customer inquiries.

Qualifications: Bachelor's degree. Two (2) years of experience in billing and collection services. Experience with higher education billing and collection preferred. **Must possess excellent** organizational skills and the ability to establish office systems and procedures; strong oral and written communication skills and the ability to work effectively with students, parents, staff, and the University community in a team environment; Knowledge and ability to utilize enterprise resource planning (ERP) software, along with Microsoft Office Suite, including Word and Excel. **Must be able to manage multiple tasks, analyze problems, as well as recommend effective solutions.**

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 \$43,360 – \$74,993 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/.

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 – Billing Administrator. Application materials must be submitted to hrpositions@wcsu.edu and be received by **Tuesday, June 4, 2019**. 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/diversity/affirmative-action-data-questionnaire/>

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

Western Connecticut State University
Information Technology & Innovation
Data Network & Telecom Manager

Western Connecticut State University is pleased to announce that applications are being accepted for a Data Network & Telecom Manager in our department of Information Technology & Innovation.

The Information Technology & Innovation department is responsible for providing reliable, innovative, and sustainable technology to support teaching, learning and administrative processes spanning all departments of our University. We are constantly striving to reduce operating expenses so we can invest in providing new capabilities to support important initiatives such as enrollment growth and student retention.

The Data Network & Telecom Manager's primary responsibility is the planning and delivery of University data network and telecom services; Manages the network budget; Works closely with security officer and network security administrator to maintain an adequate network security posture; Provides planning and support of campus voice systems; Works collaboratively and constructively with university stakeholders that rely on data network and telecom services; Partners with University Facilities department to ensure interlock for network, telecom and cabling requirements for construction related projects; Performs inter and intra building fiber and cabling assessments, analysis, recommendations and documentation; Supervises support staff; provides network analysis and performance monitoring using associated network management tools and plans, designs, integrates and documents network growth; Performs problem diagnosis for network and telecom hardware and software and systems; Provides leadership in the technical assessment, selection, and implementation of new hardware and software technologies and systems for the University; Provides support to users of the campus network with regard to access to network resources, security, and performance; Monitors use of network resources and reports on trends, patterns, and recommended enhancements; Maintains appropriate documentation, procedures, and databases required to maintain and report on network and telecom resources.

Qualifications: Bachelor's degree in computer science or a related field is required.* Must have at least six (6) years of professional experience, ideally working in a large multi-protocol Cisco LAN/WAN environment, supporting network hardware and software and a minimum of six (6) years of professional experience in telecommunications and network systems integration including planning, designing and implementation of large scale networking infrastructures; as well as a minimum of three (3) years of professional experience supervising technical staff and projects. Proven experience troubleshooting network & telecommunications problems is required, as is a working knowledge of network protocols including: TCP/IP, SNMP, MPLS, EIGRP/OSPF/VRRP/HSRP, NAT, etc. *10 years of experience in a Cisco LAN/WAN environment and telecommunication & network systems integration may be substituted for a bachelor's degree.

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 \$79,874 – \$121,718 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/.

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)

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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 -- Data Network Telecom Manager

Application Deadline: Application materials should be submitted to hrpositions@wcsu.edu and must be received by **Tuesday, February 12, 2019**. 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.

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Position Announcement

Western Connecticut State University
Danbury, Connecticut 06810
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Western Connecticut State University
Information Technology & Innovation
Digital Systems Integrator

Western Connecticut State University is pleased to announce that applications are being accepted for a Digital Systems Integrator in our department of Information Technology & Innovation.

The Information Technology & Innovation department is responsible for providing reliable, innovative, and sustainable technology to support teaching, learning and administrative processes spanning all departments of our University. We are constantly striving to reduce operating expenses so we can invest in providing new capabilities to support important initiatives such as enrollment growth and student retention.

Position Summary: Develops, maintains and implements integrations between the various University digital systems relied upon by our students, faculty and staff. Assists with the development of the University's WordPress platform and website development. Works with department contacts regarding design and layout concepts of their department websites and offer training. Assists with the integration and/or automation of information systems using API's and other integration technologies. Able to participate in an agile environment. Analyzes usage metrics and data from digital mediums to produce reports as needed. Researches and makes recommendations for more effective and efficient digital solutions. Works with stakeholders to define digital project goals and coordinates requirements gathering.

Qualifications: Bachelor's degree in computer science or a related field is required. Three (3) years of experience working in an Information technology organization is required. Experience in higher education preferred; Demonstrated programming skills with the ability to extrapolate and apply to related disciplines; Strong technical knowledge of current web technologies such as HTML5, JS, CSS, PHP, WordPress theme plugin development, VeuJS, etc. Familiarity with integration platform technologies such as RESTful, JSON, etc. Willingness to work in a team-oriented environment; Self-motivator who can work independently who is able and eager to learn new technologies; Strong communication skills with an ability to understand key concepts around gathering requirements and communicate effectively with technical staff, business stakeholders and non-technical staff.

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Salary & Benefits: The salary range is \$52,489 – \$86,675 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/.

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 – Digital Systems Integrator. Application materials should be submitted to hrpositions@wcsu.edu and must be received by **Wednesday, December 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

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Western Connecticut State University
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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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Position Announcement

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

Western Connecticut State University
Information Technology & Innovation
Enterprise Content Management (ECM) Application Administrator

Western Connecticut State University is pleased to announce that applications are being accepted for an Enterprise Content Management (ECM) Application Administrator.

The Information Technology & Innovation department is responsible for providing reliable, innovative, and sustainable technology to support teaching, learning and administrative processes spanning all departments of our University.

The ECM Application Administrator will provide operations support associated with various imaging systems employed by the campus to gather, archive and manage business content, including front-end scanning, electronic forms imports, electronic forms and workflow development, as well as back-end systems and third party integrations used to manage and store content. Functions as an internal consultant, implementing standard operating procedures, handling day to day application administration and providing training to all levels of campus personnel. Coordinates business process analyses, needs assessment and cost/benefit analyses in an effort to align information technology solutions with business initiatives at each campus. Coordinates project team resources to effectively meet project commitments and business objectives. Works collaboratively with the senior staff to implement enterprise-wide ECM requirements at the campus level and helps to communicate solutions as appropriate to the campus community.

Qualifications: Bachelor's degree is required. A minimum of four (4) years of demonstrated experience with the planning, developing and operation of document imaging, electronic forms and workflow, and/or records management solutions. Hyland OnBase experience preferred. Excellent verbal and written communications skills are required. Project management experience is preferred.

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Salary & Benefits: The salary range is \$65,006– \$103,765 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/.

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 – ECM Administrator. Application materials should be submitted to hrpositions@wcsu.edu and must be received by Monday, August 19, 2019. 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 via the following link. <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed 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.

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Position Announcement

Western Connecticut State University
Danbury, Connecticut 06810
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Western Connecticut State University
Director of Environmental Health & Safety

Western Connecticut State University is pleased to announce that applications are being accepted for a Director of Environmental Health & Safety.

Position Summary: The Director will be responsible for the development, implementation, management and administration of programs, policies and procedures that support a healthy and safe environment for students, faculty, staff and visitors at the University. Responsible for monitoring, managing and administering inspections, maintenance and repair of systems to include (but are not limited to) fire alarm and sprinkler systems, emergency lighting, underground fuel tanks, asbestos abatement, generators, Federal and State OSHA regulations /compliance, chemical and hazardous material handling, storage and removal, PCB monitoring and provide technical and consultative services to the Campus Community. Develops, implements, and administers technical training programs for University personnel on all appropriate safety issues including the handling of hazardous material to insure compliance with appropriate regulations and train incident responders. Develops standards for hazardous materials exposure limits for personnel, safe working methods, decontamination procedures and hazardous waste disposal. Participates in the University's emergency operations planning process. Conducts safety meetings and serves on the University's Physical Working Conditions Committee. Manages the implementation of ergonomic and IAQ assessment and accident/incident investigations. Manages the development, delivery and review of environmental health & safety training programs, including the associated documentation. Assists in the development of the budget for Environmental Health and Safety. May require night and weekend hours as needed.

Qualifications: Bachelor's degree in industrial hygiene, safety, health physics or a related field. Master's degree preferred. Minimum of five (5) years relative experience with at least two (2) years managing a comprehensive health and safety program. Must possess the ability to communicate effectively with both the technical and non-technical personnel.

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 \$74,637 – \$116,089 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/.

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) to: Ms. Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name – Director EHS. Application materials must be submitted to hrpositions@wcsu.edu and be received by Thursday, July 11, 2019. 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 via the following link. <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed 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

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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.

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Position Announcement

Western Connecticut State University
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Western Connecticut State University
Facilities Planning & Engineering
Director

Western Connecticut State University is pleased to announce that applications are being accepted for a Director of Facilities Planning & Engineering.

The Facilities Planning & Engineering department is responsible for providing integrated and comprehensive support to the University and other units within the Facilities Services Division. Key responsibilities include design services for internal projects, contract and project administration, master planning and planning for strategic initiatives, and institutional standards development and implementation.

Position Summary: Leading a small but agile and dedicated team of professionals, the Director is responsible for managing the University capital projects program, minor capital renovations, and internal construction projects; recommending and implementing projects which support the campus facilities master plan and energy management programs, while also monitoring construction projects being supported by the State Department of Construction Services.

Qualifications: Bachelor's degree in architecture, engineering, or a related field, as well as a license to practice architecture or be a professional engineer in the State of Connecticut are required. Applicants will be considered who may not meet this requirement if they have the ability to be licensed in CT. Offers will be contingent on the applicants ability to gain preferred licenses within 90 days of appointment. A minimum of six (6) years of progressively responsible experience in educational or institutional facilities planning and management is required. Experience interacting with State agencies governing capital projects (i.e.; DCS, OPM, or OSBI) is desirable. Must possess a broad knowledge of physical plant operations including: building and grounds design and repair, mechanical, electrical and conveyance systems, building and life safety code conformance and ADA requirements; be able to work as part of a diverse team to achieve the institutional goals, be a confident and professional communicator, harnessing the power of positive messaging, and possess a keen sense of customer support. Must possess a broad knowledge of CAD, Revit and BIM.

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Salary & Benefits: The salary range is \$84,268 – \$128,413 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/.

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) to: Ms. Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name – Director Planning & Engineering. Application materials must be submitted to hrpositions@wcsu.edu. Review of application materials begins immediately and will continue until the position 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 via the following link.

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<http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed 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.

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Position Announcement

Western Connecticut State University
Danbury, Connecticut 06810
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Western Connecticut State University
Assistant to the Director/Resident Director
Multiple Positions Available
Housing & Residence Life

Western Connecticut State University is pleased to announce applications are being accepted for Resident Directors in our Housing & Residence Life department.

The Office of Housing & Residence Life promotes an atmosphere that is conducive to establishing academic, social, and personal growth of the resident student population, using WCSU's CULTURE™ (*Creating Undergraduate Learning Through Unique Residential Experiences*) and iMatter models. CULTURE/iMatter builds relationships, supports academics, and develops community via programming, mentoring, and academic initiatives. These are full time, live-in positions that will start on August 1, 2019.

The Resident Director (RD) serves as a resource person within the residence halls who counsels students, promotes hall programming, and maintains a hall environment conducive to learning and individual growth. Makes referrals, advises residence hall groups, monitors facilities' needs and occupancy, and recruits, trains, supervises and evaluates resident assistants, academic resource mentors and information desk personnel and the student administrative assistant. Works cooperatively with the office of Judicial Affairs on student conduct matters, as well as with the WestConnect office on issues of access control. Additional information is available at www.wcsu.edu/housing

Qualifications: Bachelor's degree is required. Master's degree is preferred. A minimum of one (1) year of post-baccalaureate, full-time residence life or student affairs experience is strongly preferred. Must have a valid driver's license and a vehicle available for job-related duties and meetings. Experience in residential administration, community development, supervision, or any other relevant knowledge which would equip the applicant to relate to resident college students and staff efficiently is required. Proficiency in MS Office Suite, successful experience with an automated housing database management system (i.e., RMS, Adirondack, Banner, etc.) are preferred, as is general awareness of access control software and hardware. The successful candidate will have proficiencies in interpersonal relationships; possess excellent verbal and written communication skills; demonstrate the ability to manage multiple responsibilities, supervise staff, and exercise appropriate judgment and decision-making. WCSU is a dynamic, diverse workplace and the ability to work with students, faculty and staff from various backgrounds and cultures is highly valued.

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 www.wcsu.edu/hr/benefits/.

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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 – Resident Director. Application materials should be submitted to hrpositions@wcsu.edu. Applications must be submitted by **Friday, February 1, 2019**. 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](http://wcsu.edu/hr/employment/AA_Data_Questionnaire_FillableForm.pdf).

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Position Announcement

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Danbury, Connecticut 06810
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Western Connecticut State University
Information Technology & Innovation – Media Services
Digital Media Assistant Trainee

Western Connecticut State University is pleased to announce that applications are being accepted for a Digital Media Assistant Trainee in our department of Information Technology & Innovation.

The Information Technology & Innovation department is responsible for providing reliable, innovative, and sustainable technology to support teaching, learning and administrative processes spanning all departments of our University.

Assists in developing video content and digital media for university promotional videos, social media initiatives, instructional purposes and digital and traditional marketing campaigns. Assists in making creative and technical decisions, including subject, script writing, visual design, and photographic choices, selection of narration, music, editorial decisions and other production concerns. Assists in developing and managing social media content across various platforms, including Facebook, Twitter, Instagram, Snapchat, and YouTube. Assists in the development of strategies to monitor the success of marketing campaigns and materials and recommends adjustments accordingly. Assists in digital marketing placement and social media advertising and campaigns. Consults and collaborates with clients on digital media projects and social media efforts. Assists in identifying opportunities for innovative messaging and emerging communications platforms. Records and reviews social media engagement metrics, modifying strategies to respond to changing trends and algorithms.

Qualifications: Bachelor's degree in Media Production or related field is required. One year of digital media creation, preferably in higher education. Ability to work constructively with members of the university community. Good communication skills. Excellent creative ability and ability to execute creative vision into production. Ability to function effectively in a fast-paced environment. Must be able to function in a team environment. Proficiency in video editing/digital media creation software (Adobe Premiere, Adobe After Effects, etc.) 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 salary range is \$36,115 – \$66,795 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/.

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 – Digital Media Trainee. Application materials should be submitted to hrpositions@wcsu.edu and must be received by Friday, August 2, 2019. 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:
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Position Announcement

Western Connecticut State University
Danbury, Connecticut 06810
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Western Connecticut State University
Division of Academic Affairs
Visual & Performing Arts Center Events Coordinator

Western Connecticut State University is pleased to announce that applications are being accepted for a Visual & Performing Arts Center (VPAC) Events Coordinator.

WCSU's Visual and Performing Arts Center, home to the School of Visual and Performing Arts (SVPA), provides students with facilities of the highest caliber, enhancing their educational experiences. The VPAC boasts a multitude of dynamic spaces to accommodate the needs of artists across all disciplines. The versatile facilities include the Concert Hall, Studio Theatre, Art Gallery, Main Stage Theatre and Dressing Rooms. This state-of-the-art center provides immeasurable creative and collaborative opportunities for students, faculty, staff, and patrons. Additional information may be found on our website: <https://www.wcsu.edu/svpa/svpa-center/>

The Events Coordinator is responsible for coordinating main event spaces in WCSU's Visual & Performing Arts Center for both internal and external constituents. They will serve as Box Office Manager for SVPA main events and provide assistance to the Dean.

Reporting to the Dean of SVPA, the VPAC Events Coordinator will be expected to work collaboratively across university departments which include SVPA academic departments, the department of Publication & Design, and the university Large Events Committee.

Box Office Managerial Duties include: Supervising Front of House activities for all SVPA events; Building events in the SVPA ticketing system; Managing and training Box Office student employees; and Reconciling Box Office financials.

Other duties of the position include: Serving as Publicist for SVPA main events; Assisting with SVPA campaign and fundraising activities; Coordinating the creation and distribution of printed promotional materials (e.g., programs, posters, flyers, etc.) for SVPA initiatives; Coordinating and/or Maintaining traditional, social, and electronic media related to all events within the SVPA; Coordinating and/or Maintaining updates to the SVPA portion of the WCSU website; Maintaining the VPAC Event Calendar, Room Reservations, and Mailing Lists; Facilitating operational support for Dean's initiatives; Working with the Dean and SVPA departments to coordinate VPAC public tours, school matinee performances and recruitment events.

Qualifications: Bachelor's degree is required. Master of Fine Arts (MFA) or Master's Degree in a field relevant to visual & performing arts and/or arts management is preferred. Must possess three (3) years of experience either managing a visual and performing arts facility or in a field that clearly allows for the transfer of skills to successfully accomplish the duties above. Experience in an educational setting preferred. Box Office experience preferred. Experience with grant writing desirable. Demonstrated understanding of the operational elements of a visual and performing arts facility, experience with social media and traditional media marketing is required. Excellent written and oral communication skills are required. Experience with Microsoft Office, including Word, Excel, Outlook is required. Experience with website creation/maintenance is desired. Availability for work after hours and on weekends is expected.

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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 \$55,377 – \$91,442 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/.

Application Process: Prospective candidates must submit a cover letter*, which includes the names and contact information for three (3) professional references and a resume. *Cover letter should address strengths as they relate to the duties of the position. 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 – VPAC Event Coordinator. Application materials must be submitted to hrpositions@wcsu.edu. Application materials must be submitted to hrpositions@wcsu.edu and must be received by **Friday, October 11, 2019**. 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 via the following link. <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed 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.

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Position Announcement

Western Connecticut State University
Danbury, Connecticut 06810
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Western Connecticut State University
Division of Student Affairs
Events & Conference Management
Assistant to the Director

Western Connecticut State University is pleased to announce that applications are being accepted for two Assistant to the Director positions.

The Events & Conference Management department is responsible for financial and non-financial benefits, through purchasing, programming, and events management, while providing excellence in customer service for all events throughout campus.

Reports to the Director of Event & Conference Management and is responsible for the end-to-end coordination and execution of internal & external events at all campuses. Consults internal stakeholders to establish event objectives, and manages stakeholder relations and development; Attends all pre- and post-convention meetings for information concerning shows and events; Ensures that all materials, equipment, and supplies are ordered and available for events and the general operating needs of the facility. Responsible for the hiring, development, and supervision of the operational staff and prepares work schedules of operational and temporary staff ensuring that they are done timely and fairly; Utilizes various software and web applications to schedule maintenance work (Maintenance Direct), schedules facility uses and service orders (EMS) & programs and operates electronic message center; Responsible for inventory of fixed equipment within the buildings and their upkeep and schedules periodic maintenance; Responsible for ensuring the overall maintenance of the buildings, ensuring that facilities are kept clean and that issues involving event set-up, staffing, and safety measures are met. Works with the contract accountant in order to ensure that all rented equipment is properly billed and returned in proper working order.

NOTE: Position requires standing for long periods of time, bending stooping, reaching, climbing, and working heights as needed. May require individual to work outside; work long irregular hours to meet deadlines and turnarounds. May be exposed to adverse conditions and heavy lifting;

Qualifications: Bachelor's degree or four (4) years full-time related work experience is required. Two (2) years of experience in facilities operations and events coordination, including supervisory experience in events services is required. Must possess: the ability to read or interpret floor plans/MS Visio drawings; knowledge of staging, lighting and sound equipment; the ability to plan and forecast, and the ability to be trained to operate a forklift or man-lift. Must possess excellent organization 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 \$45,745 – \$79,118 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/.

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

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of Human Resources - Recruitment. In subject line of email reference: Your Last Name – Assistant to Director
ECM

Application Deadline: Application materials should be submitted to hrpositions@wcsu.edu and must be received by **Thursday, July 18, 2019**. 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 via the following link. <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed 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.

Western is an Affirmative Action Equal Opportunity Educator/Employer

Position Announcement

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

Western Connecticut State University
Division of Student Affairs
Student Organization Fiscal Assistant
Center for Student Involvement

Western Connecticut State University is pleased to announce that applications are being accepted for a Student Organization Fiscal Assistant in our Center for Student Involvement office.

The Student Organization Fiscal Assistant will manage the daily administration of the business operations of the Student Activities Funds. This includes administering all travel authorizations, accounts payable and all record keeping associated with this operation. Will meet with the Student Government Association's Vice-President for Finance and student organization treasurers to review policies and verify balances. This position will be renewed annually providing adequate funding is available.

Bachelor's degree in accounting, finance, business administration or a related field is required. Two (2) years' experience in student activities or a related field, with a focus on fiscal management is required. Knowledge of spreadsheet applications, preferably Microsoft Excel and other components of the Microsoft Office Suite is required. Must possess the ability to organize and maintain financial records and work well in a fast-paced environment. Excellent oral and written communication skills are 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 salary is \$45,745 and is non-negotiable due to the funding source. This is a temporary position, which is renewed on an annual basis dependent upon adequate funding. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/.

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 – Student Organization Fiscal Assistant. Application materials should be submitted to hrpositions@wcsu.edu and must be received by Thursday, August 15, 2019. 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 via the following link. <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed 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.

Western is an Affirmative Action Equal Opportunity Educator/Employer



Connecticut's Official
State Website



Connecticut State
Department of Administrative Services

Administrative Assistant

Western Connecticut State University

Recruitment #180814-3591CL-001

Location	Danbury, CT
Date Opened	8/14/2018 12:00:00 PM
Salary	\$53,935* - \$69,795/year*
Job Type	Open to the Public
Close Date	8/27/2018 11:59:00 PM

INTRODUCTION

Western Connecticut State University (WCSU) is currently accepting applications for an employment opportunity as an Administrative Assistant. This position provides support to Director of Admissions at Western Connecticut State University and is located on the Midtown Campus at 181 White Street in Danbury, CT. Work hours will be Monday - Friday 8:00 a.m. – 4:30 p.m. Occasional evening and/or weekend work may be required. The incumbent will be responsible for the full range of administrative support duties, as well as wide variety of functional coverage and back-up support as needed to department staff. Will also supervisor other clerical and student employee staff.

The Admissions Office helps guide students from their initial inquiry and application to the University all the way through matriculation. The environment is energetic and very fast paced, particularly during peak application season, with a wide variety of tasks to be performed.

WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/. *Starting salary is \$53,9351 for non-state of CT Clerical Union (NP-3) employees.

SELECTION PLAN

Applicants are required to upload a resume with their submission. (Note: In order to upload documents you must ensure that your internet browser's 'pop-up' blocker is off. Failure to do so may prevent you from being able to upload documentation and submit your application.) Questions about these required documents should be directed to the hiring agency's human resources office: HRPosition@wcsu.edu.

PURPOSE OF JOB CLASS (NATURE OF WORK)

In a state agency this class is accountable for independently performing the most complex tasks in providing both office administration and secretarial support for a major program.

EXAMPLES OF DUTIES

Performs the most complex office administrative duties as described in the following areas:

1. **TYPING:** Using a personal computer or other electronic equipment, formats and types a full range of correspondence, reports, bills, drafts, etc. from rough draft, transcription, dictated notes, etc.; proofreads for content; edits using knowledge of grammar, punctuation and spelling.
2. **FILING:** Designs office filing systems; organizes and maintains files (including confidential files); maintains, updates and reviews references materials and manuals.

3. CORRESPONDENCE: Composes complex letters and/or memoranda, etc. (e.g. explaining department practices and/or policies) for own or manager's signature.

4. REPORT WRITING: Researches and assembles information from a variety of sources and prepares statistical and/or narrative reports; analyzes information and may make recommendations.

5. INTERPERSONAL: Acts for manager by interpreting established policies and procedures, etc.; troubleshoots by relieving manager of as much administrative detail as possible; acts for and regularly makes decisions in manager's absence (within prescribed limits of authority).

6. PROCESSING: Screens letters, memos, reports and other materials to determine action required; may make recommendations to supervisor.

7. PERSONAL SECRETARY: Arranges and coordinates meetings (including space and equipment); researches, assembles and coordinates meeting materials (e.g. charts, graphs, reports); writes minutes of meetings, lectures, conferences, etc. from rough draft; takes notes using shorthand, speedwriting or machine transcription; prepares expense accounts; makes travel arrangements.

8. OFFICE MANAGEMENT: Authorizes purchases and payments (within prescribed limits of authority); develops input and prepares documentation for office and/or department budget; coordinates budget control and monitoring; develops office and/or department procedural manuals; assists in interviewing and hiring office support staff; trains office support staff; may supervise office support staff; performs related duties as required.

KNOWLEDGE, SKILL AND ABILITY

Considerable knowledge of office administration and management; considerable knowledge of department and/or unit policies and procedures; considerable knowledge of proper grammar, punctuation and spelling; considerable knowledge of business communications; knowledge of business math; considerable interpersonal skills; ability to operate office equipment which includes personal computers and other electronic equipment; ability to operate office suite software; ability to take notes (shorthand, speedwriting or other method acceptable to manager).

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Four (4) years' experience above the routine clerk level in office support or secretarial work.

MINIMUM QUALIFICATIONS - SPECIAL EXPERIENCE

One (1) year of the General Experience must have been as a Secretary 2 or its equivalent.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

College training in the secretarial sciences may be substituted for the General Experience on the basis of 15 semester hours equalling one-half (1/2) year of experience to a maximum of two (2) years.

PREFERRED QUALIFICATIONS

Administrative Assistant duties include, but are not limited to: maintaining the director's calendar and schedule; collect data as needed; assist with tracking budgets and initiate purchase requests; process travel and conference paperwork; collaborate on improvements to office processes, information, and interactions with students, faculty and staff; create and/or update office manual/procedure documents, website content, social media, and any office type of communications; assist with payroll and department scheduling; greet individuals in a professional manner, utilize provided intake forms and follow established office procedures to screen students for urgent and non-urgent matters; maintain confidentiality; schedule appointments; input data in the electronic database; assist students with utilizing tablets when entering data; answer phones and take messages; manage files; arrange and coordinate meetings/take meeting minutes, and order/maintain office supplies.

Preference will be given to applicants who can demonstrate in their application:


1. Excellent written and verbal communication skills
2. Possess pleasant telephone and reception demeanor
3. Attention to detail, accuracy and proofreading skills
4. Proficiency in Microsoft Office including Outlook, Excel and Word
5. Experience with handling confidential materials/data
6. Experience in Higher Education, Banner and Supervisory experience

CONCLUSION


AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

Click on the link below to apply:

<p>Fill out the Supplemental Questionnaire and Application NOW using the Internet.</p>	<p></p>
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The State of Connecticut is an Affirmative
Action/Equal Opportunity Employer and strongly
encourages the application of women, minorities and
persons with disabilities.

E-mail | Phone: (860) 713-5205 | 8am - 5pm M-F |
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Position Announcement

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

Western Connecticut State University
Facilities
CSU Administrative Assistant

Western Connecticut State University is pleased to announce that applications are being accepted for a CSU Administrative Assistant for the Chief Facilities Officer/Associate Vice President for Campus Planning.

The incumbent will be responsible for providing executive level administrative support, including handling issues and requests; strategically researches, requests, and compiles information and advises the AVP. Participates in weekly meetings, records minutes, advises senior staff of timely issues, announcements, and events; compiles and distributes weekly facilities report; works with a broad range of internal and external constituencies.

Qualifications: Eight (8) years of secretarial experience with at least five years reporting directly to a department head or business executive is required; Knowledge of the Higher Education/Facilities/Sustainability/Energy Fields and terminology is preferred; The ability to provide exceptional customer service is required; Familiarity with system-wide, campus-wide and University-wide administrative policies and procedures; Experience developing PowerPoint presentations, budgetary reports, and informational flyers is desired; Excellent written and oral communication skills are required. Advanced computer experience using Microsoft Office Suite, including Word, Excel, Outlook, PowerPoint, as well as experience using OneDrive, WebEx, Website, Social Media

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 \$45,200 – \$72,300 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/.

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 to: hrpositions@wcsu.edu In subject line of email reference: Your Last Name – CSU Administrative Assistant. Application materials must be submitted to and must be received by **Tuesday, June 25, 2019**. 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 via the following link. <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed 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.

Western is an Affirmative Action Equal Opportunity Educator/Employer



Connecticut's Official
State Website



Connecticut State
Department of Administrative Services

Office Assistant

Recruitment #190719-7086CL-001

Location	Danbury, CT
Date Opened	7/22/2019 10:00:00 AM
Salary	*\$42,333 - \$55,542/year (*Employees new to state service start at the minimum)
Job Type	Open to the Public
Close Date	8/1/2019 11:59:00 PM

INTRODUCTION



Western Connecticut State University (WCSU) is a constituent unit of the Board of Regents for Higher Education (BOR), Connecticut State Colleges and Universities. As one of the State of Connecticut institutions of higher learning, this university offers undergraduate and graduate programs that weave together liberal arts and professional education and instill a desire for life-long learning.

This position is for Western Connecticut State University's Cashier's Office located on the Middtown Campus at 181 White Street, Danbury, CT. WCSU's Cashier's Office is responsible for student billing and collection of all monies due the University, operating under the guidelines and policies set forth by the CSU Board of Trustees. The environment is energetic and very fast paced, particularly during peak billing season. Inquiries come via telephone, fax, email, electronic download and in-person.

Work hours will be Monday - Friday 8:00 a.m. – 4:30 p.m. Evening & Weekend hours may be required during busy times. The incumbent will be

responsible for the full range of duties including, but not limited to: responding to phone, email and in-person requests; processing department deposits, preparing daily deposit and account reconciliations, analyzing student billing and respond to student inquiries, processing payments and entering data into the Banner system; maintaining student billing files and records.

WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/.

SELECTION PLAN

All applicants must include a resume within the "Resume Tab" of their application with their submission. Applicants invited to interview may be required to submit additional documentation, which supports their qualification(s) for this position. These documents may include: performance reviews, supervisory references, college transcripts, licensure, etc., at the discretion of the hiring agency.

Should you have questions pertaining to any phase of this recruitment, please contact the hiring agency's human resources office: Peggy Boyle pboyle@wcsu.edu, 203-837-8662.

Preference will be given to applicants who can demonstrate in their application materials:

1. Highly organized, detailed oriented and the ability to multi-task
2. Excellent customer service and interpersonal skills
3. Strong verbal and written communication skills
4. Experience in processing payments including

cash transactions

5. Proficient in Microsoft Word, Excel & Outlook

6. Experience with Banner or similar type of finance/data management software

PURPOSE OF JOB CLASS (NATURE OF WORK)

In a state agency this class is accountable for performing a full range of general clerical functions or for carrying out responsibility for the flow and completion of clerical work in an assigned area.

EXAMPLES OF DUTIES

1. **TYPING:** Types a variety of materials in relation to other duties or as assigned; enters and retrieves data on personal computers and computer terminals.

2. **FILING:** Sets up and maintains office procedures, filing and indexing systems and forms for own use.

3. **CORRESPONDENCE:** Composes routine correspondence.

4. **REPORT WRITING:** Compiles and generates recurrent technical, statistical or financial reports requiring judgment in the selection and presentation of data (format).

5. **INTERPERSONAL:** Provides general information and referral services in response to citizen complaints or questions regarding an agency's services or authority; responds to inquiries from other work units or

departments/agencies; applies agency policies and state statutes and regulations in determining case status or responding to requests for procedural assistance; may lead lower level employees in carrying out assigned clerical functions.

6. PROCESSING: Maintains calendars of due dates and initiates recurring work or special clerical projects accordingly; processes a variety of documents in determining routine case status; exercises discretion in choosing appropriate follow through procedures within defined guidelines including assembling and reviewing incoming materials for accuracy, completeness and conformance to established guidelines and agency policy and procedures, verifying information through use of internal resources and contacts with sender and other work units and soliciting additional information as required by phone or form letter; processes purchase requisitions/purchase orders for subsequent action; prepares payment lists and billing invoices; receives shipments of materials and matches/verifies shipment or billing invoices against original purchase orders; maintains billing control cards, files, journals or account ledgers by posting credits, expenditures, interest, etc.; figures payments, costs, discounts and adjustments using prescribed methods and formulas; receives monies in various forms such as cash, checks and money orders and prepares for deposit; maintains inventory and orders supplies; uses a variety of automated equipment to perform job functions; performs related duties as required.

KNOWLEDGE, SKILL AND ABILITY

Knowledge of office systems and procedures including proper telephone usage and filing; oral and written communication skills; skill in performing arithmetical computations; basic interpersonal skills; ability to perform a full range of clerical tasks; ability to operate office equipment which includes personal computers, computer terminals and other electronic automated equipment; ability to operate office suite software; ability to schedule and prioritize workflow; ability to read and interpret complex instructions.

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Two (2) years of general clerical work experience.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equalling six (6) months of experience.

PREFERRED QUALIFICATIONS

Preference will be given to applicants who can demonstrate in their application materials:

1. Highly organized, detailed oriented and the ability to multi-task
2. Excellent customer service and interpersonal skills
3. Strong verbal and written communication skills
4. Experience in processing payments including cash transactions
5. Proficient in Microsoft Word, Excel & Outlook
6. Experience with Banner or similar type of finance/data management software

SPECIAL REQUIREMENTS

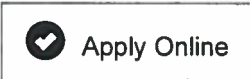
Persons having responsibility for supervising or observing the behavior of inmates or custodial clients will be required to possess a high school diploma or General Educational Development (GED) certification by the time of permanent appointment.

CONCLUSION

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY
EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

Click on a link below to apply for this position:

<p>Fill out the Supplemental Questionnaire and Application NOW using the Internet.</p>	<p></p>
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The State of Connecticut is an Affirmative Action/Equal Opportunity Employer and strongly encourages the application of women, minorities and persons with disabilities.

E-mail | Phone: (860) 713-5205 | 8am - 5pm M-F |

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Connecticut State
Department of Administrative Services

Secretary 1

Recruitment #181221-6976CL-002

Location	Danbury, CT
Date Opened	12/24/2018 10:00:00 AM
Salary	\$42,684 - \$56,009/year
Job Type	Open to the Public
Close Date	1/7/2019 11:59:00 PM

INTRODUCTION



Western Connecticut State University (WCSU), governed by the *Board of Regents (BOR) for Higher Education*, is hiring a full-time Secretary 1 to work in the Pre-Collegiate Office. This is a high-volume office where attention to detail and good student service is essential to support students of diverse backgrounds. The office is responsible for the Danbury Public Schools Collaborative/Upward Bound, Excel and EA²P programs in providing assistance to students with the development of their academic potential, navigational support in scheduling classes, registration, as well as providing social and academic support.

The incumbent will be responsible for the full range of secretarial support duties to the director, assistant director, and part-time counselors, as well as front desk responsibilities. Demonstrated personal commitment to accomplishing departmental objectives, as well as serving as a welcoming professional to students, faculty and staff.

SPECIAL NOTE: *This position is a Grant-Funded position in the first of a five-year grant. Continuation of employment will be contingent upon the renewal of the grant. Work hours will be Monday - Friday 8:00 a.m. – 4:30 p.m.*

WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/. Starting salary is \$42,684 for non-state of CT Clerical Union (NP-3) employees. Applicants must include a resume with their application.

SELECTION PLAN

All applicants must include a resume within the "Resume Tab" of their application with their submission. Applicants invited to interview may be required to submit additional documentation, which supports their qualification(s) for this position. These documents may include: performance reviews, supervisory references, college transcripts, licensure, etc., at the discretion of the hiring agency.

Should you have questions pertaining to any phase of this recruitment, please contact the hiring agency's human resources office: Hrpositions@wcsu.edu.

PURPOSE OF JOB CLASS (NATURE OF WORK)

In a state agency, this class is accountable for performing a full range of secretarial support functions.

EXAMPLES OF DUTIES

Incumbents perform a variety of secretarial duties as illustrated in the following areas:

1. **TYPING:** Using a personal computer or other electronic equipment formats and types a full range of correspondence, reports, bills, drafts, etc. from rough draft, transcription, dictated notes, etc.; proofreads for content; edits using knowledge of grammar, punctuation and spelling.

2. **FILING:** Designs office filing systems; organizes and maintains files (including confidential files); maintains, updates and reviews reference materials and manuals.

3. **CORRESPONDENCE:** Composes routine letters/memoranda, etc. (e.g. standard replies and acknowledgement letters) for supervisor's signature.

4. **REPORT WRITING:** Compiles information from standard sources and prepares data reports (e.g. number of forms processed during the month).

5. **INTERPERSONAL:** Greets and directs visitors; answers phones and takes messages; answers questions requiring knowledge of terminology, organization, supervisor's responsibilities, etc. (e.g. appropriate referrals, general purpose of the unit).

6. **PROCESSING:** Scans correspondence; pulls and attaches related materials; reviews, routes and prioritizes mail.

7. **PERSONAL SECRETARY:** Arranges and coordinates meetings (including space and equipment); writes minutes of meetings, lectures, conferences, etc. from rough draft; takes notes using shorthand, speedwriting or machine transcription prepares expense accounts; makes travel arrangements.

8. OFFICE MANAGEMENT: Maintains an inventory of supplies and equipment; orders supplies when necessary; completes, processes and maintains paperwork for purchasing (e.g. orders, requisitions, invoices, etc.); maintains time and attendance records; performs related duties as required.

KNOWLEDGE, SKILL AND ABILITY

Considerable knowledge of office systems and procedures; considerable knowledge of proper grammar, punctuation and spelling; knowledge of business communications; some knowledge of business math; interpersonal skills; ability to schedule and prioritize office workflow; ability to operate office equipment which includes personal computers and electronic equipment; ability to operate office suite software; ability to take notes (shorthand, speedwriting or other method acceptable to the supervisor).

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Two (2) years' experience above the routine clerk level in office support or secretarial work.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

College training in the secretarial sciences may be substituted for the General Experience on the basis of fifteen (15) semester hours equalling one-half (1/2) year of experience.

PREFERRED QUALIFICATIONS

Preference will be given to applicants who can demonstrate in their application:

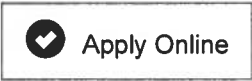
1. Excellent written and verbal communication skills
2. Possess pleasant telephone and reception demeanor
3. Attention to detail, accuracy and proofreading skills
4. Proficiency in Microsoft Office including Outlook, Excel and Word
5. Experience with front-end reception & providing excellent customer service
6. Experience with Banner or information system database
7. Bilingual in Spanish/Portuguese preferred

CONCLUSION

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY
EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

Click on the link below to apply:

<p>Fill out the Supplemental Questionnaire and Application NOW using the Internet.</p>	<p></p>
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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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Connecticut State
Department of Administrative Services

Secretary 1

Recruitment #190521-6976CL-001

Location	Danbury, CT
Date Opened	5/22/2019 10:00:00 AM
Salary	\$42,684 - \$56,009/year
Job Type	Open to the Public
Close Date	6/5/2019 11:59:00 PM

INTRODUCTION



Western Connecticut State University (WCSU) is a constituent unit of the Board of Regents for Higher Education (BOR), Connecticut State Colleges and Universities. As one of the State of Connecticut institutions of higher learning, this university offers undergraduate and graduate programs that weave together liberal arts and professional education and instill a desire for life-long learning.

We are recruiting for a full-time Secretary 1 position to provide support to the Event & Conference Management Office at Western Connecticut State University and is located on the Westside Campus at 43 Lake Ave. Extension in Danbury, CT. The Event & Conference Management Office is a high-volume office where attention to detail and good customer service is essential. The office is responsible for: non-academic campus wide scheduling, requesting/ordering support services with police, EMT, and, T-shirt security, contracting for facilities use, insurance compliance, managing scheduling software and direct the planning and coordination of special events for the President's Office along with other signature University events.. This position will provide clerical support, as well as

calendar management, front desk reception and telephone support, along with providing general support to the university community.

Work hours will be Monday - Friday 8:00 a.m. – 4:30 p.m. Evening hours may be required during busy times. The incumbent will be responsible for the full range of clerical support duties, as well as wide variety of functional coverage for the front desk as needed. Serves as a welcoming professional and student-centered first point of contact for students, faculty, staff and external clients.

WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/.

SELECTION PLAN

All applicants must include a resume within the "Resume Tab" of their application with their submission. Applicants invited to interview may be required to submit additional documentation, which supports their qualification(s) for this position. These documents may include: performance reviews, supervisory references, college transcripts, licensure, etc., at the discretion of the hiring agency.

Should you have questions pertaining to any phase of this recruitment, please contact the hiring agency's human resources office: Hrpositions@wcsu.edu.

PURPOSE OF JOB CLASS (NATURE OF WORK)

In a state agency, this class is accountable for performing a full range of secretarial support functions.

EXAMPLES OF DUTIES

Incumbents perform a variety of secretarial duties as illustrated in the following areas:

1. **TYPING:** Using a personal computer or other electronic equipment formats and types a full range of correspondence, reports, bills, drafts, etc. from rough draft, transcription, dictated notes, etc.; proofreads for content; edits using knowledge of grammar, punctuation and spelling.
2. **FILING:** Designs office filing systems; organizes and maintains files (including confidential files); maintains, updates and reviews reference materials and manuals.
3. **CORRESPONDENCE:** Composes routine letters/memoranda, etc. (e.g. standard replies and acknowledgement letters) for supervisor's signature.
4. **REPORT WRITING:** Compiles information from standard sources and prepares data reports (e.g. number of forms processed during the month).

5. **INTERPERSONAL:** Greets and directs visitors; answers phones and takes messages; answers questions requiring knowledge of terminology, organization, supervisor's responsibilities, etc. (e.g. appropriate referrals, general purpose of the unit).

6. **PROCESSING:** Scans correspondence; pulls and attaches related materials; reviews, routes and prioritizes mail.

7. **PERSONAL SECRETARY:** Arranges and coordinates meetings (including space and equipment); writes minutes of meetings, lectures, conferences, etc. from rough draft; takes notes using shorthand, speedwriting or machine transcription prepares expense accounts; makes travel arrangements.

8. **OFFICE MANAGEMENT:** Maintains an inventory of supplies and equipment; orders supplies when necessary; completes, processes and maintains paperwork for purchasing (e.g. orders, requisitions, invoices, etc.); maintains time and attendance records; performs related duties as required.

KNOWLEDGE, SKILL AND ABILITY

Considerable knowledge of office systems and procedures; considerable knowledge of proper grammar, punctuation and spelling; knowledge of business communications; some knowledge of business math; interpersonal skills; ability to schedule and prioritize office workflow; ability to operate office equipment which includes personal computers and electronic equipment; ability to operate office suite software; ability to take

notes (shorthand, speedwriting or other method acceptable to the supervisor).

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Two (2) years' experience above the routine clerk level in office support or secretarial work.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

College training in the secretarial sciences may be substituted for the General Experience on the basis of fifteen (15) semester hours equalling one-half (1/2) year of experience.

PREFERRED QUALIFICATIONS

Preference will be given to applicants who can demonstrate in their application:

1. Excellent written and verbal communication skills
2. Possess pleasant telephone and reception demeanor
3. Attention to detail, accuracy and proofreading skills

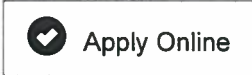
- 4. Proficiency in Microsoft Office including Outlook, Excel and Word
- 5. Experience with front-end reception & providing excellent customer service
- 6. Experience with EMS (Event Management Software) and higher education preferred

CONCLUSION

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

Click on a link below to apply for this position:

<p>Fill out the Supplemental Questionnaire and Application NOW using the Internet.</p>	<p></p>
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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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Connecticut State
Department of Administrative Services

**Qualified Craft Worker
(HVACR) (40 Hour)**

Recruitment #190430-6823FM-001

Location	Danbury, CT
Date Opened	5/1/2019 12:00:00 PM
Salary	\$53,680 - \$69,220/year
Job Type	Open to the Public
Close Date	5/24/2019 11:59:00 PM

INTRODUCTION



Western Connecticut State University (WCSU) is a constituent unit of the Board of Regents for Higher Education (BOR), Connecticut State Colleges and Universities. As one of the State of Connecticut institutions of higher learning, this university offers undergraduate and graduate programs that weave together liberal arts and professional education and instill a desire for life-long learning.

We are recruiting for a full-time Qualified Craft Worker (HVACR) for the Environmental & Facilities Services - Boiler House Operations department, located at 181 White Street in Danbury, CT. Applicants must possess four (4) years in HVACR Trades, with two (2) of these years performing HVACR duties.

Incumbent must be available for all shifts: Work Schedule - Two shifts during spring, summer and fall cooling seasons. During winter heating operations, we move to a three shift schedule. All three shifts have a rotating weekend schedule. Applicants must be able to work all three shifts and able to work weekends. Duties include performing

highly skilled tasks on heating systems, boilers, ventilating and refrigeration; operating, maintaining, installing, and repairing boilers, air conditioning and refrigeration equipment and systems; controlling and measuring air flow, room air changes and room pressurizing; monitoring computerized control systems; and more.

WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/. Starting salary is \$53,680 for non-state of CT Maintenance & Service Unit Union (NP-2) employees.

SELECTION PLAN

All applicants must include a resume within the "Resume Tab" of their application with their submission. Applicants invited to interview may be required to submit additional documentation, which supports their qualification(s) for this position. These documents may include: performance reviews, supervisory references, college transcripts, licensure, etc., at the discretion of the hiring agency.

Should you have questions pertaining to any phase of this recruitment, please contact the hiring agency's human resources office: Hrpositions@wcsu.edu.

PURPOSE OF JOB CLASS (NATURE OF WORK)

In a state agency, this class is accountable for performing a full range of highly skilled duties in one of the following

trade areas: electrical, plumbing and steamfitting, utilities or heating, ventilation and refrigeration.

EXAMPLES OF DUTIES

Performs highly skilled maintenance and/or construction work requiring application of trade skills, codes and standard trade practices in electrical, plumbing, utilities, or HVACR trade areas; makes estimates of time, personnel and determines and obtains required materials; keeps necessary records; may perform duties related to similar trade areas as required; may act as liaison with other operating units and outside contacts; may operate heavy equipment; may respond to fire and/or crash emergency situations at state owned airports; performs related duties as required.

Performs highly skilled tasks in accordance with standard trade practices and codes on air systems used in heating, ventilating and refrigeration; operates, maintains, repairs, installs, modifies and assembles air conditioning and refrigeration equipment and systems which may use Freon or chilled water for air cooling means and air or water for condenser means; determines required cooling capacity of units needed for small areas; uses and interprets a psychometric chart; controls and measures air flow, room air changes and room pressurizing; monitors computerized control systems; performs minor tests for fuel specific gravity and gas leaks; adds water treatment chemicals to boilers; may install, modify, repair and assemble electrical or pneumatic controls for this type of equipment; may inspect and repair steam traps fed by main system at

various locations; may remove pipe insulation materials associated with repair of pipes and fittings using OSHA approved methods.

KNOWLEDGE, SKILL AND ABILITY

Considerable knowledge of and ability to apply standard tools, materials, methods and practices of the particular trade; interpersonal skills; oral and written communication skills; ability to prepare estimates and keep shop records; some ability to utilize computer software.

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Four (4) years of experience in the particular trade area indicated by the parenthetical title.

MINIMUM QUALIFICATIONS - SPECIAL EXPERIENCE

Two (2) years of the General Experience must have been performing skilled trade functions in the specific trade area.

Note: For State Employees, this is interpreted at the level of Skilled Maintainer or Transportation Maintainer 2.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

1. Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for two (2) years of the General Experience.
2. Two (2) years of experience as a Qualified Craft Worker Intern in a designated maintenance trade area may be substituted for the General and Special Experience.
3. Experience performing technical duties within a designated maintenance trade area on a military base, aircraft carrier or large compound may be substituted for the General and Special Experience on a year for year basis.

PREFERRED QUALIFICATIONS

Preference will be given to applicants who can demonstrate in their application:

- HVAC experience in an industrial, commercial, or institutional environment
- Knowledge of standard trade practices
- Implementing and practicing safety procedures
- Excellent interpersonal and written communication skills

- Trade license and experience working with steam
- Respirator experience

SPECIAL REQUIREMENTS

1. Incumbents in this class may be required by the appointing authority to possess and retain appropriate current licenses, permits and/or certifications including possession and retention of an Unlimited Journeyman's license in the trade area indicated by the parenthetical title.
2. Incumbents in this class may be required to possess and retain specific education and/or experience to meet various certification requirements.

CHARACTER REQUIREMENTS

At State Airports: In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate may be made before persons are certified for appointment.

PHYSICAL REQUIREMENTS

1. Incumbents in this class 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.

2. A physical examination may be required.

WORKING CONDITIONS

1. Incumbents in this class may be required to lift moderate to heavy weights and to use protective equipment such as respirators and safety goggles; and may be exposed to risk of injury from equipment, extreme weather conditions and/or environmental conditions.


2. The appointing authority may require completion of an asbestos removal program consistent with EPA guidelines for operations and maintenance during employment in this class. Incumbents may be required to use protective equipment such as respirators and safety goggles.

CONCLUSION


AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

Click on the link below to apply:

<p>Fill out the Supplemental Questionnaire and Application NOW using the Internet.</p>	<p></p>
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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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Connecticut State
Department of Administrative Services

**Qualified Craft Worker
(Plumbing and
Steamfitting) (37.5 Hour)**

Western Connecticut State University

Recruitment #181101-6827TC-001

Location	Danbury, CT
Date Opened	11/2/2018 12:00:00 AM
Salary	\$50,326* - \$64,892/year
Job Type	Open to the Public
Close Date	11/16/2018 11:59:00 PM

INTRODUCTION

This position is for Western Connecticut State University's Environmental & Facilities Maintenance Trades department located on the Midtown Campus at 181 White Street, Danbury, CT. The incumbent must possess current Plumbers Trade License and will be responsible for the full range of plumbing duties including operating equipment to fulfill job function.

Work hours are 37.5 hours per week and will be Monday - Friday 8:00 a.m. - 4:00 p.m. Must be available for emergencies and scheduled overtime. May be exposed to extreme weather. Medical exam, drug screen, and criminal background check will be required prior to offer of employment.

WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/.

*Starting salary is \$50,326 for non-state of CT Maintenance & Service Unit Union (NP-2) employees.

SELECTION PLAN

Note: Applicants who applied for Recruitment #180910-6827TC-001 do not need to reapply. Recruitment #180910-6827TC-001 will be combined with this recruitment to form one certified list.

Should you have questions pertaining to this recruitment, please contact
HRPositions@WCSU.edu.

PURPOSE OF JOB CLASS (NATURE OF WORK)

In a state agency, this class is accountable for performing a full range of highly skilled duties in one of the following trade areas: electrical, plumbing and steamfitting, utilities or heating, ventilation and refrigeration.

EXAMPLES OF DUTIES

Performs highly skilled maintenance and/or construction work requiring application of trade skills, codes and standard trade practices in electrical, plumbing, utilities, or HVACR trade areas; makes estimates of time, personnel and determines and obtains required materials; keeps necessary records; may perform duties related to similar trade areas as required; may act as liaison with other operating units and outside contacts; may operate heavy equipment; may respond to fire and/or crash emergency situations at state owned airports; performs related duties as required.

AUTOMOTIVE AND MECHANICAL EQUIPMENT:

Diagnoses failure in all types of automotive and heavy mobile equipment; services, dismantles, overhauls and reassembles front ends, engines, standard and automatic transmissions, rear ends, hydraulic systems and automotive electrical systems; constructs and repairs any needed parts; welds or brazes parts by oxyacetylene torch or electric welding; may operate testing equipment required to diagnose automotive electronic components.

ELECTRICAL: Performs highly skilled tasks in accordance with national and local codes and standard trade practices; lays out and installs electrical conduit for power and lighting; makes repairs to electrical motors, controllers, switchboard panels, traffic lights, lights, power circuits, ventilating fans, electronic counting and traffic control devices, intercommunication systems and electrical generators; installs open and concealed wiring and lighting fixtures; maintains and repairs unit heaters, fans, building maintenance machines and equipment, gas pumps, refrigeration units, diesel electric generators, movable bridges, fire alarm systems, etc.; repairs relays and switches; rewires motors; bends pipes; installs, repairs and maintains oil burners; performs necessary safety testing of electrical equipment and keeps required records; performs pole work; may diagnose failures and repair drilling and patching to facilitate installations; may assist in high voltage work.

HVACR: Performs highly skilled tasks in accordance with standard trade practices and codes on air systems used in heating, ventilating and refrigeration; operates, maintains, repairs, installs, modifies and assembles air conditioning and refrigeration equipment and systems which may use Freon or chilled water for air cooling means and air or

water for condenser means; determines required cooling capacity of units needed for small areas; uses and interprets a psychometric chart; controls and measures air flow, room air changes and room pressurizing; monitors computerized control systems; performs minor tests for fuel specific gravity and gas leaks; adds water treatment chemicals to boilers; may install, modify, repair and assemble electrical or pneumatic controls for this type of equipment; may inspect and repair steam traps fed by main system at various locations; may remove pipe insulation materials associated with repair of pipes and fittings using OSHA approved methods.

LOCKSMITH: Maintains, repairs and installs locking, mechanical and electronic door closing equipment; makes new or duplicate keys and changes lock combinations using hand tools and special equipment; disassembles locks and repairs or replaces worn tumblers, springs and other parts; rebuilds cylinders; sets up and maintains key control and issuing system.

PLUMBING AND STEAMFITTING: Performs highly skilled plumbing and steamfitting tasks in accordance with standard trade practices; assembles, installs and repairs air, gas, water, steam and sewer disposal systems; cuts, bends, reams and threads pipes; caulks and tests joints; installs and repairs gas, water, steam and sanitary fixtures; covers and insulates tanks, pipes and related objects; works with high pressure hot water and steam systems; performs minor tests for fuel specific gravity and gas leaks; adds water treatment chemicals to boilers; may braze pipes; may inspect and repair steam traps and/or vaults fed by main system at various locations; may

remove pipe insulation materials associated with the repair of pipes and fittings using OSHA approved methods; may inspect and repair medical gas systems.

UNIVERSITY OF CONNECTICUT, Storrs:

UTILITIES : Performs highly skilled tasks in accordance with standard trade practices and codes on water mains, sewer lines, manholes, catch basins, high pressure steam distribution, chilled water distribution and storm water systems; disassembles, cleans, overhauls and rebuilds motors, valves, pumps, filters and other pumping station equipment; cuts, shapes, drills and welds flat or metal pipe to fabricate for use in water and steam distribution systems; inspects and repairs steam traps and/or vaults fed by main system at various locations; operates heavy equipment such as excavators, dump trucks, backhoes, pipe saws, chain saws, jackhammers and various hand tools; cleans sewer lift station wet wells of grease and debris as needed; digs trenches, constructs trench boxes and removes pipe insulation materials associated with the repair of pipes and fittings using OSHA approved methods.

**KNOWLEDGE, SKILL
AND ABILITY**

Considerable knowledge of and ability to apply standard tools, materials, methods and practices of the particular trade; interpersonal skills; oral and written communication

skills; ability to prepare estimates and keep shop records;
some ability to utilize computer software.

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Four (4) years of experience in the particular trade area indicated by the parenthetical title.

MINIMUM QUALIFICATIONS - SPECIAL EXPERIENCE

Two (2) years of the General Experience must have been performing skilled trade functions in the specific trade area.

Note: For State Employees, this is interpreted at the level of Skilled Maintainer or Transportation Maintainer 2.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

1. Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for two (2) years of the General

Experience.

2. Two (2) years of experience as a Qualified Craft Worker Intern in a designated maintenance trade area may be substituted for the General and Special Experience.

3. Experience performing technical duties within a designated maintenance trade area on a military base, aircraft carrier or large compound may be substituted for the General and Special Experience on a year for year basis.

PREFERRED QUALIFICATIONS

Preference will be given to those applicants who can effectively demonstrate the following in their submitted application:

- Commercial/ Industrial plumbing experience
- Experience troubleshooting and repairing sewer disposal systems; perform water treatment
- Experience snaking out drain and resolving water and waste backups as well as grease traps
- Experience soldering, braze and thread piping and insulating pipes
- Experience sourcing necessary materials
- Experience performing highly skilled plumbing tasks in accordance with standard trade practices
- Experience updating projects and work orders through electronic systems
- Experience working independently

- Excellent written communication skills.

SPECIAL REQUIREMENTS

1. Incumbents in this class may be required by the appointing authority to possess and retain appropriate current licenses, permits and/or certifications including possession and retention of an Unlimited Journeyman's license in the trade area indicated by the parenthetical title.
2. Incumbents in this class may be required to possess and retain specific education and/or experience to meet various certification requirements.

CHARACTER REQUIREMENTS

At State Airports: In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate may be made before persons are certified for appointment.

PHYSICAL REQUIREMENTS

1. Incumbents in this class 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.

2. A physical examination may be required.

WORKING CONDITIONS

1. Incumbents in this class may be required to lift moderate to heavy weights and to use protective equipment such as respirators and safety goggles; and may be exposed to risk of injury from equipment, extreme weather conditions and/or environmental conditions.

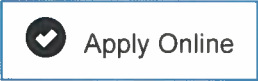
2. The appointing authority may require completion of an asbestos removal program consistent with EPA guidelines for operations and maintenance during employment in this class. Incumbents may be required to use protective equipment such as respirators and safety goggles.

CONCLUSION

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

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Connecticut State
Department of Administrative Services

**Landscape Technician
(37.5 Hour)**

Recruitment #190923-9060TC-001

Location	Danbury, CT
Date Opened	9/25/2019 2:00:00 PM
Salary	\$43,218 - \$56,440/year (individuals new to state service start at minimum)
Job Type	Open to the Public
Close Date	10/9/2019 11:59:00 PM

INTRODUCTION



Western Connecticut State University (WCSU) is a constituent unit of the Board of Regents for Higher Education (BOR), Connecticut State Colleges and Universities. As one of the State of Connecticut institutions of higher learning, this university offers undergraduate and graduate programs that weave together liberal arts and professional education and instill a desire for life-long learning.

We are recruiting for a Landscape Technician to work withing the university's Department of Environmental & Facilities Services - Grounds Operations, located at 181 White Street in Danbury, CT. Candidate will be responsible for grounds and athletic field maintenance, including snow removal operations as well as garbage and recycle routes and removal on the Midtown and Westside Campuses of Western Connecticut State University. Eligible candidates in this class must possess and retain a valid Motor Vehicle Operator's license. Will be required to work during inclement weather.

Work Schedule: Monday - Friday, 6:00 a.m. – 2:00 p.m. A medical exam, drug screen, and criminal background check will be required prior to offer of employment.

WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/.

SELECTION PLAN

All applicants must include a resume within the "Resume Tab" of their application with their submission. Applicants invited to interview may be required to submit additional documentation, which supports their qualification(s) for this position. These documents may include: performance reviews, supervisory references, college transcripts, licensure, etc., at the discretion of the hiring agency.

Should you have questions pertaining to any phase of this recruitment, please contact the hiring agency's human resources office: Hrpositions@wcsu.edu.

NOTE: The incumbent must possess and retain a valid motor vehicle license, and will be required to work during inclement weather.

PURPOSE OF JOB CLASS (NATURE OF WORK)

At the University of Connecticut, Western Connecticut State University, Central Connecticut

State University, Eastern Connecticut State University and Southern Connecticut State University and the University of Connecticut Health Center, this class is accountable for independently performing a full range of landscaping tasks to beautify and maintain the visual appearance of the campuses and/or regional campuses.

EXAMPLES OF DUTIES

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 sodding, 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 pre-treatment 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.

KNOWLEDGE, SKILL AND ABILITY

Knowledge of various plants used in landscape features; knowledge of proper care of plants for sustainment; basic knowledge of turf grass management practices; some basic knowledge of pesticides and application methods and techniques; interpersonal skills; oral and written communications skills; ability to operate, maintain and repair hand tools; ability to operate, maintain and repair small gas engines; ability to operate maintain and repair large power equipment; ability to operate, maintain and repair heavy construction and commercial landscaping equipment and vehicles; ability to use personal protective equipment; ability to follow written and oral

instructions; some ability to utilize computer software.

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Two (2) years of experience in landscape maintenance including the operation, maintenance and repair of small and large power/motor equipment and heavy construction and/or commercial equipment and vehicles used in landscaping.

MINIMUM QUALIFICATIONS - SPECIAL EXPERIENCE

One (1) year of the General Experience must include plant selection and installation, pruning, fertilization and seeding of turf grasses.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

For State Employees, two (2) years of landscaping experience at or above the level of Maintainer may

be substituted for the General and Special Experience.

PREFERRED QUALIFICATIONS

Preference will be given to applicants who can demonstrate in their application:

- 1) Experience in a large-scale service industry;
- 2) Experience in Grounds, Sports Fields Maintenance, and Snow Removal, including plant selection and installation, pruning, fertilization and seeding of turf grasses.;
- 3) Demonstrated use of technical & communicative skills;
- 4) Professional Certifications such as Property Maintenance and Management;
- 5) Previous experience at a college or university-like setting;
- 6) Demonstrated knowledge of horticulture.

SPECIAL REQUIREMENTS

1. Incumbents in this class may be required to possess and retain appropriate current licenses, permits and/or certifications.
2. Incumbents in this class may be required to travel.
3. Incumbents in this class must possess and retain

a valid Motor Vehicle Operator's license.

4. Incumbents in this class must be available to work as needed for emergency or snow removal duties.

PHYSICAL REQUIREMENTS

1. Incumbents in this class 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.
2. A physical examination may be required.

WORKING CONDITIONS

1. Incumbents in this class may be required to lift moderate to heavy weights; may be exposed to extreme weather conditions, significant levels of dust and noise and risk of injury from equipment.
2. Incumbents in this class may be required to use personal protective equipment.

CONCLUSION

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.



Connecticut State
Department of Administrative Services

Police Officer

Western Connecticut State University

Recruitment #181203-9035PS-001

Location	Danbury, CT
Date Opened	12/4/2018 12:00:00 AM
Salary	\$53,540 - \$70,449/year
Job Type	Open to the Public
Close Date	12/17/2018 11:59:00 PM

INTRODUCTION



The State of Connecticut, Western Connecticut State University is currently accepting applications for the position of Police Officer. This position is located on the Midtown Campus at 181 White Street, Danbury, CT. Applicants must be available for all shifts. The incumbent will be responsible for the full range of Police Officer duties.

WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/.

*Starting salary is \$53,540 for non-state of CT Protective Services (NP-5) employees.

SELECTION PLAN

Must be currently certified as a Connecticut Police Officer and possess and retain a valid Motor Vehicle Operator's License and be available for all shifts.

Should you have questions pertaining to this recruitment, please contact HRpositions@WCSU.edu

PURPOSE OF JOB CLASS (NATURE OF WORK)

In a state agency, college or university, this class is accountable for independently performing a full range of tasks in the protection, safety and security of individuals and property with full police powers and responsibility for law enforcement.

EXAMPLES OF DUTIES

The Police Officer may perform a combination or concentration of the following functions on a fixed or rotating basis as directed by the agency:

1. **SECURITY:** Provides crowd control at various events and activities; monitors designated areas to ensure physical security and authorized access in order to prevent theft, trespass, vandalism or violation of state statutes or regulations; gives directions and routine information to the public; participates in evacuation activities in event of fire, bomb threats or other potential disasters; operates fire fighting apparatus if needed; may conduct cruiser or foot patrols; may conduct bicycle patrols as weather permits.
2. **PROTECTION:** Provides traffic and/or crowd control; assesses nature of further assistance needed and makes timely and appropriate arrangements; may gather background information and provide threat assessments regarding high risk locations, safety of persons or property, biological or physical threats; may respond to emergency situations and provide CPR or first aid to injured parties; may transport or escort couriers with currency and prisoners or Absent Without Leave (AWOL) persons; may assist in search for escaped patients or inmates; may assist State Police in investigation of major criminal acts; may be required to maintain building

security and perform patrol duties at time of heightened alert level under Homeland Security procedures.

3. **ENFORCEMENT:** Directs traffic and enforces motor vehicle and parking regulations; may initiate and conduct criminal and other investigations of violations, suspicious activities or reports of incidents occurring within jurisdiction; may conduct on site investigations, question witnesses, arrest individuals at scene and issue summons.
4. **ADMINISTRATION:** Records information; applies for and serves arrest warrants; processes paperwork on arrests and activity reports; arranges surety and non-surety bond payments or Written Promise to Appear (WPA); provides court testimony; conducts special programs, projects and services as required; may process arrested individuals including determining charges, fingerprinting, photographing, initiating National Crime Information Computer (NCIC) check, searching, removing and inventorying personal belongings and transporting arrested persons to lock up; may conduct various safety training, certification and/or recertification courses; may perform minor equipment repairs; may make public presentations regarding crime prevention and safety; may serve as dispatcher; performs related duties as required.
5. **CONNECTICUT LOTTERY CORPORATION:** May enforce gaming regulations for Connecticut Lottery Corporation and casinos.
6. **DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION:** Assists Conservation Enforcement Officers in the enforcement of state laws and regulations pertaining to fish, wildlife, parks, forests, boating, snowmobiling and the use of department owned or leased land facilities.

KNOWLEDGE, SKILL AND ABILITY

Knowledge of police and security practices and procedures; knowledge of relevant state and federal laws, statutes and regulations; knowledge of traffic and crowd control practices and procedures; knowledge of criminal law and court procedures; considerable interpersonal skills; oral and written communication skills; ability to analyze emergency situations and develop effective courses of action; ability to utilize computer software.

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Certification as a law enforcement officer in the State of Connecticut pursuant to regulations promulgated by the Connecticut Police Officer

Standards and Training Council.

Note: Candidates with a pending certification status may be employed on a temporary basis pending re-certification by the Connecticut Police Officer Standards and Training Council.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

Successful completion of prescribed training and probationary requirements set forth in the class of Protective Services Trainee.

PREFERRED QUALIFICATIONS

Preference will be given to those applicants who can effectively demonstrate the following in their submitted application:

1. Experience with Emergency situations
2. Dispatch, Security, Law Enforcement Experience
3. Providing good customer service
4. Experience using technology, including Microsoft Office and Law Enforcement Software
5. Community policing outreach experience

SPECIAL REQUIREMENTS

1. Applicants must be United States citizens.
2. Candidates for this class are subject to selection standards pursuant to Section 7-294-a-e of the Connecticut General Statutes and the regulations of the Connecticut Police Officer Standards and Training Council.
3. Incumbents in this class must possess and maintain authority from the Commissioner of Emergency Services and Public Protection to "arrest and present before a competent authority any person for any offense committed within his precinct." (Connecticut General Statutes 29-18 and/or 10a-142)
4. Incumbents in this class must possess and maintain certification as a law enforcement officer in the State of Connecticut pursuant to Section 7-294-a-e of the Connecticut General Statutes and the regulations promulgated by the Connecticut Police Officer Standards and Training Council. Loss of certification will result in removal from the class.
5. Incumbents in this class may be required to maintain certifications pursuant to the regulations of the Connecticut Police Officer Standards and Training Council and/or agency requirements.
6. Incumbents in this class must possess and maintain a valid Motor

Vehicle operator's license.

7. Incumbents in this class may be required to obtain and retain Emergency Medical Technician (EMT) certification

8. Incumbents in this class must be eligible and qualified to bear arms.

9. Incumbents in this class may be required to travel.

10 Department of Energy and Environmental Protection: Incumbents in this class will be required to obtain and retain a Standard First Aid certificate and CPR certificate and participate in any job related training sessions.

11. Department of Energy and Environmental Protection: Incumbents in this class must be willing to accept assignments or transfers to any region of the state consistent with departmental policies or stipulations and work a flexible schedule.

CHARACTER REQUIREMENTS

In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate may be made before persons are certified for appointment.

PHYSICAL REQUIREMENTS

1. Incumbents in this class must have general good health, be free from any disease or injury which would impair health or usefulness and possess and retain sufficient physical strength, stamina, agility, endurance and visual and auditory acuity required, to perform the duties of the class. A physical fitness assessment will be required of all applicants.

2. A comprehensive medical examination, including a controlled substance screening, will be required of all applicants upon a conditional offer of employment.

3. Department of Energy and Environmental Protection: Incumbents in this class must be able to pass a swim test including swimming 100 yards within four (4) minutes.

WORKING CONDITIONS

Incumbents in this class may be exposed to unpleasant and/or dangerous situations which could cause injury or loss of life, to uncomfortable weather conditions and/or to confinement within a vehicle for prolonged periods.

CONCLUSION

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

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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Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
CREATED BY: POSTMASTER
SENT: Monday, March 25, 2019 9:52:00 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 #: 219717
Job Title: Assistant Director - Academic Advisement Center
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 is an automated email notification. Please do not respond.

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
SENT: Tuesday, April 16, 2019 10:29:00 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 #: 222700
Job Title: Admissions Representative - Admissions Office
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 is an automated email notification. Please do not respond.

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
CREATED BY: POSTMASTER
SENT: Tuesday, May 21, 2019 4:15:00 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 #: 227300
Job Title: Billing Administrator - Cashiers Office
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 is an automated email notification. Please do not respond.

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER**CREATED BY:** POSTMASTER**SENT:** Friday, May 31, 2019 3:04:00 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 #: 228564

Job Title: Assistant Director of Athletics for Internal & External Affairs - 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 all job seekers.

This is an automated email notification. Please do not respond.

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER**ENT:** Thursday, June 13, 2019 12:32:00 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 #: 230307

Job Title: Facilities Planning & Engineering Director

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 is an automated email notification. Please do not respond.

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
ENT: Thursday, June 13, 2019 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 #: 230301
Job Title: CSU Administrative Assistant - Facilities
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.

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CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

SENT: Friday, June 28, 2019 11:22:00 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 #: 232412

Job Title: Education & Educational Psychology University Assistant (Part-Time)

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.

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CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

SENT: Friday, June 28, 2019 10:34:00 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 #: 232404

Job Title: Director of Environmental Health

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.

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Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
CREATED BY: POSTMASTER
SENT: Wednesday, July 3, 2019 11:39:00 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 #: 232987
Job Title: Event Fiscal Assistant - Events & Conference 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 all job seekers.

This is an automated email notification. Please do not respond.

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
CREATED BY: POSTMASTER
SENT: Wednesday, July 3, 2019 10:00:00 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 #: 232978
Job Title: Assistant to the Director - Events
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.

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CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

SENT: Thursday, July 25, 2019 3:36:00 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 #: 235761

Job Title: Information Technology & Innovation - Media Services Digital Media Assistant
Trainee

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 is an automated email notification. Please do not respond.

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

SENT: Tuesday, July 30, 2019 11:15:00 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 #: 236190

Job Title: Fire Safety - University Assistant Part Time (19 hours per week)

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 is an automated email notification. Please do not respond.

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

SENT: Friday, August 2, 2019 4:12:00 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 #: 236696

Job Title: Information Technology & Innovation Enterprise Content Management (ECM)

Application Administrator

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 is an automated email notification. Please do not respond.

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

SENT: Thursday, August 22, 2019 4:38:00 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 #: 239340

Job Title: Assistant or Associate Professor (Tenure Track) - Accounting

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 is an automated email notification. Please do not respond.

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

SENT: Thursday, September 5, 2019 11:28:00 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 #: 242062

Job Title: Fiscal Assistant - Environmental

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 is an automated email notification. Please do not respond.

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

SENT: Monday, September 23, 2019 3:58:00 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 #: 244384

Job Title: Visual & Performing Arts Center Events Coordinator

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 is an automated email notification. Please do not respond.

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
SENT: Monday, October 28, 2019 3:56:00 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 #: 249282
Job Title: Enterprise Content Management (ECM) Application Administrator
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 is an automated email notification. Please do not respond.

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER**CREATED BY:** POSTMASTER**SENT:** Tuesday, November 19, 2019 4:53:00 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 #: 251877

Job Title: Assistant Professor - Political Science - International Relations (Tenure Track)

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 is an automated email notification. Please do not respond.

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

CREATED BY: POSTMASTER

SENT: Thursday, December 19, 2019 10:33:00 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 #: 255279

Job Title: Bursar (Cashiers Office) - Fiscal Affairs

Current Status: Veteran Hold

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 guidance from the Title IX of the Educational Amendment Act of 1972) 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 guidance from the Title IX of the Educational Amendment Act of 1972) 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 is 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, 2019				
Name	Position	Position Classification	Gender/ Ethnicity	Time Commitment
Mrs. Jesenia Minier Delgado	Chief Diversity Officer	Management/ Confidential	H/F	30%
Mr. Paul Steinmetz	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%
Mr. Robert Pote	Professor, English	SUOAF	W/M	10%
Mr. Michael Ercoli	Quality Craft Worker	NP-3	W/M	10%

(e) The Chief Diversity Officer maintains a list of the following groups, which include:

AAUP Minority Mentoring and Recruitment Committee Active Service as of April 1, 2019				
Name	Position	Position Classification	Gender/ Ethnicity	Time Commitment
Mrs. Jesenia Minier Delgado	Chief Diversity Officer	Management/ Confidential	H/F	30%
Dr. Deneen Harris	Assistant Professor, Social Work	AAUP	B/F	10%
Dr. Jack Tom	Professor, Art	AAUP	A/M	10%
Dr. Edwin Wong	Associate Professor, Biology	AAUP	A/M	10%

SUOAF Minority Mentoring and Retention Committee Active Service as of April 1, 2019				
Name	Position	Position Classification	Gender/ Ethnicity	Time Commitment
Mrs. Jesenia Minier Delgado	Chief Diversity Officer	Management/ Confidential	H/F	30%
Rebecca Woodward	Co-Chief Information Officer	SUOAF	W/F	10%
Lynn Bricker		SUOAF	W/F	10%
Daryle Dennis	Assistant Dean, Student Affairs	SUOAF	B/M	10%

Presidential Cabinet Members Active Service as of April 1, 2019				
Name	Position	Position Classification	Gender/ Ethnicity	Time Commitment
Dr. John B. Clark	President	Management/ Confidential	W/M	20%
Dr. Missy Alexander	Provost/Vice President for Academic Affairs	Management/ Confidential	W/F	20%
Dr. Keith Betts	Vice President for Student Affairs	Management/ Confidential	W/M	20%
Ms. Lynne LeBarron	Interim Vice President, Institutional Advancement	Administrator	W/F	20%
Mr. Jay Murray	Associate Vice President for Enrollment Services	Management/ Confidential	B/M	20%
Mr. Sean Loughran	Associate Vice President for Finance and Administration	Management/ Confidential	W/M	20%
Mr. Luigi Marcone	Chief Facilities Officer and Associate Vice President for Campus Planning	Management/ Confidential	W/M	20%
Vacancy	Associate Provost/Associate Vice President for Academic Affairs	Management/ Confidential	N/A	20%
Mrs. Jesenia Minier Delgado	Chief Diversity Officer	Management/ Confidential	H/F	20%
Mr. Fred Cratty	Chief Human Resources Officer	Management/ Confidential	W/M	20%
Vacancy	Chief Information Officer	Management/ Confidential	N/A	20%
Mr. Brian Vernon	Dean, School of Visual and Performing Arts	Management/ Confidential	B/M	20%
Dr. Michelle Brown	Dean, Macricostas School of Arts & Sciences	Management/ Confidential	W/F	20%
Dr. David Martin	Dean, Ancell School of Business	Management/ Confidential	W/M	20%
Dr. Joan Palladino, Ed.D.	Interim Dean, School of Professional Studies	Management/ Confidential	W/F	20%
Dr. Walter Cramer	Dean of Students	Management/ Confidential	W/M	20%
Mr. Paul Steinmetz	Director, University Relations	Management/ Confidential	W/M	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 (see attached documentation).

In addition to the above activities, staff that participate in the development of the Plan are:

Participating Staff with the University's 2020 Affirmative Action Plan Reporting period from April 1, 2019 to March 31, 2020		
Name	Position	Time Commitment
Dr. John B. Clark	President	20%
Dr. Missy Alexander	Provost/Vice President for Academic Affairs	20%
Dr. Keith Betts	Vice President for Student Affairs	20%
Ms. Lynne LeBarron	Interim Vice President, Institutional Advancement	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%
Dr. Walter Cramer	Dean of Students	20%
Dr. Michelle Brown	Dean, Macricostas School of Arts and Sciences	25%
Mr. Brian T. Vernon	Dean, School of Visual and Performing Arts	25%
Dr. Joan Palladino, Ed.D.	Interim Dean, School of Professional Studies	25%
Dr. David Martin	Dean, Ansell 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 Statutes 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 bi-weekly 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)

2019 EXECUTIVE SUMMARY OF THE AFFIRMATIVE ACTION PLAN

April 1, 2019 to March 31, 2020



Final Submitted: September 15, 2020

Office of Diversity and Equity

181 White Street

University Hall, Room 202B

Danbury, Connecticut 06810

Report contact: Mrs. Jesenia Minier-Delgado, Chief Diversity Officer/Title IX Coordinator

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ABSTRACT

Western Connecticut State University (“WCSU” or “University”) Affirmative Action Plan for Employment (“AAP” or “*the Plan*”) is a comprehensive, results-oriented set of procedures and programs that details the University’s strategy to eliminate discrimination; setting forth a good faith effort to attain hiring, promotional and programmatic goals; and to achieve equal opportunity for the university community.

INTRODUCTION

The University’s Office of Diversity and Equity (“ODE”) has completed the University’s AAP per Connecticut General Statute (CGS) §46a-68 and Sections 46a-68-75 to 46a-68-114, are inclusive. The *Plan* is a comprehensive, results-oriented set of procedures and programs that articulate the University’s strategy to combat discrimination, put forth a good faith effort to attain hiring goals, and to achieve equal employment opportunity.

The *Plan*’s objectives are to:

1. Establish hiring, promotional, and program goals that promote affirmative action;
2. Illustrate the University’s efforts to achieve a work force that is properly balanced and fully representational of the relevant labor market areas;
3. Quantitatively and qualitatively measure the University’s degree of success in accomplishing hiring, promotion, and program goals; and
4. Examine and eliminate any policy or employment practice that adversely affects members of protected classes.

The *Plan* is submitted annually for review and approval by the Connecticut Commission on Human Rights and Opportunities (“CHRO”). Within the 90-day review, CHRO evaluates the Plan to ensure that it contains all of the sixteen (16) required elements and meets the following standard(s) of review:

1. The work force, considered as a whole and by occupational category, is in parity with the relevant labor market area; or
2. The agency has met all or substantially all of its hiring, promotional and program goals; or
3. The agency has demonstrated every good faith effort to achieve such goals and despite if these reports has been unable to do so; and
4. The agency has substantially addressed deficiencies noted by the Commission in prior Plan reviews in accordance with Section 46a-68-10.

The University’s history of approvals has been based on CHRO’s acceptance that the University demonstrated every *good faith effort* to meet goals, rather than goal achievement. Connecticut General Statutes Sec on 46a-68-75 (v) defines good faith effort as:

... that degree of care and diligence which a reasonable person would exercise in the performance of legal duties and obligations. At a minimum, it includes all those efforts reasonably necessary to achieve full compliance with the law. Further, it includes additional or substituted efforts when initial endeavors will not meet statutory or regulatory requirements. Finally, it includes documentary evidence of all action undertaken to achieve compliance, especially where requirements have not or will not be achieved within the reporting period established pursuant to section 46a-68-92 of the Regulations of Connecticut State Agencies.

The 2019 *Plan* was **Approved** by CHRO, based on Reviewer, Neeva Vigezzi's ("Ms. Vigezzi") recommendation. All of Ms. Vigezzi's recommendations in the *Plan* evaluation have been addressed in the 2020 *Plan*.

WCSU WORKFORCE

The executive summary is intended to assist the University's ongoing efforts to diversify its workforce. The executive report has detailed demographic information organized by race and gender about the WCSU workforce, new hires, applicants and recruitment efforts. This 2019 update provides similar data and analyses as presented in past years, in a summarized format. The report includes the faculty and staff workforce, new hires (2018-2019), in-residence faculty, applicant pool data and historical hiring data. The data includes demographic information organized by race and gender.

The demographic profiles are obtained through voluntary self-identification by employees and applicants. The data specific to applicants and hiring reflects the time period of April 1, 2019 to March 31, 2020. The information in this report is compiled by ODE also utilizing data from State of Connecticut Department of Administrative Services ("DAS") CORE-CT Data System.

Definitions

Faculty: Assistant, Associate and Full Professors. Clinical faculty are included for the Schools of Professional Studies and Arts and Sciences. Adjunct faculty, (Part-time), Lecturer and Instructor positions are not included.

Staff: Management, State University Organization of Administrative Faculty ("SUOAF"), and Classified staff, which includes Secretarial/Clerical, Service/Maintenance, Technical/Paraprofessional, Skilled Craft Worker and Protective Service employees. Part-Time Staff, University/Research assistant and Graduate Assistants are not included.

Workforce: Faculty or staff (as defined above) employed as of April 1, 2019.

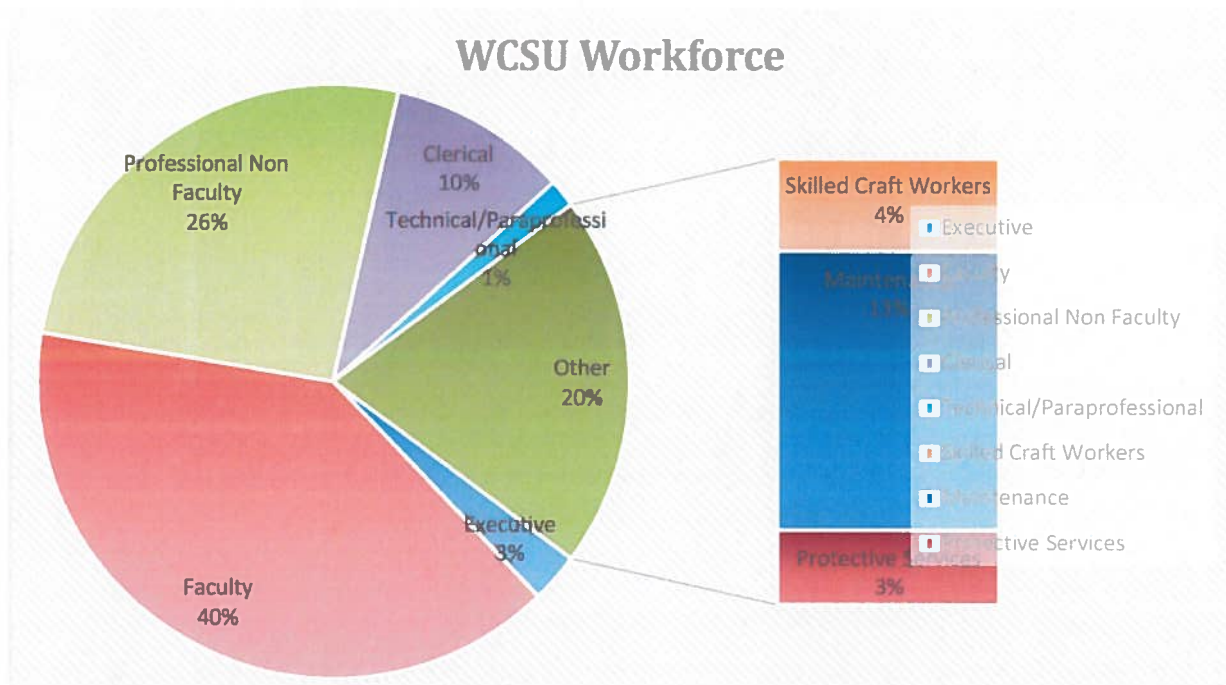
New Hires: Faculty or staff hired within the 12-month period of April 1, 2019 to March 31, 2020.

Race and Ethnicity Definitions*

- **White (Not of Hispanic Origin):** All people having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- **Black (Not of Hispanic Origin):** All people having origins in any racial groups of Africa.
- **Hispanic or Latino:** All people having Puerto Rican or Mexican origins, or all people of Cuban, Central, or South American, or other Spanish culture or origin, regardless of race.
- **Asian:** All people in the groups of Asian/Pacific Islander; Asian (all people having origins in any of the original peoples of China, Japan, Korea, Eastern Asia, Southeast Asia, the Indian subcontinent (including Pakistan) or the Pacific Islands including the Philippines).
- **Native American:** Native American Indian or Alaskan Native (all people having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliation or community attachment). Note: Native American data is not included in applicant data due to the not statistically significant number of applicants self-identifying as Native American.
- **Two or More Races:** All persons identifying with 2 or more of the following races: White, Black, Hispanic, Asian, Native American.

**Taken from the Equal Employment Opportunity Commission (EEOC) regulations*

Workforce Percentage(s)



Of the combined WCSU workforce of **591**, the above noted diagram features:

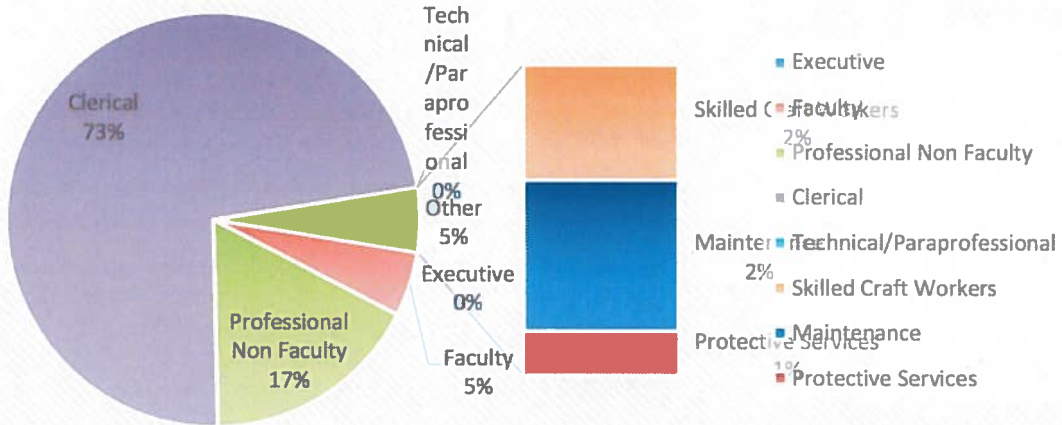
- 57.5%** are Professional and Administrative Staff
- 39.8%** are Professorate/Faculty
- 2.7%** are Executive/Management

Of the combined WCSU workforce of **591**, the ethnic/gender composition is:

- | | |
|---|---------------------------|
| Ethnic Composition | Gender Composition |
| 73.4% White | 48.4% Female |
| 7.2% Black | 51.6% Male |
| 9.2% Hispanic | |
| 10.0% Asian/Pacific Islander (Other) | |

Applicants Figures for 2019-2020 Searches

WCSU Applicant Figures



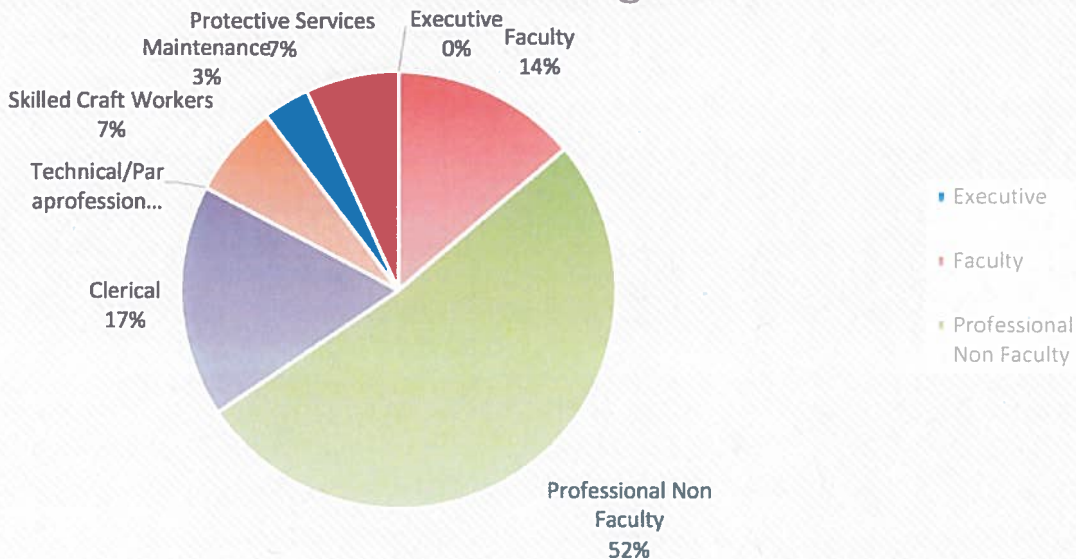
There were **2,112 applicants** for WCSU searches from April 1, 2019 to March 31, 2020 with the following ethnic/gender composition:

Ethnic Composition	
26.3%	White
8.4%	Black
9.2%	Hispanic
56.1%	Asian/Pacific Islander (Other)

Gender Composition	
80.9%	Female
19.1%	Male

New Hires in 2019-2020

New Hire Figures



There were 29 new hires from April 1, 2019 to March 31, 2020 with the following ethnic/gender composition:

Ethnic Composition

69.0% White
 6.9% Black
 17.2% Hispanic
 6.9% Asian/Pacific Islander (Other)

Gender Composition

51.7% Female
 48.3% Male

GOAL ACHIEVEMENT

A hiring or promotional goal is set for each instance of underutilization of a race and/or gender group in any given job category. The utilization of race and/or gender groups is determined by comparing the representation of these groups in our work- force with the availability in the labor market. Underrepresentation in a specific race and/or gender group is based on the difference in percentages between the current workforce and the availability in the labor market. Hiring goals are then set based on the number of positions needed in order for the workforce to reach parity with the available population in the labor market. A promotional goal is set for each instance of underutilization of a race and/or gender group in any given job category. Promotional goals are set in lieu of or in addition to hiring goals, based on the historical pattern of fulfilling positions. This historical pattern is utilized when calculating the availability base for job categories. Because of the constantly changing labor market and University workforce, goals are updated annually.

Hiring Goals

For this reporting period, WCSU established and met seven (7) hiring goals and acquired twenty-nine (29) new hires. Hiring occurred in the occupational categories of Executive, Faculty (Associate and Assistant Professor), Professional Non-Faculty, Clerical (All Titles), Skilled Craft Workers, Maintenances (including Custodian) and Protective Services. Since goal achievement cannot take place in categories where hiring did not occur, no goals attributable to the categories of Professor, Associate Professor and Technical/Paraprofessional EEO categories. These identified goals were not achievable, and therefore, no established goals were identified as achievable goals.

EEO Category	Hires	Goals	Goals Achieved	Percent of Goal Achievement
Executive	0			
Faculty (Professor)	0			
Faculty (Associate Prof.)	1			
Faculty (Assistant Prof.)	3	2 BM, 2 BF, 2 HM and 3 OF	1 goal achieved	11%
Professional Non-Faculty	15	6 WM, 4 WF, 1 BM, 1 HM, 2 HF, 1 OM	5 goals achieved	33%
Technical/Paraprofessional	0			
Clerical	5	3 WM, 1 BM, 1 HM	0 goals achieved	N/A
Skilled Craft Workers	2	1 BM and 6 HM	0 goals achieved	N/A
Service Maintenance	1	1 BM, 2 BF, 4 HM, 1 HF	0 goals achieved	N/A
Protective Service	2	1 WM and 1 HF	1 goal achieved	50%
Total	29	46 goals established	7 goals achieved	15 %

Of the twenty-nine (29) new hires that occurred during this reporting period, seven (7) or fifteen percent (15%) met established reachable hiring goals. Additionally, in its commitment to diversify the University hired ten (10) members from underrepresented groups that did not meet established goals:

1. One (1) new hire identified as Other Male in the Associate Professor category;
2. One (1) new hire identified as White Female from the Assistant Professor category;
3. Four (4) new hires identified as one (1) Hispanic Male, two (2) Hispanic Female and one (1) Other Male Professional/Non-Faculty category;
4. Two (2) new hires identified as one (1) Black Female and one (1) Hispanic Female from the Secretarial/Clerical category;
5. One (1) new hire identified as a White Female from the Skilled Trades Worker category; and
6. One (1) new hire identified as a Hispanic Female from the Protective Services category.

In all, ten (10) out of the twenty-nine (29) new hires, or twenty-four percent (34%), were not goal candidates but new hires from historically underrepresented groups, including White females.

For a full explanation, see Section 46a-68-90, Goals Analysis.

Promotional Goals

For this reporting period, WCSU established and met six (6) promotional goals and acquired seventeen (17) faculty and staff who were promoted. Promotions occurred in the occupational categories of Executive, Faculty (Professor, and Associate Professor), Service Maintenance and Protective Services. Since goal achievement cannot take place in categories where promotions did not occur, no goals attributable to the categories of Assistant Professor, Professional Non-Faculty, Technical/Paraprofessional, Clerical (all titles) and Skilled Craft Worker EEO categories. These identified goals were not achievable, and therefore, no established goals were identified as achievable goals.

EEO Category	Promotions	Goals	Goals Achieved	Percent of Goal Achievement
Executive	2	N/A	N/A	N/A
Faculty (Professor)	6	4 BM, 7 OM and 7 OF	2 goal achieved	10%
Faculty (Associate Prof.)	9	5 WM, 5 WF, and 2 HF	4 goals achieved	33%
Faculty (Assistant Prof.)				
Professional Non-Faculty				
Technical/Paraprofessional				
Clerical				
Skilled Craft Workers				
Service Maintenance				
Protective Service				
Total	17	30 goals established	6 goals achieved	20%

Of the seventeen (17) promotions that occurred during this reporting period, six (6) or thirty-five percent (35%) met established reachable promotional goals. Additionally, in its commitment to diversify the University promoted eight (8) members from underrepresented groups that did not meet established goals:

1. One (1) promotion identified as White Female from the Executive category;
2. Two (2) promotions identified as one (1) White Female and one (1) Hispanic Male from the Professor category;
3. Five (5) promotions identified as one (1) Black Female, one (1) Hispanic Male, one (1) Other Male and two (2) Other Female from the Associate Professor category;

In all, eight (8) out of the seventeen (17) promotions, or forty-seven (47%) percent were not goal candidates but promotional candidates from historically underrepresented groups, including White females.

For a full explanation, see Section 46a-68-90, Goals Analysis.

Hiring and Promotional Goals Summary

Based on Section 46a-68-40, Utilization Analysis, the University has established the following hiring and promotional goals for the period of April 1, 2020 through March 31, 2021.

EXECUTIVE

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
2	White Females		
1	Black Female		
1	Other Male		
1	Other Female		

FACULTY - PROFESSOR

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
		4	Black Male
		7	AAIANHNPI Male
		7	AAIANHNPI Female

FACULTY – ASSOCIATE PROFESSOR

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
		5	White Male
		5	White Female
		2	Hispanic Female

FACULTY – ASSISTANT PROFESSOR

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
2	Black Male		
2	Black Female		
2	Hispanic Male		
3	AAIANHNPI Female		

PROFESSIONAL NON-FACULTY

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
6	White Female		
1	Black Male		
8	Black Female		
1	AAIANHNPI Female		

SECRETARIAL/CLERICAL

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
3	White Male		
1	Black Male		
1	Hispanic Male		

SECRETARIAL/CLERICAL – SECRETARY 2

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
3	Black Female		

TECHNICAL/PARAPROFESSIONAL

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
1	Black Male		
1	Hispanic Female		

SKILLED CRAFT WORKERS

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
1	Black Male		
6	Hispanic Male		

SERVICE MAINTENANCE

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
1	Black Male		
2	Black Female		
4	Hispanic Male		
1	Hispanic Female		

SERVICE MAINTENANCE - CUSTODIANS

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
4	White Male		
1	Black Female		
2	Hispanic Male		
3	Hispanic Female		

PROTECTIVE SERVICES

HIRING		PROMOTIONAL	
<i>New Goals</i>	<i>Ethnic/Gender Composition</i>	<i>New Goals</i>	<i>Ethnic/Gender Composition</i>
1	White Male		
1	Hispanic Male		

PROGRAM GOALS: WHAT IS ACCOMPLISHED?

The University did not identify any employment policy or practice that adversely affects any minority group candidates, including physically disabled, older persons, or women. The University will, however, continue to take a critical look at its employment processes and if disparities occur, the University will initiate a goal to remove such impact and improve the processes. In order to foster a campus climate of inclusion and diversity, to ensure equal rights for all the various groups that make up the University community and to educate our students toward appreciation for diversity, the University will:

Recruitment and Equitable Search Process

The Human Resource Department and the Office of Diversity and Equity will identify other recruitment sources for classified positions, especially for Skilled Craft Workers, Custodians and Service Maintenance positions.

Completion Date: June 2021

Responsible Person(s): Chief Diversity Officer and Chief Human Resource Officer

Promotion of Equal Opportunity and Harassment-Free Workplace

Staff/Faculty Training needed:

The Office of Diversity and Equity will continue to provide training focused specifically on implicit bias in the workplace and offer it, as part of the Cultural Diversity Training, on an annual basis. All employees will be invited to attend, but supervisors, administrators and department chairpersons will be especially targeted.

The Office of Diversity and Equity, in conjunction with members of the Division of Student Affairs and the Human Resource Department, will provide a new, comprehensive online Title IX (sexual misconduct, sexual harassment) training for employees, graduate students and undergraduates.

Completion Date: January 2021

Responsible Person(s): Provost, Vice President for the Division of Student Affairs, Chief Diversity Officer, Chief Human Resource Officer and Members of the Division of Student Affairs

**Fall 2019 Schedule
President's Council Meetings**

Month	Date	Time	Location
September	5	2 p.m.	Midtown Student Center, Rm. 202
October	3	2 p.m.	Midtown Student Center, Rm. 202
November	14	2 p.m.	Midtown Student Center, Rm. 202
December	12	2 p.m.	Midtown White Hall, Rm. 122



**President's Council Meeting
Thursday, September 5, 2019 @ 2 p.m.**

**Midtown Campus Student Center, Rm. 202
2 p.m.**

Agenda

1. Free Tuition for CSCU Community Colleges (JC, JM)
2. Minimum wage increase from \$10.10 per hour to \$11.00 per hour effective October 1st (FC)
3. Early Learning Center (FC)
4. Updates on Facilities & Campus Planning*(LM)
5. Transition away from University Shared Drives Discussion (JD, RW)
6. 6th Annual WCSU Day of Service (WC)

*See attached.



**President's Council Meeting
Thursday, October 3, 2019 @ 2 p.m.**

**Midtown Campus Student Center, Rm. 202
2 p.m.**

Agenda

1. SERP (Search Engine Results Page)/Social Media Presentation (JM, RW)
2. Changes to NACAC Code of Ethics* (JM)
 - attached WSJ article for explanation
3. November 3, 2019 Open House (JM)
4. Fall Admissions On-Campus Events (JM)
5. Off-Campus School Counselor Receptions (JM)
6. Macricostas Experience - Weeklong Series of Events (MB)
7. Update on November 2nd Event "A Night For The Arts" (BV, LL)
8. Other/New Business

*See Attached.



**President's Council Meeting
Thursday, November 14, 2019 @ 2 p.m.**

**Midtown Campus Student Center, Rm. 202
2 p.m.**

Agenda

1. Enrollment Update (JM)
2. Budget Update (SL)
3. Free Tuition Program (SL)
4. Campus Incident & Aftermath (KB, RC)
5. SVPA Night for the Arts Update (LL)
6. Farooq Kathwari's Nov. 18th Fireside Chat (LL)
7. Other/New Business



**President's Council Meeting
Thursday, December 12, 2019 @ 2 p.m.**

**White Hall, Rm. 122, Midtown Campus
2 p.m.**

Agenda

1. Emergency Management Tools (Pano Koukopoulos)
2. Budget Retreat Follow-Up (JC)
3. CHRO requirement for Sexual Harassment Prevention training for all employees (FT, PT, Student) by 10/1/20 (FC, JMD)
4. Orientation (WC)

**Spring 2020 Schedule
President's Council Meetings**

Month	Date	Time	Location
January	30	2 p.m.	Midtown Student Center, Rm. 202
February	27	2 p.m.	Midtown Student Center, Rm. 202
March	26	2 p.m.	Midtown Student Center, Rm. 202
April	23	2 p.m.	Midtown Student Center, Rm. 202
May	14	2 p.m.	Midtown Student Center, Rm. 202



**President's Council Meeting
Thursday, January 30, 2020 @ 2 p.m.**

**Midtown Campus Student Center Rm. 202
2 p.m.**

Agenda

1. WCSU 2020 Affirmative Action Plan and Policy Statement (JMD)
2. CHRO requirement for Sexual Harassment Prevention (refresher) trainings for all employees (FT, PT, Student) by 10/1/20 (follow up) (FC, JMD)
3. Promoting the Spring 2020 Cultural Diversity Events Calendar and Annual WCSU Cultural Diversity Calendar (JMD)
4. Budget* (JC, SL)

*See attached worksheet.

Keisha Stokes

From: Janet McKay
Sent: Wednesday, March 25, 2020 9:31 PM
To: Brian Vernon; David Martin; Fred Cratty; Jay Murray; Jesenia Minier-Delgado; Joan Palladino; John DeRosa; Katy Wiss; Keith Betts; Lori Mazza; Luigi Marccone; Lynne LeBarron; Michelle Brown; Missy Alexander; Paul Steinmetz; Peter Rosa; Rebecca Woodward; Roger Connor; Sean Loughran; Thomas Philbrick; Veronica Kenausis; Walter Cramer
Cc: John Clark; Elizabeth Koschel; Birte Pfitzner; Catherine Cote; Irene Aspras; Jennifer Cunningham; Karen Walsh; Kathleen Nostrand; Keisha Stokes; Kimberly DeLevie; Kimberly Moffett; Linda D'Aurio; Suzanne Fuchs; Virginia Diaz
Subject: Tomorrow's Council Mtg. is cancelled

Just confirming that tomorrow's President's Council Meeting is cancelled.

Keisha Stokes

From: Janet McKay
Sent: Friday, April 17, 2020 3:46 PM
To: Brian Vernon; David Martin; Fred Cratty; Jay Murray; Jesenia Minier-Delgado; Joan Palladino; John DeRosa; Katy Wiss; Keith Betts; Lori Mazza; Luigi Marcone; Lynne LeBarron; Michelle Brown; Missy Alexander; Paul Steinmetz; Peter Rosa; Rebecca Woodward; Roger Connor; Thomas Philbrick; Veronica Kenausis; Walter Cramer
Cc: John Clark; Elizabeth Koschel; Birte Pfitzner; Catherine Cote; Irene Aspras; Jennifer Cunningham; Karen Walsh; Kathleen Nostrand; Keisha Stokes; Kimberly DeLevie; Kimberly Moffett; Linda D'Aurio; Suzanne Fuchs; Virginia Diaz
Subject: President's Council Mtg. Cancelled

The President's Council meeting scheduled for next Thursday, April 23, is cancelled.

Regards,
Janet

Keisha Stokes

From: Janet McKay
Sent: Friday, May 8, 2020 9:23 AM
To: Brian Vernon; David Martin; Fred Cratty; Jay Murray; Jesenia Minier-Delgado; Joan Palladino; John DeRosa; Katy Wiss; Keith Betts; Lori Mazza; Luigi Marcone; Lynne LeBarron; Michelle Brown; Missy Alexander; Paul Steinmetz; Peter Rosa; Rebecca Woodward; Roger Connor; Thomas Philbrick; Veronica Kenausis; Walter Cramer
Cc: John Clark; Mark Gegeny; Elizabeth Koschel; Birte Pfitzner; Catherine Cote; Irene Aspras; Jennifer Cunningham; Karen Walsh; Kathleen Nostrand; Keisha Stokes; Kimberly DeLevie; Kimberly Moffett; Linda D'Aurio; Suzanne Fuchs; Virginia Diaz; Cindy Brockett
Subject: May 14 President's Council Mtg. Cancelled

Good morning,
The President's Council meeting originally scheduled for Thursday, May 14, at 2 p.m. is cancelled.
Enjoy your weekend.
Janet

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, Western Connecticut State University (“WCSU” or “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/Connecticut State Colleges and University (“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 Range		
	Min	Max	Mid
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	\$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	\$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 Facilities Officer AVP Cmp Plng	\$101,300		\$162,001
Chief Human Resources Officer	\$101,300		\$162,001
Chief Information Officer (V)	\$139,800		\$223,700
Director of Ins Research/ Assesment	\$86,200		\$137,009

2. Professional Faculty

Position/Title Name	Salary Range		
	Min	Max	Mid
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

Position/Title Name	Salary Range		
	Min	Max	Mid
Associate Dean, Professional Studies	\$89,003		\$133,399
Director of Athletics	\$89,003		\$133,399
Director, Development (V)	\$89,003		\$133,399
Director Fiscal Affairs/Controller	\$89,003		\$133,399
Director of Information Systems	\$89,003		\$133,399
Director Info Technology & Media Services	\$89,003		\$133,399
Director Public Affrs Comm Relations	\$89,003		\$133,399

V = Vacant

**Western Connecticut State University
Occupational Category Study**

6. Professional Non Faculty Administrator 4

Position/Title Name	Salary Range		
Access Control & Security Specialist	\$61,617		\$98,355
Adv. Practical Registered Nurse	\$61,617		\$98,355
Associate Athletic Director	\$61,617		\$98,355
Associate Director, Accounts Payable (V)	\$61,617		\$98,355
Associate Director, Administrative Services (V)	\$61,617		\$98,355
Associate Director of Admissions	\$61,617		\$98,355
Assistant Director of Advising	\$61,617		\$98,355
Associate Director, Career Development Center	\$61,617		\$98,355
Associate Director, Campus & Stud Cntrs	\$61,617		\$98,355
Associate Director, Graduate Admissions	\$61,617		\$98,355
Associate Director, Housing & Res Life	\$61,617		\$98,355
Associate Director, Public Relations	\$61,617		\$98,355
Associate Director - Stud Fin Svcs	\$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

V = Vacant

**Western Connecticut State University
Occupational Category Study**

8. Professional Non Faculty Administrator 2

Position/Title Name	Salary Range	
Admissions Representative	\$43,360	\$74,993
Assistant Degree Auditor	\$43,360	\$74,993
Assistant to Director Meteorology StWC	\$43,360	\$74,993
Assistant to Director of Fac Util & Prom	\$43,360	\$74,993
Assistant to Director of Fiscal Affairs	\$43,360	\$74,993
Assistant to Director of Media Services	\$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 Svcs	\$43,360	\$74,993
Assistant Counselor	\$43,360	\$74,993
Assistant Director of HR - Benefits	\$43,360	\$74,993
Assistant Director of HR - Recruitment	\$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	\$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 Range	
Librarian	\$87,747	\$117,299
Associate Librarian	\$73,707	\$98,664
Assistant Librarian	\$59,668	\$80,030

V = Vacant

**Western Connecticut State University
Occupational Category Study**

4. 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, Facilities 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

5. Professional Non Faculty Administrator 5

Position/Title Name		
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	\$70,745	\$110,037
Telecommunications Manager	\$70,745	\$110,037

V = Vacant

**Western Connecticut State University
Occupational Category Study**

7. Professional Non Faculty Administrator 3

Position/Title Name			
Access/Security Technician	\$52,489		\$86,675
Assistant Bursar	\$52,489		\$86,675
Assistant Bursar - Cash Mgmt	\$52,489		\$86,675
Assistant Director, Admin Recruitment & Events	\$52,489		\$86,675
Assistant Director of Advising	\$52,489		\$86,675
Assistant Director, Facilities Operations	\$52,489		\$86,675
Assistant Director, Facilities Sch & Promotion	\$52,489		\$86,675
Assistant Director, Financial Aid	\$52,489		\$86,675
Assistant Director, Health Services (V)	\$52,489		\$86,675
Assistant Director, Honors Program (V)	\$52,489		\$86,675
Assistant Director of Planning & Eng.	\$52,489		\$86,675
Assistant Director of Publication & Design	\$52,489		\$86,675
Assistant Director, Student Financial Srv	\$52,489		\$86,675
Assistant Director, Stud Life/Stud Act	\$52,489		\$86,675
Assistant Director, Upward Bound	\$52,489		\$86,675
Assistant Payroll Coordinator	\$52,489		\$86,675
Audio & Info Tech Coordinator	\$52,489		\$86,675
Budget Analyst	\$52,489		\$86,675
Debit Card Program Manager	\$52,489		\$86,675
Finance Assistant in IA	\$52,489		\$86,675
Instructional Design Coord.	\$52,489		\$86,675
Learning Commons Coordinator	\$52,489		\$86,675
Library Systems Assistant	\$52,489		\$86,675
Musical Arts Assistant	\$52,489		\$86,675
PC Maintenance Technician	\$52,489		\$86,675
Registered Nurse	\$52,489		\$86,675
Technical Assistant in Chemist	\$52,489		\$86,675
Technical Support Analyst	\$52,489		\$86,675
Visual & Perf Arts Centr Coord	\$52,489		\$86,675
Web Content Specialist	\$52,489		\$86,675

V = Vacant

**Western Connecticut State University
Occupational Category Study**

Executive, Administrative, Managerial, Management & Confidential

1. Unclassified

Position/Title Name	Salary Range	
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	\$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	\$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 Facilities Officer AVP Cmp Plng	\$101,300	\$162,001
Chief Human Resources Officer	\$101,300	\$162,001
Chief Information Officer (V)	\$139,800	\$223,700
Director of Ins Research/ Assesment	\$86,200	\$137,009

2. Professional Faculty

Position/Title Name	Salary Range	
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

Position/Title Name	Salary Range	
Associate Dean, Professional Studies	\$89,003	\$133,399
Director of Athletics	\$89,003	\$133,399
Director, Development (V)	\$89,003	\$133,399
Director Fiscal Affairs/Controller	\$89,003	\$133,399
Director of Information Systems	\$89,003	\$133,399
Director Info Technology & Media Services	\$89,003	\$133,399
Director Public Affrs Comm Relations	\$89,003	\$133,399

V = Vacant

**Western Connecticut State University
Occupational Category Study**

6. Professional Non Faculty Administrator 4

Position/Title Name	Salary Range		
Access Control & Security Specialist	\$61,617		\$98,355
Adv. Practical Registered Nurse	\$61,617		\$98,355
Associate Athletic Director	\$61,617		\$98,355
Associate Director, Accounts Payable (V)	\$61,617		\$98,355
Associate Director, Administrative Services (V)	\$61,617		\$98,355
Associate Director of Admissions	\$61,617		\$98,355
Assistant Director of Advising	\$61,617		\$98,355
Associate Director, Career Development Center	\$61,617		\$98,355
Associate Director, Campus & Stud Cntrs	\$61,617		\$98,355
Associate Director, Graduate Admissions	\$61,617		\$98,355
Associate Director, Housing & Res Life	\$61,617		\$98,355
Associate Director, Public Relations	\$61,617		\$98,355
Associate Director - Stud Fin Svcs	\$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
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Infrastructure Services Admin	\$61,617		\$98,355
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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

V = Vacant

**Western Connecticut State University
Occupational Category Study**

8. Professional Non Faculty Administrator 2

Position/Title Name	Salary Range	
Admissions Representative	\$43,360	\$74,993
Assistant Degree Auditor	\$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	\$43,360	\$74,993
Assistant to Director of Media Services	\$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 Svcs	\$43,360	\$74,993
Assistant Counselor	\$43,360	\$74,993
Assistant Director of HR - Benefits	\$43,360	\$74,993
Assistant Director of HR - Recruitment	\$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	\$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 Range	
Librarian	\$87,747	\$117,299
Associate Librarian	\$73,707	\$98,664
Assistant Librarian	\$59,668	\$80,030

V = Vacant

**Western Connecticut State University
Occupational Category Study**

4. 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, Facilities 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

5. Professional Non Faculty Administrator 5

Position/Title Name	Salary Range	
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	\$70,745	\$110,037
Telecommunications Manager	\$70,745	\$110,037

V = Vacant

**Western Connecticut State University
Occupational Category Study**

7. Professional Non Faculty Administrator 3

Position/Title Name			
Access/Security Technician	\$52,489		\$86,675
Assistant Bursar	\$52,489		\$86,675
Assistant Bursar - Cash Mgmt	\$52,489		\$86,675
Assistant Director, Admin Recruitment & Events	\$52,489		\$86,675
Assistant Director of Advising	\$52,489		\$86,675
Assistant Director, Facilities Operations	\$52,489		\$86,675
Assistant Director, Facilities Sch & Promotion	\$52,489		\$86,675
Assistant Director, Financial Aid	\$52,489		\$86,675
Assistant Director, Health Services (V)	\$52,489		\$86,675
Assistant Director, Honors Program (V)	\$52,489		\$86,675
Assistant Director of Planning & Eng.	\$52,489		\$86,675
Assistant Director of Publication & Design	\$52,489		\$86,675
Assistant Director, Student Financial Srv	\$52,489		\$86,675
Assistant Director, Stud Life/Stud Act	\$52,489		\$86,675
Assistant Director, Upward Bound	\$52,489		\$86,675
Assistant Payroll Coordinator	\$52,489		\$86,675
Audio & Info Tech Coordinator	\$52,489		\$86,675
Budget Analyst	\$52,489		\$86,675
Debit Card Program Manager	\$52,489		\$86,675
Finance Assistant in IA	\$52,489		\$86,675
Instructional Design Coord.	\$52,489		\$86,675
Learning Commons Coordinator	\$52,489		\$86,675
Library Systems Assistant	\$52,489		\$86,675
Musical Arts Assistant	\$52,489		\$86,675
PC Maintenance Technician	\$52,489		\$86,675
Registered Nurse	\$52,489		\$86,675
Technical Assistant in Chemist	\$52,489		\$86,675
Technical Support Analyst	\$52,489		\$86,675
Visual & Perf Arts Centr Coord	\$52,489		\$86,675
Web Content Specialist	\$52,489		\$86,675

V = Vacant

JOB TITLE STUDY

Administrative Assistant (CSU)
Administrative Assistant
Secretary 2
Secretary 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
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
Technical Coordinator
Infrastructure 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
Dean-School of Business
Dean-School of Professional Studies (VACANT)
Dean-School of Visual & Perf Arts
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
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
Assistant Director of Health Svcs (VACANT)
Advanced Practice Registered Nurse
Registered Nurse

Associate Vice President for Enrollment Svc.
Registrar
Associate Registrar
Assistant Degree Auditor

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
HR 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

Vice President, Institutional Adv
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

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 Svcs
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

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
Dean-School of Business
Dean-School of Professional Studies (VACANT)
Dean-School of Visual & Perf Arts

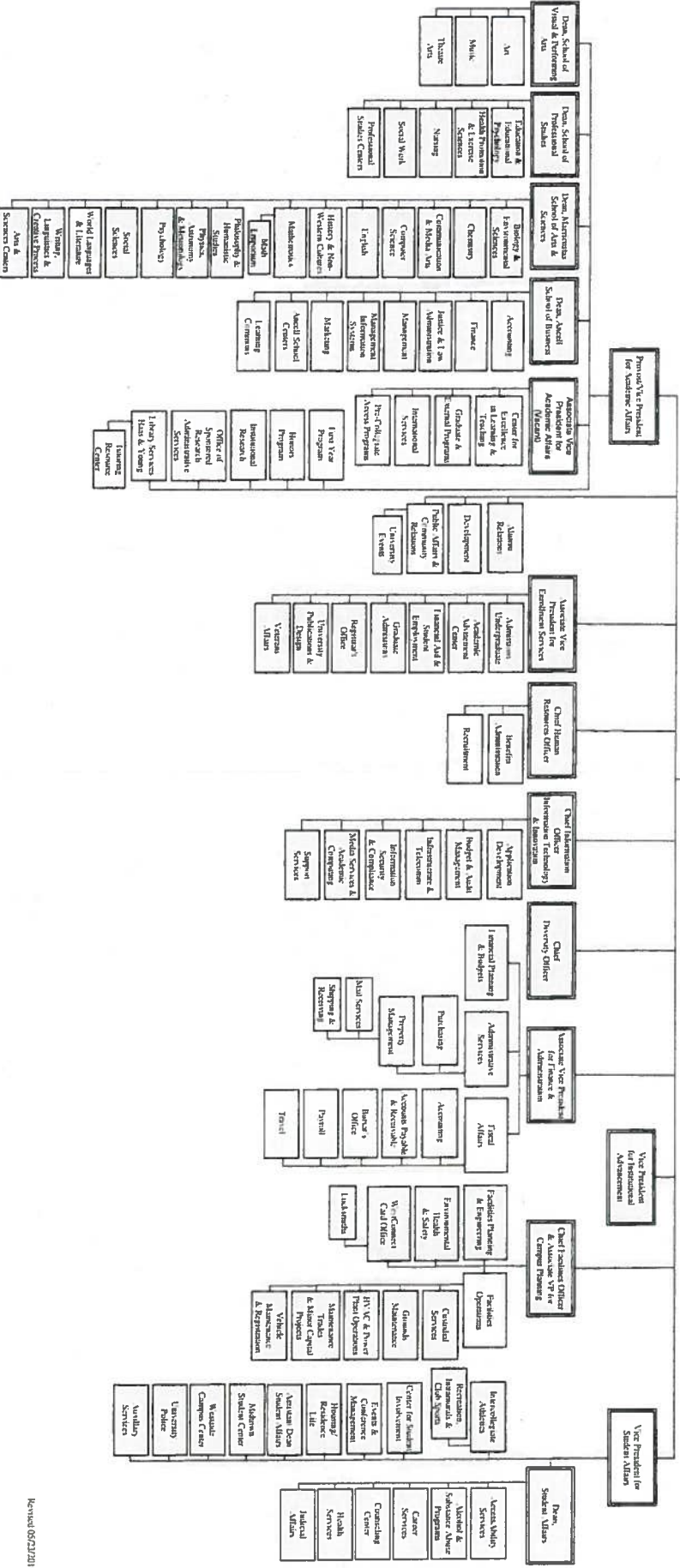
Titles with No Line of Progression

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

Organizational Chart
2018 - 2019

**Connecticut State
Colleges & Universities
Board of Regents for
Higher Education**

**President
Western Connecticut State
University**



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 Western Connecticut State University (“WCSU” or “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 Connecticut Commission on Human Rights and Opportunities (“CHRO”) staff. A separate analysis is performed for part-time 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.

FORM #38A

FULL-TIME WORKFORCE
LABOR MARKET AREA: CT

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Executive	16	10	6	8	5	2	0	0	1	0	0
		62.5%	37.5%	50.0%	31.3%	12.5%	0.0%	0.0%	6.3%	0.0%	0.0%
Faculty	235	116	119	86	95	5	4	4	7	21	13
		49.4%	50.6%	36.6%	40.4%	2.1%	1.7%	1.7%	3.0%	8.9%	5.5%
Prof Non Faculty	153	73	80	57	66	4	1	6	9	6	4
		47.7%	52.3%	37.3%	43.1%	2.6%	0.7%	3.9%	5.9%	3.9%	2.6%
Clerical	58	1	57	1	40	0	11	0	5	0	1
		1.7%	98.3%	1.7%	69.0%	0.0%	19.0%	0.0%	8.6%	0.0%	1.7%
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	25	24	1	20	1	1	0	0	0	3	0
		96.0%	4.0%	80.0%	4.0%	4.0%	0.0%	0.0%	0.0%	12.0%	0.0%
Maintenance	75	61	14	33	8	6	1	14	4	8	1
		81.3%	18.7%	44.0%	10.7%	8.0%	1.3%	18.7%	5.3%	10.7%	1.3%
Protective Svcs	20	17	3	13	1	2	1	1	1	1	0
		85.0%	15.0%	65.0%	5.0%	10.0%	5.0%	5.0%	5.0%	5.0%	0.0%
Total	591	304	287	220	221	20	20	25	27	39	19
		51.4%	48.6%	37.2%	37.4%	3.4%	3.4%	4.2%	4.6%	6.6%	3.2%
2019 AA Plan	576	297	279	207	216	21	21	29	24	40	18
Change +/-	15	7	8	13	5	-1	-1	-4	3	-1	1

FORM #38A

FULL-TIME WORKFORCE
LABOR MARKET AREA: CT

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Executive	16	10	6	8	5	2	0	0	1	0	0
		62.5%	37.5%	50.0%	31.3%	12.5%	0.0%	0.0%	6.3%	0.0%	0.0%
Faculty	235	116	119	86	95	5	4	4	7	21	13
		49.4%	50.6%	36.6%	40.4%	2.1%	1.7%	1.7%	3.0%	8.9%	5.5%
Prof Non Faculty	153	73	80	57	66	4	1	6	9	6	4
		47.7%	52.3%	37.3%	43.1%	2.6%	0.7%	3.9%	5.9%	3.9%	2.6%
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	404	199	205	151	166	11	5	10	17	27	17
		49.3%	50.7%	37.4%	41.1%	2.7%	1.2%	2.5%	4.2%	6.7%	4.2%
2019 AA Plan	384	188	196	137	161	11	5	13	14	27	16
Change +/-	20	11	9	14	5	0	0	-3	3	0	1

FORM #38A

FULL-TIME WORKFORCE
LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	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	0
Prof Non Faculty	0	0	0	0	0	0	0	0	0	0	0
Clerical	58	1	57	1	40	0	11	0	5	0	1
		1.7%	98.3%	1.7%	69.0%	0.0%	19.0%	0.0%	8.6%	0.0%	1.7%
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	25	24	1	20	1	1	0	0	0	3	0
		96.0%	4.0%	80.0%	4.0%	4.0%	0.0%	0.0%	0.0%	12.0%	0.0%
Maintenance	75	61	14	33	8	6	1	14	4	8	1
		81.3%	18.7%	44.0%	10.7%	8.0%	1.3%	18.7%	5.3%	10.7%	1.3%
Protective Svcs	20	17	3	13	1	2	1	1	1	1	0
		85.0%	15.0%	65.0%	5.0%	10.0%	5.0%	5.0%	5.0%	5.0%	0.0%
Total	187	105	82	69	55	9	15	15	10	12	2
		56.1%	43.9%	36.9%	29.4%	4.8%	8.0%	8.0%	5.3%	6.4%	1.1%
2019 AA Plan	192	109	83	70	55	10	16	16	10	13	2
Change +/-	-5	-4	-1	-1	0	-1	-1	-1	0	-1	0

Executive, Administrative, Managerial
FORM #38A

FULL-TIME WORKFORCE BY POSITION
LABOR MARKET AREA: National and CT

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
President	1	1	0	1	0	0	0	0	0	0	0
Associate Vice President for Academic Affairs	0	0	0	0	0	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 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 Innovation Officer	1	0	1	0	1	0	0	0	0	0	0
Chief Technology Officer	1	1	0	1	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 Arts	1	1	0	0	0	1	0	0	0	0	0
Vice President for Academic Affairs/Provost	1	0	1	0	1	0	0	0	0	0	0
Vice President for Institutional Advancement	1	0	1	0	1	0	0	0	0	0	0
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	16	10	6	8	5	2	0	0	1	0	0
3/19 AA Plan	14	9	5	7	4	2	0	0	1	0	0
Change +/-	2	1	1	1	1	0	0	0	0	0	0

Western Connecticut
State University
Faculty
FORM #38A

WORKFORCE ANALYSIS

3/31/2020

**FULL-TIME WORKFORCE BY POSITION
LABOR MARKET AREA: National and CT**

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Assistant Professor	63	28	35	23	30	0	1	0	4	5	0
Associate Professor	55	26	29	15	20	3	1	0	1	8	7
Instructors	4	0	4	0	4	0	0	0	0	0	0
Professor	113	62	51	48	41	2	2	4	2	8	6
Total	235	116	119	86	95	5	4	4	7	21	13
3/19 AA Plan	229	114	115	84	91	5	4	4	7	21	13
Change +/-	6	2	4	2	4	0	0	0	0	0	0

FULL-TIME WORKFORCE BY POSITION
LABOR MARKET AREA: Danbury and CT

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Academic Support for Ancell Sc	1	0	1	0	1	0	0	0	0	0	0
Access Control & Security Specialist	1	1	0	1	0	0	0	0	0	0	0
Admissions Representative	3	0	3	0	2	0	0	0	0	0	1
Assistant Bursar	1	0	1	0	0	0	0	0	1	0	0
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	2	0	2	0	1	0	0	0	1	0	0
Assistant Athletic Director of Internal and External Affairs	1	0	1	0	1	0	0	0	0	0	0
Assistant Director - CCCI	1	0	1	0	0	0	0	0	0	0	1
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	2	1	1	1	1	0	0	0	0	0	0
Assistant Director of Advising	1	1	0	1	0	0	0	0	0	0	0
Assistant Director of Custodial Services	0	0	0	0	0	0	0	0	0	0	0
Assistant Director of Facilities Operation	0	0	0	0	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 Fiscal Affairs	1	0	1	0	0	0	0	0	0	0	1
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	0	1	0	1	0	0	0	0	0	0
Assistant Director of Planning and Engineering	1	0	1	0	1	0	0	0	0	0	0
Assistant Director Media Ops	1	1	0	1	0	0	0	0	0	0	0
Assistant Director of Public & Design	1	0	1	0	1	0	0	0	0	0	0
Assistant Director - Recreation Events (Admissions)	1	0	1	0	1	0	0	0	0	0	0
Assistant Director of Student Financial Srv	1	0	1	0	0	0	0	0	1	0	0
Assistant Director - Target X CRM	1	1	0	1	0	0	0	0	0	0	0
Assistant Director of Travel	1	1	0	1	0	0	0	0	0	0	0
Assistant Director of Upward Bound	1	0	1	0	0	0	0	0	1	0	0

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Assistant Librarian	2	0	2	0	2	0	0	0	0	0	0
Assistant Payroll Coordinator	1	0	1	0	1	0	0	0	0	0	0
Assistant to Director Meteorology St/WC	1	1	0	1	0	0	0	0	0	0	0
Assistant to Director - Events and Conf. Management	1	1	0	1	0	0	0	0	0	0	0
Assistant to Director of Financial Aid	1	1	0	1	0	0	0	0	0	0	0
Assistant to Director of Fiscal Affairs	1	1	0	0	0	0	0	1	0	0	0
Assistant to Director of Housing and Residential Life/RD	5	4	1	3	1	1	0	0	0	0	0
Assistant to Director of the Media Services	1	1	0	1	0	0	0	0	0	0	0
Associate Athletic Director	1	1	0	1	0	0	0	0	0	0	0
Associate Controller	1	0	1	0	1	0	0	0	0	0	0
Associate Dean, Prof Studies	1	0	1	0	1	0	0	0	0	0	0
Associate Director - Transfer	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
Associate Director of Fiscal Affairs - Accounts Payable	1	0	1	0	1	0	0	0	0	0	0
Associate Director of Academic Advising	1	0	1	0	1	0	0	0	0	0	0
Associate Director of Campus and Student Centers	1	1	0	1	0	0	0	0	0	0	0
Associate Director of Career Dev Center	1	0	1	0	1	0	0	0	0	0	0
Associate Director of Event & Cont. Management	1	0	1	0	1	0	0	0	0	0	0
Associate Director Facilities Operation	1	1	0	1	0	0	0	0	0	0	0
Associate Director of Hsng & Res Life Oper	1	1	0	1	0	0	0	0	0	0	0
Associate Director, Media Services and Information Technoogy	1	1	0	1	0	0	0	0	0	0	0
Associate Director of Public 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	1	1	0	1	0	0	0	0	0	0	0
Associate Registrar	2	0	2	0	2	0	0	0	0	0	0
Athletic Equipment Manager	1	1	0	1	0	0	0	0	0	0	0
Athletic Trainer 3	2	2	0	1	0	0	0	1	0	0	0
Audio & Info Tech Coordinator	1	1	0	1	0	0	0	0	0	0	0
Business Manager	1	0	1	0	1	0	0	0	0	0	0
Client Server Programmer	1	1	0	0	0	0	0	0	0	1	0
Coordinator of Substance Abuse Prgm	1	0	1	0	1	0	0	0	0	0	0
Coordinator of University Events	1	1	0	1	0	0	0	0	0	0	0
Coordinator of University Scholarshps & Cap Camp	1	0	1	0	1	0	0	0	0	0	0

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Customer Support Cntr Coordinator	1	1	0	0	0	0	0	0	0	1	0
Data Network & Telecom Manager	1	1	0	0	0	0	0	0	0	1	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
Digital Systems Integretor	1	1	0	1	0	0	0	0	0	0	0
Director of Academic Advisement	1	0	1	0	1	0	0	0	0	0	0
Director of Advancement Services	1	0	1	0	1	0	0	0	0	0	0
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	0	0	0	0	0	0	0
Director of Alumni Relations	1	1	0	1	0	0	0	0	0	0	0
Director of Athletics	1	0	1	0	1	0	0	0	0	0	0
Director of Campus & Student Ctrs & Aux	1	1	0	1	0	0	0	0	0	0	0
Director of Career Services	1	0	1	0	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 Cooperative Education	1	1	0	1	0	0	0	0	0	0	0
Director of Env Health and Safety	1	1	0	1	0	0	0	0	0	0	0
Director of Facilities Operations	1	1	0	1	0	0	0	0	0	0	0
Director of Facilities Planning & Eng	1	1	0	1	0	0	0	0	0	0	0
Director of Faculty Schedules & Promotion	1	1	0	0	0	0	0	0	0	1	0
Director of Financial Aid & Stud Emp	1	0	1	0	0	0	0	0	1	0	0
Director of Financial Planning and 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 Graduate Admissions	1	1	0	1	0	0	0	0	0	0	0
Director of Health Services	1	0	1	0	1	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	0	1	0	0	0	0	0	0	0
Director of Info Technology & Media Services	1	0	1	0	1	0	0	0	0	0	0
Director, Library Services	1	0	1	0	1	0	0	0	0	0	0
Director of Institutional Advncmnt	1	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	1	1	0	1	0	0	0	0	0	0	0
Director of Public Affairs and Comm Relations	1	1	0	1	0	0	0	0	0	0	0
Director of Res Programs and Staff	1	0	1	0	1	0	0	0	0	0	0
Director of Sponsored Rsch Adm 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	1	0	1	0	0	0	0	0	0	0
Fiscal Administrative Officer	1	0	1	0	0	0	0	0	1	0	0
Fiscal Assistant	1	0	1	0	1	0	0	0	0	0	0

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Graphic Design/Comp Tech											
Photographer	1	0	1	0	1	0	0	0	0	0	0
Information Security Officer	1	1	0	1	0	0	0	0	0	0	0
Infrastructure Services Administrator	1	0	1	0	1	0	0	0	0	0	0
Infrastructure Services Manager	1	0	1	0	1	0	0	0	0	0	0
Instructional Design Coordinator	1	0	1	0	1	0	0	0	0	0	0
Instructional Designer	1	0	1	0	1	0	0	0	0	0	0
International Services Coordinator	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	1	0	1	0	0	0	0	0	0	0
Academic Support for Ancell School	1	0	1	0	1	0	0	0	0	0	0
Librarian	6	3	3	2	2	0	0	0	0	1	1
Learning Management Sys Admin	1	0	1	0	1	0	0	0	0	0	0
Manager Digital Strategy & Comm	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	4	4	0	3	0	0	0	0	0	1	0
Piano Technican	1	1	0	1	0	0	0	0	0	0	0
Programmer Specialist	1	1	0	1	0	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
SIS Banner/ERP Specialist	1	1	0	1	0	0	0	0	0	0	0
Student Org. Fiscal Assistant	1	0	1	0	1	0	0	0	0	0	0
Student Support Liaison	1	0	1	0	0	0	0	0	1	0	0
System Administrator	1	1	0	1	0	0	0	0	0	0	0
Technical Assistant in Chemistry	1	1	0	1	0	0	0	0	0	0	0
Technical Coordinator	1	0	1	0	1	0	0	0	0	0	0
Tutoring Resource Coordinator	1	0	1	0	1	0	0		0	0	0
Upward Bound Site Advisor	0	0	0	0	0	0	0	0	0	0	0
Veteran's Affairs Officer	1	0	1	0	1	0	0	0	0	0	0
Visual & Perf Arts Centr Coord	1	1	0	1	0	0	0	0	0	0	0
Visual Arts Assistant	1	0	1	0	1	0	0	0	0	0	0
TOTAL	153	73	80	57	66	4	1	6	9	6	4
3/19 AA Plan	150	72	78	53	67	4	1	9	6	6	4
Change +/-	3	1	2	4	-1	0	0	-3	3	0	0

CLERICAL
FORM #38A

FULL-TIME WORKFORCE BY POSITION
LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Administrative Assistant	17	0	17	0	11	0	3	0	2	0	1
Administrative Assistant CSU	4	0	4	0	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
Office Assistant	5	0	5	0	3	0	0	0	2	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	8	0	8	0	4	0	4	0	0	0	0
Secretary 2	20	1	19	1	15	0	3	0	1	0	0
Total	58	1	57	1	40	0	11	0	5	0	1
3/19 AA Plan	60	1	59	1	40	0	12	0	6	0	1
Change +/-	-2	0	-2	0	0	0	-1	0	-1	0	0

Western Connecticut State
 University
 Skilled Crafts
 FORM #38A

WORKFORCE ANALYSIS

3/31/2020

FULL-TIME WORKFORCE BY POSITION
 LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Qualified Craft Worker	21	21	0	17	0	1	0	0	0	3	0
Building Maintenance Supervisor	1	1	0	1	0	0	0	0	0	0	0
Maintenance Supervisor 1	1	1	0	1	0	0	0	0	0	0	0
Maintenance Supervisor 2	1	1	0	1	0	0	0	0	0	0	0
Material Storage Supervisor 2	1	0	1	0	1	0	0	0	0	0	0
Total	25	24	1	20	1	1	0	0	0	3	0
3/19 AA Plan	26	25	1	21	1	1	0	0	0	3	0
Change +/-	-1	-1	0	-1	0	0	0	0	0	0	0

Western Connecticut
State University
Service Maintenance
FORM #38A

WORKFORCE ANALYSIS

3/31/2020

FULL-TIME WORKFORCE BY POSITION
LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Building Superintendant 1	1	1	0	1	0	0	0	0	0	0	0
Custodian	51	40	11	16	6	6	1	11	3	7	1
Landscape Technician	8	8	0	7	0	0	0	1	0	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	9	9	0	6	0	0	0	2	0	1	0
Storekeeper	1	1	0	1	0	0	0	0	0	0	0
Supervising Custodian	3	1	2	1	2	0	0	0	0	0	0
Total	75	61	14	33	8	6	1	14	4	8	1
3/19 AA Plan	78	63	15	34	8	7	1	15	4	8	1
Change +/-	-3	-2	-1	-1	0	-1	0	-1	0	0	0

FULL-TIME WORKFORCE BY POSITION
LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Building Grounds and Patrol Officer	6	4	2	3	1	0	1	0	0	1	0
Police Chief	1	1	0	1	0	0	0	0	0	0	0
Police Lieutenant	1	1	0	1	0	0	0	0	0	0	0
Police Officer	8	7	1	6	0	1	0	0	1	0	0
Police Sergeant	4	4	0	2	0	1	0	1	0	0	0
Total	20	17	3	13	1	2	1	1	1	1	0
3/19 AA Plan	19	17	2	12	1	2	1	1	0	2	0
Change +/-	1	0	1	1	0	0	0	0	1	-1	0

FORM #38A

PART-TIME WORKFORCE BY POSITION
LABOR MARKET AREA: Danbury and CT

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF
FACULTY									
PT Lecturer	409	195	214	174	182	2	12	8	5
SU Lecturer (Non-Teaching)	21	13	8	8	7	1	0	2	0
Total	430	208	222	182	189	3	12	10	5
PROFESSIONAL NON-FACULTY									
University Assistant	52	21	31	19	27	0	1	0	1
Coach PT	23	14	9	14	8	0	1	0	0
Total	75	35	40	33	35	0	2	0	1
SECRETARIAL CLERICAL									
Secretary 1	0	0	0	0	0	0	0	0	0
Secretary 2	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0
Grand Total	505	243	262	215	224	3	14	10	6
	100.0%	48.1%	51.9%	42.6%	44.4%	0.6%	2.8%	2.0%	1.2%

3/31/2020

AAIANHNPI M	AAIANHNPI F
11	15
2	1
13	16
2	2
0	0
2	2
0	0
0	0
0	0
15	18
3.0%	3.6%

3/31/2020

75-79	80+
0	0
3	0
1	0
0	0
0	0
0	0
0	0
0	0
0	0
4	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, Western Connecticut State University ("WCSU" or "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 Connecticut Commission on Human Rights and Opportunities ("CHRO") 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 CHRO, may analyze additional labor market areas when specific requirements of a job profile, such as geographic proximity, so require.

OCC. CATEGORY: EXECUTIVE/ADMINISTRATIVE/MANAGERIAL

LMA: CONNECTICUT/NATIONAL

TITLE:

FACTOR	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE	
	RS	VW	RS	WF	RS	WF	RS	WF	RS	VW	RS	WF
Educational Data	43.7	0.80	56.3	0.80	35.2	0.80	28.2	0.80	3.9	0.80	3.1	0.80
Unemployment	52.5	0.00	47.5	0.00	39.1	0.00	0.0	0.00	5.6	0.00	0.0	0.00
Promotable Pool	56.5	0.20	43.5	0.20	43.5	0.20	8.7	0.20	2.3	0.20	0.4	0.20
FINAL AVAIL. FACTOR			46.3		53.7		36.9		41.3		3.5	

FACTOR	HISPANIC MALE		HISPANIC FEMALE		OTHER MALE		OTHER FEMALE	
	RS	VW	RS	WF	RS	WF	RS	WF
Educational Data	2.5	0.80	3.9	0.80	2.1	0.80	2.7	0.80
Unemployment	6.1	0.00	7.1	0.00	1.6	0.00	1.2	0.00
Promotable Pool	3.8	0.20	3.1	0.20	6.9	0.20	4.6	0.20
FINAL AVAIL. FACTOR			2.8		3.7		3.1	

FACTOR	SOURCE OF STATISTIC	REASON FOR WEIGHTING THE FACTOR
National Education Data	U.S. Department of Education, National Center for Education Statistics Integrated Postsecondary Education Data System (IPEDS) Fall 2017 Management Occupations - Table 314.40 (Table prepared in November 2018).	80% Weight based on national scope of recruitment searches in this category.
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide	0% Generally, no hiring from the unemployed population.
Promotable Pool	SOC Code 11- Management Occupations Promotable /Transferable Workforce Analysis Data from Professor Rank & Professional Non-Faculty - Ranks VI and VII (Titles attached in worksheet data)	20% Small % of promotions occur into this category.

OCC. CATEGORY: EXECUTIVE/ADMINISTRATIVE/MANAGERIAL

Educational Data National Education Data Table 314.40 - Fall 2017- Management Occupations	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
249688	109053	140635	87899	107944	9637	16878	6233	9631	5284	6782	6782
100.0%	43.7%	56.3%	35.2%	43.0%	3.9%	6.8%	2.5%	3.9%	2.1%	2.1%	2.7%
	43.7	56.3	35.2	43.0	3.9	6.8	2.5	3.9	2.1	2.1	2.7

CT Dept of Labor -- CT Data for AAP 4th Qtr 2019	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
7988	4191	3797	3122	2531	448	603	490	568	131	95	95
100.0%	52.5%	47.5%	39.1%	31.7%	5.6%	7.5%	6.1%	7.1%	1.6%	1.6%	1.2%
	52.5	47.5	39.1	31.7	5.6	7.5	6.1	7.1	1.6	1.6	1.2

AVAILABILITY ANALYSIS WORKSHEET DATA
 EXECUTIVE/ADMINISTRATIVE/MANAGERIAL

PROMOTABLE POOL	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHN PI M	AAIANHN PI F
Professors	113	62	51	48	41	2	2	4	2	8	6
Coordinator of Institutional Advancement	1	0	1	0	1	0	0	0	0	0	0
Director of Administrative Services	1	1	0	1	0	0	0	0	0	0	0
Director of Athletics	1	0	1	0	1	0	0	0	0	0	0
Director of Campus & Student Ctrs & Aux	1	1	0	1	0	0	0	0	0	0	0
Director of Career Services	1	0	1	0	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 Facilities Operations	1	1	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	1	1	0	0	0	0	0	0	0	1	0
Director of Financial Aid & Student Emp	1	0	1	0	0	0	0	0	1	0	0
Director of Fiscal Affairs/Controller	1	1	0	0	0	0	0	1	0	0	0
Director of Housing	1	1	0	0	0	1	0	0	0	0	0
Director of Information Systems	0	0	0	0	0	0	0	0	0	0	0
Director of Information Technology & Media Services	0	0	0	0	0	0	0	0	0	0	0
Director of Judicial Affairs	1	1	0	1	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	1	0	1	0	1	0	0	0	0	0	0
Admin Svcs	1	0	1	0	0	0	0	0	0	0	0
Director of the Counseling Center	1	0	1	0	0	0	0	0	1	0	0
Information Security Officer	1	1	0	1	0	0	0	0	0	0	0
Registrar	1	1	0	1	0	0	0	0	0	0	0
TOTAL	131	74	57	57	45	3	2	5	4	9	6
PERCENTAGE	100.0%	56.5%	43.5%	43.5%	34.4%	2.3%	1.5%	3.8%	3.1%	6.9%	4.6%
		56.5	43.5	43.5	34.4	2.3	1.5	3.8	3.1	6.9	4.6

OCC. CATEGORY: ASSOCIATE PROFESSOR

LMA: CONNECTICUT/NATIONAL

TITLE:

FACTOR	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE	
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	51.7	0.00	0.0	48.3	0.00	0.0	41.1	0.00	0.0	2.7	0.00	0.0
Unemployment	38.7	0.00	0.0	61.3	0.00	0.0	30.2	0.00	0.0	11.6	0.00	0.0
Promotable Pool	44.4	0.80	35.6	55.6	0.80	44.4	36.5	0.80	29.2	47.6	0.80	38.1
Educational Data	47.0	0.20	9.4	53.0	0.20	10.6	34.6	0.20	6.9	39.0	0.20	7.8
FINAL AVAIL. FACTOR			45.0	55.0		36.1	45.9		0.6			2.2
FACTOR	HISPANIC MALE		HISPANIC FEMALE		OTHER MALE		OTHER FEMALE		BLACK MALE		BLACK FEMALE	
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	2.4	0.00	0.0	2.5	0.00	0.0	5.4	0.00	0.0	4.2	0.00	0.0
Unemployment	9.3	0.00	0.0	13.8	0.00	0.0	1.8	0.00	0.0	3.1	0.00	0.0
Promotable Pool	0.0	0.80	0.0	6.3	0.80	5.1	7.9	0.80	6.3	0.0	0.80	0.0
Educational Data	2.6	0.20	0.5	2.8	0.20	0.6	7.1	0.20	1.4	6.6	0.20	1.3
FINAL AVAIL. FACTOR			0.5	5.6		7.8	1.3		100.0			100.0
FACTOR	SOURCE OF STATISTIC											
Employment	2000 COS Vol. 1 Connecticut Pgs. 6 & 7 Postsecondary Teachers (251000). -Statewide											
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide											
Promotable Pool	SOC Code 25.10 - Postsecondary Teachers Promotable /Transferable Workforce Analysis Data from Assistant Professor Rank											
National Education Data	U.S. Department of Education, National Center for Education Statistics Integrated Postsecondary Education Data System (IPEDS) Fall 2017 Assistant Professor rank (Table prepared November 2018)											
	REASON FOR WEIGHTING THE FACTOR											
Employment	0% Generally, limited hiring from the employed population. Data is outdated and will use new data when available.											
Unemployment	0% Generally no hiring from the unemployed population.											
Promotable Pool	80% Largest % of promotions occur into this category from Assistant Professor rank.											
National Education Data	20% Weight based on national scope of recruitment searches in this category. Most activity is from promotions; exception to some hires.											

OCC. CATEGORY: ASSOCIATE PROFESSOR
AVAILABILITY ANALYSIS WORKSHEET DATA

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Census Data - 2000 CT - Vol 1 - 25100 - Postsecondary Teachers	16020	8284	7736	6590	6255	440	399	385	405	869	677
PERCENTAGE	100.0%	51.7%	48.3%	41.1%	39.0%	2.7%	2.5%	2.4%	2.5%	5.4%	4.2%
Unemployment Data CT Dept of Labor - CT Data for AAP - 4th Qtr 2019											
SOC Code 25.10 - Postsecondary Teachers	225	87	138	36	68	26	32	21	31	4	7
PERCENTAGE	100.0%	38.7%	61.3%	16.0%	30.2%	11.6%	14.2%	9.3%	13.8%	1.8%	3.1%
Promotable Pool											
Assistant Professor	63	28	35	23	30	0	1	0	4	5	0
PERCENTAGE	100.0%	44.4%	55.6%	36.5%	47.6%	0.0%	1.6%	0.0%	6.3%	7.9%	0.0%
Educational Data											
National Education Data Table 315.20 - Fall 2017 - Assistant Professor	157384	74033	83351	54381	61325	4344	7161	4109	4456	11199	10409
PERCENTAGE	100.0%	47.0%	53.0%	34.6%	39.0%	2.8%	4.6%	2.6%	2.8%	7.1%	6.6%

OCC. CATEGORY: ASSISTANT PROFESSOR

LMA: CONNECTICUT/NATIONAL

TITLE:

FACTOR	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE	
	RS	VW	RS	WF	RS	VW	RS	WF	RS	VW	RS	WF
Employment	51.7	0.10	48.3	0.10	41.1	0.10	39.0	0.10	2.7	0.10	2.5	0.10
Unemployment	38.7	0.10	61.3	0.10	16.0	0.10	30.2	0.10	11.6	0.10	14.2	0.10
Promotable Pool	47.2	0.00	52.8	0.00	42.1	0.00	45.0	0.00	0.5	0.00	2.9	0.00
Educational Data	44.2	0.80	55.8	0.80	36.3	0.80	44.4	0.80	2.1	0.80	2.9	0.80
FINAL AVAIL. FACTOR			44.4	55.6		34.8		42.5		3.1		4.0

FACTOR	HISPANIC MALE		HISPANIC FEMALE		OTHER MALE		OTHER FEMALE	
	RS	VW	RS	WF	RS	VW	RS	WF
Employment	2.4	0.10	2.5	0.10	5.4	0.10	4.2	0.10
Unemployment	9.3	0.10	13.8	0.10	1.8	0.10	3.1	0.10
Promotable Pool	1.9	0.00	1.2	0.00	2.7	0.00	3.6	0.00
Educational Data	2.9	0.80	3.9	0.80	2.8	0.80	4.5	0.80
FINAL AVAIL. FACTOR			3.5	4.8		3.0		4.3

FACTOR	SOURCE OF STATISTIC	REASON FOR WEIGHTING THE FACTOR
Employment	2000 COS Vol. 1 Connecticut Pgs. 6 & 7 Postsecondary Teachers (251000). -Statewide	10% Generally, limited hiring from the employed population. Data is outdated and weight is lower but will increase with newer data.
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide SOC Code 25.10 - Postsecondary Teachers; SOC Code 25.30 - Other Teachers & Instructors	10% Small % of hiring from the unemployed population.
Promotable Pool	Promotable /Transferable Workforce Analysis Data from Instructor Rank	0% Some promotions occur into this category from Instructor rank.
National Education Data	U.S. Department of Education, National Center for Education Statistics Integrated Postsecondary Education Data System (IPEDS) Fall 2017 Instructor rank (Table prepared December 2018)	80% Weight based on scope of recruitment searches in this category.

AVAILABILITY ANALYSIS WORKSHEET DATA

OCC. CATEGORY: ASSISTANT PROFESSOR

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Census Data - 2000 CT - Vol 1 - 25100 - Postsecondary Teachers	16020	8284	7736	6590	6255	440	399	385	405	869	677
PERCENTAGE	100.0%	51.7%	48.3%	41.1%	39.0%	2.7%	2.5%	2.4%	2.5%	5.4%	4.2%
Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code 25.10 - Postsecondary Teachers	225	87	138	36	68	26	32	21	31	4	7
SOC Code 25.30 - Other Teachers & Instructors	477	128	349	95	199	23	89	8	46	2	15
TOTAL	702	215	487	131	267	49	121	29	77	6	22
PERCENTAGE	100.0%	38.7%	61.3%	16.0%	30.2%	11.6%	14.2%	9.3%	13.8%	1.8%	3.1%
Promotable Pool	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Instructor	4	0	4	0	4	0	0	0	0	0	0
Lecturer	409	195	214	174	182	2	12	8	5	11	15
PERCENTAGE	100.0%	47.2%	52.8%	42.1%	45.0%	0.5%	2.9%	1.9%	1.2%	2.7%	3.6%
Educational Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Instructor	92445	39927	52518	31062	39999	2585	4483	3293	4137	2987	3899
Lecturer	39319	17393	21926	14288	17475	838	1143	1153	1540	1114	1768
PERCENTAGE	100.0%	44.2%	55.8%	36.3%	44.4%	2.1%	2.9%	2.9%	3.9%	2.8%	4.5%

OCC. CATEGORY: PROFESSIONAL NON-FACULTY

LMA: CONNECTICUT/NATIONAL

TITLE:

FACTOR	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE	
	RS	VW	RS	WF	RS	WF	RS	WF	RS	VW	RS	WF
Employment	41.8	0.50	58.2	29.1	37.2	18.6	50.9	25.5	2.7	0.50	4.0	2.0
Unemployment	19.9	0.00	80.1	0.0	8.8	0.0	29.9	0.0	6.3	0.00	26.3	0.0
Promotable Pool	0.0	0.00	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.00	0.0	0.0
Educational Data	39.6	0.50	60.4	30.2	29.4	14.7	42.9	21.5	3.7	0.50	7.2	3.6
FINAL AVAIL. FACTOR			40.7	59.3		33.3		46.9			3.2	5.6

FACTOR	HISPANIC MALE		HISPANIC FEMALE		OTHER MALE		OTHER FEMALE	
	RS	VW	RS	WF	RS	WF	RS	WF
Employment	1.2	0.50	2.0	1.0	0.8	0.4	1.3	0.6
Unemployment	4.2	0.00	22.7	0.0	0.6	0.0	1.2	0.0
Promotable Pool	0.0	0.00	0.0	0.0	0.0	0.0	0.0	0.0
Educational Data	3.2	0.50	5.4	2.7	3.2	1.6	5.0	2.5
FINAL AVAIL. FACTOR			2.2	3.7		2.0		3.1

FACTOR	SOURCE OF STATISTIC	REASON FOR WEIGHTING THE FACTOR
Employment	2000 COS Vol. 1 Connecticut Pgs. 2 & 3 Education Administrators (119030)	50% Generally, hiring from the employed population. Data is outdated and will use new data when available.
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide SOC Code 25.90 Other Education, Training & Library Occupations	0% Generally no hiring from the unemployed population.
Promotable Pool	Promotable / Transferable	0% Very limited promotions occur into this category
National Education Data	U.S. Department of Education, National Center for Education Statistics Integrated Postsecondary Education Data System (IPEDS) Fall 2017 Bus. & Financial Operations, Computers, Engineering & Science, Community, Social Service, Legal, Arts, Design, Entertainment, Sports & Media, Healthcare Practitioners & Technicians, Librarians, Curators & Archivists Student & Academic Affairs & Other Education Services	50% Weight based on scope of recruitment searches in this category.

100.0

AVAILABILITY ANALYSIS WORKSHEET DATA

OCC. CATEGORY: PROFESSIONAL NON-FACULTY

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Census Data - 2000 CT - Vol 1 - 119030-Education Administrators	9937	4158	5779	3695	5060	265	395	120	195	78	129
PERCENTAGE	100.0%	41.8%	58.2%	37.2%	50.9%	2.7%	4.0%	1.2%	2.0%	0.8%	1.3%
	41.8	58.2	37.2	50.9	2.7	4.0	1.2	2.0	0.8	1.3	
Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code 25.90 - Other Education, Training & Library Occupations	662	132	530	58	198	42	174	28	150	4	8
PERCENTAGE	100.0%	19.9%	80.1%	8.8%	29.9%	6.3%	26.3%	4.2%	22.7%	0.6%	1.2%
	19.9	80.1	8.8	29.9	6.3	26.3	4.2	22.7	0.6	1.2	
Educational Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
National Education Data Table 315.20 - Fall 2017											
Bus. & Financial Operations	202961	54657	148304	40,493	103,999	5,254	18,445	4,927	13,959	3,983	11,901
Computers, Engineering & Science	211916	128301	83615	96,504	57,272	8,040	6,893	9,596	6,399	14,161	13,051
Community, Social Service, Legal, Arts, Design, Entertainment, Sports & Media	173079	77140	95939	59,280	70,640	9,527	11,624	5,586	8,996	2,747	4,679
Healthcare Practitioners & Technicians	99996	28804	71192	19,574	49,580	2,596	8,752	2,268	5,624	4,366	7,236
Librarians, Curators & Archivists	39468	11720	27748	9,640	22,160	714	2,308	772	1,502	594	1,778
Student & Academic Affairs & Other Education Services	169919	54330	115589	38,522	81,032	6,901	16,406	5,728	11,531	3,179	6,620
TOTAL	897339	354952	542387	264013	384683	33032	64428	28877	48011	29030	45265
PERCENTAGE	100.0%	39.6%	60.4%	29.4%	42.9%	3.7%	7.2%	3.2%	5.4%	3.2%	5.0%
	39.6	60.4	29.4	42.9	3.7	7.2	3.2	5.4	3.2	5.0	

OCC. CATEGORY: SECRETARIAL CLERICAL

LMA: FAIRFIELD COUNTY

TITLE:

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	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	29.2	0.10	2.9	70.8	0.10	7.1	11.7	0.10	1.2	37.8	0.10	3.8	9.6	0.10	1.0	17.2	0.10	1.7
Promotable Pool	5.0	0.45	2.3	95.0	0.45	42.8	5.0	0.45	2.3	75.0	0.45	33.8	0.0	0.45	0.0	15.0	0.45	6.8
FINAL AVAIL. FACTOR			11.0			89.0			7.6			68.6			1.7			12.5
FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE								
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	0.9	0.45	0.4	6.6	0.45	3.0	1.1	0.45	0.5	2.3	0.45	1.1						
Unemployment	7.2	0.10	0.7	14.6	0.10	1.5	0.7	0.10	0.1	1.2	0.10	0.1						
Promotable Pool	0.0	0.45	0.0	5.0	0.45	2.3	0.0	0.45	0.0	0.0	0.45	0.0						
FINAL AVAIL. FACTOR			1.1			6.7			0.6			1.2						100.0
FACTOR	SOURCE OF STATISTIC										REASON FOR WEIGHTING THE FACTOR							
Employment	2000 COS Vol. 1 Pgs. 40 & 41, Statewide Other Office & Admin. Support Wkrs (439000); Secretaries & Admin Asst (436000)										45% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available. 10% Some hiring from the unemployed population.							
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Fairfield County SOC Code: 43, Office & Administrative Support Occupations.																	
Promotable Pool	Promotable / Transferable Workforce Analysis Data from Secretary 2										45% Largest % of promotions occur into this category from Secretary 2							

AVAILABILITY ANALYSIS WORKSHEET DATA

OCC. CATEGORY: SECRETARIAL CLERICAL

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Other Office & Suppt Wkrs (439000)	10430	2838	7592	2045	5475	355	1030	193	776	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%	0.9%	6.6%	1.1%	2.3%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code: 43, Office & Administrative Support Occupations.	14435	4217	10218	1693	5452	1390	2479	1035	2112	99	175
TOTAL	14435	4217	10218	1693	5452	1390	2479	1035	2112	99	175
PERCENTAGE	100.0%	29.2%	70.8%	11.7%	37.8%	9.6%	17.2%	7.2%	14.6%	0.7%	1.2%

Promotable Pool	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Secretary 2	20	1	19	1	15	0	3	0	1	0	0
TOTAL	20	1	19	1	15	0	3	0	1	0	0
PERCENTAGE	100.0%	5.0%	95.0%	5.0%	75.0%	0.0%	15.0%	0.0%	5.0%	0.0%	0.0%

OCC. CATEGORY: SECRETARIAL CLERICAL
 TITLE: SECRETARY 2

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	2.2	0.45	1.0	97.8	0.45	44.0	1.7	0.45	0.8	81.5	0.45	36.7	0.3	0.45	0.1	8.5	0.45	3.8
Unemployment	3.4	0.10	0.3	96.6	0.10	9.7	2.0	0.10	0.2	61.9	0.10	6.2	0.5	0.10	0.0	16.2	0.10	1.6
Promotable Pool	0.0	0.45	0.0	100.0	0.45	45.0	0.0	0.45	0.0	50.0	0.45	22.5	0.0	0.45	0.0	50.0	0.45	22.5
FINAL AVAIL. FACTOR			1.3			98.7			1.0			65.4			0.1			27.9

FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE			REASON FOR WEIGHTING THE FACTOR		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	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	45% Primarily hiring from the employed population. Lowered % of Data because it is an outdated source and will increase amount of weight when new data is available.		
Unemployment	0.9	0.10	0.1	17.2	0.10	1.7	0.0	0.10	0.0	1.3	0.10	0.1	10% Some hiring from the unemployed population.		
Promotable Pool	0.0	0.45	0.0	0.0	0.45	0.0	0.0	0.45	0.0	0.0	0.45	0.0	45% Largest % of promotions occur into this category from Secretary 1		
FINAL AVAIL. FACTOR			0.1			4.4			0.1			1.0			

100.0

FACTOR	SOURCE OF STATISTIC	REASON FOR WEIGHTING THE FACTOR
Employment	2000 COS Vol. 1 Pgs. 40 & 41, Fairfield County: Secretaries & Admin Asst (436000)	45% Primarily hiring from the employed population. Lowered % of Data because it is an outdated source and will increase amount of weight when new data is available.
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Fairfield County SOC Code: 43.60, Secretaries & Administrative Assistants.	10% Some hiring from the unemployed population.
Promotable Pool	Promotable /Transferable Workforce Analysis Data from Secretary 1	45% Largest % of promotions occur into this category from Secretary 1

AVAILABILITY ANALYSIS WORKSHEET DATA
SECRETARIAL CLERICAL - SECRETARY 2

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Sec & Admin Asst (436000)	13879	309	13570	230	11315	35	1175	15	820	29	260
TOTAL	13879	309	13570	230	11315	35	1175	15	820	29	260
PERCENTAGE	100.0%	2.2%	97.8%	1.7%	81.5%	0.3%	8.5%	0.1%	5.9%	0.2%	1.9%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC CODE 43.60 Secretaries & Administrative Assistants.	2072	70	2002	41	1282	10	336	18	357	1	27
TOTAL	2072	70	2002	41	1282	10	336	18	357	1	27
PERCENTAGE	100.0%	3.4%	96.6%	2.0%	61.9%	0.5%	16.2%	0.9%	17.2%	0.0%	1.3%

Promotable Pool	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Secretary 1	8	0	8	0	4	0	4	0	0	0	0
TOTAL	8	0	8	0	4	0	4	0	0	0	0
PERCENTAGE	100.0%	0.0%	100.0%	0.0%	50.0%	0.0%	50.0%	0.0%	0.0%	0.0%	0.0%

OCC. CATEGORY: TECHNICAL PARAPROFESSIONAL

TITLE:

FACTOR	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE	
	RS	VW	RS	WF	RS	VW	RS	WF	RS	VW	RS	WF
Employment	27.2	0.70	19.0	19.0	19.6	0.70	13.7	36.8	3.4	0.70	2.4	6.9
Unemployment	18.0	0.30	5.4	24.6	6.7	0.30	2.0	5.6	7.3	0.30	2.2	12.4
Promotable Pool	0.0	0.00	0.0	0.0	0.0	0.00	0.0	0.0	0.0	0.00	0.0	0.0
FINAL AVAIL. FACTOR			24.4	75.6			15.7	42.4			4.6	19.3

FACTOR	HISPANIC MALE		HISPANIC FEMALE		OTHER MALE		OTHER FEMALE		REASON FOR WEIGHING THE FACTOR	
	RS	VW	RS	WF	RS	VW	RS	WF		
Employment	1.9	0.70	1.3	1.3	2.3	0.70	1.6	2.1		
Unemployment	4.0	0.30	1.2	6.2	0.0	0.30	0.0	0.4		
Promotable Pool	0.0	0.00	0.0	0.0	0.0	0.00	0.0	0.0		
FINAL AVAIL. FACTOR			2.5	11.4			1.6	2.5		100.0

102.0

FACTOR	SOURCE OF STATISTIC	REASON FOR WEIGHING THE FACTOR
Employment	2000 COS Vol. 1 Pgs. 32 -33 & 40 & 41, Fairfield County: Library Technicians (254031) & Other Office & Admin Support Workers (43900)	70% Primarily hiring from the employed population. Data is an outdated source and will increase amount of weight when new data is available.
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Fairfield County - SOC Codes: 13.20, Financial Specialists & 25.90 Other Education, Training & Library	30% Some hiring from the unemployed population.
Promotable Pool	Promotable /Transferable	0% No promotable pool

OCC. CATEGORY: TECHNICAL PARAPROFESSIONAL
 AVAILABILITY ANALYSIS WORKSHEET DATA

Employment Data	T	TM	TF	WM	WF	BM	BF	HIM	HF	OM	OF
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	5575	355	1034	203	780	245	311
PERCENTAGE	100.0%	27.2%	72.8%	19.6%	52.5%	3.4%	9.9%	1.9%	7.4%	2.3%	3.0%
		27.2	72.8	19.6	52.5	3.4	9.9	1.9	7.4	2.3	3.0
Unemployment Data	T	TM	TF	WM	WF	BM	BF	HIM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC CODE 13.20 Financial Specialists	538	285	253	198	144	31	57	26	34	30	18
SOC CODE 25.90 Other Education, Training & Library	150	27	123	10	28	11	62	6	31	0	2
TOTAL	688	312	376	208	172	42	119	32	65	30	20
PERCENTAGE	100.0%	18.0%	82.0%	6.7%	18.7%	7.3%	41.3%	4.0%	20.7%	0.0%	1.3%
		18.0	82.0	6.7	18.7	7.3	41.3	4.0	20.7	0.0	1.3

OCC. CATEGORY: SKILLED CRAFT WORKERS

LMA: FAIRFIELD COUNTY

TITLE:

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	98.1	0.80	78.4	1.9	0.80	1.6	67.5	0.80	54.0	1.2	0.80	0.9	5.2	0.80	4.1	0.1	0.80	0.1
Unemployment	97.5	0.20	19.5	2.5	0.20	0.5	45.5	0.20	9.1	0.8	0.20	0.2	21.5	0.20	4.3	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	0.0	0.00	0.0	0.0	0.00	0.0
FINAL AVAIL. FACTOR			97.9			2.1			63.1			1.1			8.4			0.2

FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE			REASON FOR WEIGHTING THE FACTOR		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF			
Employment	20.2	0.80	16.1	0.5	0.80	0.4	5.2	0.80	4.2	0.2	0.80	0.1	80% Primarily hiring from the employed population. Data is an outdated source and will increase amount of weight when new data is available.		
Unemployment	29.6	0.20	5.9	1.2	0.20	0.2	1.0	0.20	0.2	0.0	0.20	0.0	20% Some hiring from the unemployed population.		
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% No promotable pool		
FINAL AVAIL. FACTOR			22.0			0.7			4.4			0.1			

FACTOR	SOURCE OF STATISTIC
Employment	2000 COS Vol. 1 Pgs. 42-43, Fairfield County: Construction Trades Workers (472000)
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Fairfield County - SOC Code: 47.20, Construction Trades Workers.
Promotable Pool	Promotable / Transferable

REASON FOR WEIGHTING THE FACTOR

80% Primarily hiring from the employed population.
Data is an outdated source and will increase amount of weight when new data is available.
20% Some hiring from the unemployed population.

0% No promotable pool

OCC. CATEGORY: SERVICE MAINTENANCE

LMA: FAIRFIELD COUNTY

TITLE:

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	82.8	0.30	24.8	17.2	0.30	5.2	53.2	0.30	16.0	3.5	0.30	1.0	5.1	0.30	1.5	6.1	0.30	1.8
Unemployment	80.5	0.20	16.2	19.5	0.20	3.9	39.6	0.20	7.9	6.7	0.20	1.3	11.3	0.20	2.3	4.1	0.20	0.8
Promotable Pool	78.4	0.50	39.2	21.6	0.50	10.8	31.4	0.50	15.7	11.8	0.50	5.9	11.8	0.50	5.9	2.0	0.50	1.0
FINAL AVAIL. FACTOR			80.2			19.8			39.6			8.2			9.7			3.6

FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE			REASON FOR WEIGHTING THE FACTOR		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF			
Employment	22.5	0.30	6.7	7.2	0.30	2.2	2.0	0.30	0.6	0.4	0.30	0.1	30% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available.		
Unemployment	28.9	0.20	5.8	8.4	0.20	1.7	0.8	0.20	0.2	0.3	0.20	0.1	20% Some hiring from the unemployed population.		
Promotable Pool	21.6	0.50	10.8	5.9	0.50	2.9	13.7	0.50	6.8	2.0	0.50	1.0	0% No promotions into category		
FINAL AVAIL. FACTOR			23.3			6.8			7.6			1.2	100.0		

SOURCE OF STATISTIC

Employment	2000 COS Vol. 1 Pgs. 36 - 37 , Fairfield County: Super., Building & Grounds Cleaning & Maintenance Workers (371000)		
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.		
Promotable Pool	Promotable /Transferable		

AVAILABILITY ANALYSIS WORKSHEET DATA

OCC. CATEGORY: SERVICE MAINTENANCE

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Super., Building & Grounds Cleaning & Maintenance Workers (371000)	978	810	168	520	34	50	60	220	70	20	4
TOTAL	978	810	168	520	34	50	60	220	70	20	4
PERCENTAGE	100.0%	82.8%	17.2%	53.2%	3.5%	5.1%	6.1%	22.5%	7.2%	2.0%	0.4%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.	4383	3529	854	1735	294	494	180	1267	366	33	14
TOTAL	4383	3529	854	1735	294	494	180	1267	366	33	14
PERCENTAGE	100.0%	80.5%	19.5%	39.6%	6.7%	11.3%	4.1%	28.9%	8.4%	0.8%	0.3%

Promotable Pool	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Custodian	51	40	11	16	6	6	1	11	3	7	1
TOTAL	51	40	11	16	6	6	1	11	3	7	1
PERCENTAGE	100.0%	78.4%	21.6%	31.4%	11.8%	11.8%	2.0%	21.6%	5.9%	13.7%	2.0%

82.8 17.2 53.2 3.5 5.1 6.1 22.5 7.2 2.0 0.4
 80.5 19.5 39.6 6.7 11.3 4.1 28.9 8.4 0.8 0.3
 78.4 21.6 31.4 11.8 11.8 2.0 21.6 5.9 13.7 2.0

OCC. CATEGORY: SERVICE MAINTENANCE
 TITLE: CUSTODIANS

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	77.6	0.60	46.6	22.4	0.60	13.4	38.0	0.60	22.8	6.9	0.60	4.1	12.6	0.60	7.6	2.6	0.60	1.6
Unemployment	80.5	0.40	32.2	19.5	0.40	7.8	39.6	0.40	15.8	6.7	0.40	2.7	11.3	0.40	4.5	4.1	0.40	1.6
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			78.8			21.2			38.6			6.8			12.1			3.2

FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE			REASON FOR WEIGHTING THE FACTOR		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF			
Employment	23.1	0.60	13.9	12.2	0.60	7.3	3.9	0.60	2.4	0.7	0.60	0.4	60% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available.		
Unemployment	28.9	0.40	11.6	8.4	0.40	3.3	0.8	0.40	0.3	0.3	0.40	0.1	40% Some hiring from the unemployed population.		
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% No promotions occur into this category		
FINAL AVAIL. FACTOR			25.4			10.7			2.7			0.5			

100.0

SOURCE OF STATISTIC

Employment	2000 COS Vol. 1 Pgs. 38 - 39, Fairfield County: Janitors & Building Cleaners (37201X)
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.
Promotable Pool	Promotable / Transferable

AVAILABILITY ANALYSIS WORKSHEET DATA

OCC. CATEGORY: CUSTODIANS

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
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%	2.6%	23.1%	12.2%	3.9%	0.7%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.	4383	3529	854	1735	294	494	180	1267	366	33	14
TOTAL	4383	3529	854	1735	294	494	180	1267	366	33	14
PERCENTAGE	100.0%	80.5%	19.5%	39.6%	6.7%	11.3%	4.1%	28.9%	8.4%	0.8%	0.3%

OCC. CATEGORY: PROTECTIVE SERVICES

LMA: FAIRFIELD COUNTY

TITLE:

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	93.4	0.90	84.1	6.6	0.90	6.0	74.4	0.90	67.0	4.2	0.90	3.8	8.0	0.90	7.2	1.6	0.90	1.4
Unemployment	68.5	0.10	6.8	31.5	0.10	3.1	26.0	0.10	2.6	7.8	0.10	0.8	26.6	0.10	2.7	14.7	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			90.9			9.1			69.6			4.6			9.9			2.9

FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE			REASON FOR WEIGHTING THE FACTOR					
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF						
Employment	9.9	0.90	8.9	0.7	0.90	0.6	1.0	0.90	0.9	0.1	0.90	0.1	90% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available.					
Unemployment	14.9	0.10	1.5	8.6	0.10	0.9	1.0	0.10	0.1	0.5	0.10	0.0	10% Some hiring from the unemployed population.					
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% No promotions occur into this category					
FINAL AVAIL. FACTOR			10.4			1.5			1.0			0.1						

100.0

SOURCE OF STATISTIC

FACTOR	REASON FOR WEIGHTING THE FACTOR
Employment	2000 COS Vol. 1 Pgs. 36 - 37 , Fairfield County: First-Line Supv./Mgr. Prot. Serv. Wrkr (331000), Police Offs (333050), First-Line Supv./Mgr Police (331012), Detectives & Crim Investigators (333021)
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide SOC Code: 33, Protective Service Occupations.
Promotable Pool	Promotable /Transferable

AVAILABILITY ANALYSIS WORKSHEET DATA

OC. CATEGORY: PROTECTIVE SERVICES

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
First-Line Supv./Mgr. Prot. Serv. Wrkr (331000)	909	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	30	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%	6.6%	74.4%	4.2%	8.0%	1.6%	9.9%	0.7%	1.0%	0.1%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code: 33, Protective Service Occupations	1282	878	404	333	100	341	188	191	110	13	6
TOTAL	1282	878	404	333	100	341	188	191	110	13	6
PERCENTAGE	100.0%	68.5%	31.5%	26.0%	7.8%	26.6%	14.7%	14.9%	8.6%	1.0%	0.5%

93.4 6.6 74.4 4.2 8.0 1.6 9.9 0.7 1.0 0.1
 68.5 31.5 26.0 7.8 26.6 14.7 14.9 8.6 1.0 0.5

OCC. CATEGORY: SECRETARIAL CLERICAL

LMA: FAIRFIELD COUNTY

TITLE:

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	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	29.2	0.10	2.9	70.8	0.10	7.1	11.7	0.10	1.2	37.8	0.10	3.8	9.6	0.10	1.0	17.2	0.10	1.7
Promotable Pool	5.0	0.45	2.3	95.0	0.45	42.8	5.0	0.45	2.3	75.0	0.45	33.8	0.0	0.45	0.0	15.0	0.45	6.8
FINAL AVAIL. FACTOR			11.0			89.0			7.6			68.6			1.7			12.5

FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE			REASON FOR WEIGHTING THE FACTOR		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF			
Employment	0.9	0.45	0.4	6.6	0.45	3.0	1.1	0.45	0.5	2.3	0.45	1.1	45% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available.		
Unemployment	7.2	0.10	0.7	14.6	0.10	1.5	0.7	0.10	0.1	1.2	0.10	0.1	10% Some hiring from the unemployed population.		
Promotable Pool	0.0	0.45	0.0	5.0	0.45	2.3	0.0	0.45	0.0	0.0	0.45	0.0	45% Largest % of promotions occur into this category from Secretary 2		
FINAL AVAIL. FACTOR			1.1			6.7			0.6			1.2			

100.0

FACTOR	SOURCE OF STATISTIC	REASON FOR WEIGHTING THE FACTOR
Employment	2000 COS Vol. 1 Pgs. 40 & 41, Statewide Other Office & Admin. Support Wkrs (439000); Secretaries & Admin Asst (436000)	45% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available.
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Fairfield County SOC Code: 43, Office & Administrative Support Occupations.	10% Some hiring from the unemployed population.
Promotable Pool	Promotable / Transferable Workforce Analysis Data from Secretary 2	45% Largest % of promotions occur into this category from Secretary 2

AVAILABILITY ANALYSIS WORKSHEET DATA
 OCC. CATEGORY: SECRETARIAL CLERICAL

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Other Office & Suppt Wkrs (439000)	10430	2838	7592	2045	5475	355	1030	193	776	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%	0.9%	6.6%	1.1%	2.3%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code: 43, Office & Administrative Support Occupations.	14435	4217	10218	1693	5452	1390	2479	1035	2112	99	175
TOTAL	14435	4217	10218	1693	5452	1390	2479	1035	2112	99	175
PERCENTAGE	100.0%	29.2%	70.8%	11.7%	37.8%	9.6%	17.2%	7.2%	14.6%	0.7%	1.2%

Promotable Pool	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Secretary 2	20	1	19	1	15	0	3	0	1	0	0
TOTAL	20	1	19	1	15	0	3	0	1	0	0
PERCENTAGE	100.0%	5.0%	95.0%	5.0%	75.0%	0.0%	15.0%	0.0%	5.0%	0.0%	0.0%

OCC. CATEGORY: SECRETARIAL CLERICAL
 TITLE: SECRETARY 2

FACTOR	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE			
	RS	VW	RS	WF	RS	WF	RS	WF	RS	VW	WF	RS	VW	WF
Employment	2.2	0.45	97.8	44.0	1.7	0.45	81.5	0.45	0.3	0.45	0.1	8.5	0.45	3.8
Unemployment	3.4	0.10	96.6	9.7	2.0	0.10	61.9	0.10	0.5	0.10	0.0	16.2	0.10	1.6
Promotable Pool	0.0	0.45	100.0	45.0	0.0	0.45	50.0	0.45	0.0	0.45	0.0	50.0	0.45	22.5
FINAL AVAIL. FACTOR				98.7		1.0					0.1			27.9

FACTOR	HISPANIC MALE		HISPANIC FEMALE		OTHER MALE		OTHER FEMALE		REASON FOR WEIGHTING THE FACTOR
	RS	VW	RS	WF	RS	WF	RS	WF	
Employment	0.1	0.45	5.9	2.7	0.2	0.45	1.9	0.45	45% Primarily hiring from the employed population. Lowered % of Data because it is an outdated source and will increase amount of weight when new data is available. 10% Some hiring from the unemployed population.
Unemployment	0.9	0.10	17.2	1.7	0.0	0.10	1.3	0.10	
Promotable Pool	0.0	0.45	0.0	0.0	0.0	0.45	0.0	0.45	
FINAL AVAIL. FACTOR				4.4		0.1		1.0	100.0

FACTOR	SOURCE OF STATISTIC
Employment	2000 COS Vol. 1 Pgs. 40 & 41, Fairfield County: Secretaries & Admin Asst (436000)
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Fairfield County SOC Code: 43.60, Secretaries & Administrative Assistants.
Promotable Pool	Promotable / Transferable Workforce Analysis Data from Secretary 1

OCC. CATEGORY: SECRETARIAL CLERICAL - SECRETARY 2
 AVAILABILITY ANALYSIS WORKSHEET DATA

Employment Data		TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Sec & Admin Asst (436000)	13879	309	13570	230	11315	35	1175	15	820	29	260
TOTAL	13879	309	13570	230	11315	35	1175	15	820	29	260
PERCENTAGE	100.0%	2.2%	97.8%	1.7%	81.5%	0.3%	8.5%	0.1%	5.9%	0.2%	1.9%

Unemployment Data		TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC CODE 43.60 Secretaries & Administrative Assistants.	2072	70	2002	41	1282	10	336	18	357	1	27
TOTAL	2072	70	2002	41	1282	10	336	18	357	1	27
PERCENTAGE	100.0%	3.4%	96.6%	2.0%	61.9%	0.5%	16.2%	0.9%	17.2%	0.0%	1.3%

Promotable Pool		TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Secretary 1	8	0	8	0	4	0	4	0	0	0	0
TOTAL	8	0	8	0	4	0	4	0	0	0	0
PERCENTAGE	100.0%	0.0%	100.0%	0.0%	50.0%	0.0%	50.0%	0.0%	0.0%	0.0%	0.0%

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

MARCH 2020

OCC. CATEGORY: TECHNICAL PARAPROFESSIONAL

LMA: FAIRFIELD COUNTY

TITLE:

FACTOR	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE	
	RS	VW	RS	WF	RS	VW	RS	WF	RS	VW	RS	WF
Employment	27.2	0.70	72.8	51.0	19.6	0.70	13.7	52.5	36.8	3.4	0.70	2.4
Unemployment	18.0	0.30	82.0	24.6	6.7	0.30	2.0	18.7	5.6	7.3	0.30	2.2
Promotable Pool	0.0	0.00	0.0	0.0	0.0	0.00	0.0	0.0	0.0	0.0	0.00	0.0
FINAL AVAIL. FACTOR				75.6			15.7		42.4			4.6
												19.3
FACTOR	HISPANIC MALE		HISPANIC FEMALE		OTHER MALE		OTHER FEMALE		BLACK MALE		BLACK FEMALE	
	RS	VW	RS	WF	RS	VW	RS	WF	RS	VW	RS	WF
Employment	1.9	0.70	7.4	5.2	2.3	0.70	1.6	3.0	2.1			
Unemployment	4.0	0.30	20.7	6.2	0.0	0.30	0.0	1.3	0.4			
Promotable Pool	0.0	0.00	0.0	0.0	0.0	0.00	0.0	0.0	0.0			
FINAL AVAIL. FACTOR				11.4			1.6		2.5			
												100.0

FACTOR	SOURCE OF STATISTIC	REASON FOR WEIGHTING THE FACTOR
Employment	2000 COS Vol. 1 Pgs. 32 -33 & 40 & 41, Fairfield County: Library Technicians (254031) & Other Office & Admin Support Workers (43900)	70% Primarily hiring from the employed population. Data is an outdated source and will increase amount of weight when new data is available.
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Fairfield County - SOC Codes: 13.20, Financial Specialists & 2.5.90 Other Education, Training & Library	30% Some hiring from the unemployed population.
Promotable Pool	Promotable /Transferable	0% No promotable pool

OCC. CATEGORY: TECHNICAL PARAPROFESSIONAL
AVAILABILITY ANALYSIS WORKSHEET DATA

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
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	5575	355	1034	203	780	245	311
PERCENTAGE	100.0%	27.2%	72.8%	19.6%	52.5%	3.4%	9.9%	1.9%	7.4%	2.3%	3.0%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019	538	285	253	198	144	31	57	26	34	30	18
SOC CODE 13.20 Financial Specialists	150	27	123	10	28	11	62	6	31	0	2
SOC CODE 25.90 Other Education, Training & Library	688	312	376	208	172	42	119	32	65	30	20
TOTAL	100.0%	18.0%	82.0%	6.7%	18.7%	7.3%	41.3%	4.0%	20.7%	0.0%	1.3%

18.0 82.0 6.7 18.7 7.3 41.3 4.0 20.7 0.0 1.3

OCC. CATEGORY: SKILLED CRAFT WORKERS

LMA: FAIRFIELD COUNTY

TITLE:

FACTOR	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE	
	RS	VW	RS	WF	RS	WF	RS	WF	RS	VW	RS	WF
Employment	98.1	0.80	1.9	78.4	67.5	54.0	1.2	0.80	5.2	0.80	4.1	0.1
Unemployment	97.5	0.20	2.5	19.5	45.5	9.1	0.8	0.20	21.5	0.20	4.3	0.1
Promotable Pool	0.0	0.00	0.0	0.0	0.0	0.0	0.0	0.00	0.0	0.00	0.0	0.0
FINAL AVAIL. FACTOR				97.9	2.1	63.1					8.4	0.2
FACTOR	HISPANIC MALE		HISPANIC FEMALE		OTHER MALE		OTHER FEMALE					
	RS	VW	RS	WF	RS	WF	RS	WF	RS	VW	RS	WF
Employment	20.2	0.80	0.5	16.1	5.2	4.2	0.2	0.80				
Unemployment	29.6	0.20	1.2	5.9	1.0	0.2	0.0	0.20				
Promotable Pool	0.0	0.00	0.0	0.0	0.0	0.0	0.0	0.00				
FINAL AVAIL. FACTOR				22.0	0.7	4.4						100.0

FACTOR	SOURCE OF STATISTIC	REASON FOR WEIGHTING THE FACTOR
Employment	2000 COS Vol. 1 Pgs. 42-43, Fairfield County: Construction Trades Workers (472000)	80% Primarily hiring from the employed population. Data is an outdated source and will increase amount of weight when new data is available.
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Fairfield County - SOC Code: 47.20, Construction Trades Workers.	20% Some hiring from the unemployed population.
Promotable Pool	Promotable /Transferable	0% No promotable pool

OCC. CATEGORY: SKILLED CRAFT WORKERS
 AVAILABILITY ANALYSIS WORKSHEET DATA

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
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%	98.1%	1.9%	67.5%	1.2%	5.2%	0.1%	20.2%	0.5%	5.2%	0.2%
		98.1	1.9	67.5	1.2	5.2	0.1	20.2	0.5	5.2	0.2
Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code: 47.20, Construction Trades Workers.	1146	1117	29	521	9	246	6	339	14	11	0
TOTAL	1146	1117	29	521	9	246	6	339	14	11	0
PERCENTAGE	100.0%	97.5%	2.5%	45.5%	0.8%	21.5%	0.5%	29.6%	1.2%	1.0%	0.0%
		97.5	2.5	45.5	0.8	21.5	0.5	29.6	1.2	1.0	0.0

OCC. CATEGORY: SERVICE MAINTENANCE

LMA: FAIRFIELD COUNTY

TITLE:

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE				
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF		
Employment	82.8	0.30	24.8	17.2	0.30	5.2	53.2	0.30	16.0	3.5	0.30	1.0	5.1	0.30	1.5	6.1	0.30	1.8		
Unemployment	80.5	0.20	16.2	19.5	0.20	3.9	39.6	0.20	7.9	6.7	0.20	1.3	11.3	0.20	2.3	4.1	0.20	0.8		
Promotable Pool	78.4	0.50	39.2	21.6	0.50	10.8	31.4	0.50	15.7	11.8	0.50	5.9	11.8	0.50	5.9	2.0	0.50	1.0		
FINAL AVAIL. FACTOR			80.2			19.8			39.6			8.2			9.7			3.6		
FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE										
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF		
Employment	22.5	0.30	6.7	7.2	0.30	2.2	2.0	0.30	0.6	0.4	0.30	0.1								
Unemployment	28.9	0.20	5.8	8.4	0.20	1.7	0.8	0.20	0.2	0.3	0.20	0.1								
Promotable Pool	21.6	0.50	10.8	5.9	0.50	2.9	13.7	0.50	6.8	2.0	0.50	1.0								
FINAL AVAIL. FACTOR			23.3			6.8			7.6			1.2						100.0		
	100.0																			
FACTOR	SOURCE OF STATISTIC																	REASON FOR WEIGHTING THE FACTOR		
Employment	2000 COS Vol. 1 Pgs. 36 - 37 , Fairfield County: Super., Building & Grounds Cleaning & Maintenance Workers (371000)																	30% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available.		
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.																	20% Some hiring from the unemployed population.		
Promotable Pool	Promotable /Transferable																	0% No promotions into category		

AVAILABILITY ANALYSIS WORKSHEET DATA

OCC. CATEGORY: SERVICE MAINTENANCE

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Super., Building & Grounds Cleaning & Maintenance Workers (371000)	978	810	168	520	34	50	60	220	70	20	4
TOTAL	978	810	168	520	34	50	60	220	70	20	4
PERCENTAGE	100.0%	82.8%	17.2%	53.2%	3.5%	5.1%	6.1%	22.5%	7.2%	2.0%	0.4%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.	4383	3529	854	1735	294	494	180	1267	366	33	14
TOTAL	4383	3529	854	1735	294	494	180	1267	366	33	14
PERCENTAGE	100.0%	80.5%	19.5%	39.6%	6.7%	11.3%	4.1%	28.9%	8.4%	0.8%	0.3%

Promotable Pool	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
Custodian	51	40	11	16	6	6	1	11	3	7	1
TOTAL	51	40	11	16	6	6	1	11	3	7	1
PERCENTAGE	100.0%	78.4%	21.6%	31.4%	11.8%	11.8%	2.0%	21.6%	5.9%	13.7%	2.0%

82.8 17.2 53.2 3.5 5.1 6.1 22.5 7.2 2.0 0.4
 80.5 19.5 39.6 6.7 11.3 4.1 28.9 8.4 0.8 0.3
 78.4 21.6 31.4 11.8 11.8 2.0 21.6 5.9 13.7 2.0

OCC. CATEGORY: SERVICE MAINTENANCE
 TITLE: CUSTODIANS

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	77.6	0.60	46.6	22.4	0.60	13.4	38.0	0.60	22.8	6.9	0.60	4.1	12.6	0.60	7.6	2.6	0.60	1.6
Unemployment	80.5	0.40	32.2	19.5	0.40	7.8	39.6	0.40	15.8	6.7	0.40	2.7	11.3	0.40	4.5	4.1	0.40	1.6
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			78.8			21.2			38.6			6.8			12.1			3.2
FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE								
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF						
Employment	23.1	0.60	13.9	12.2	0.60	7.3	3.9	0.60	2.4	0.7	0.60	0.4						
Unemployment	28.9	0.40	11.6	8.4	0.40	3.3	0.8	0.40	0.3	0.3	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			25.4			10.7			2.7			0.5						

FACTOR	SOURCE OF STATISTIC	REASON FOR WEIGHTING THE FACTOR
Employment	2000 COS Vol. 1 Pgs. 38 - 39 , Fairfield County: Janitors & Building Cleaners (37201X)	60% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available.
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.	40% Some hiring from the unemployed population.
Promotable Pool	Promotable /Transferable	0% No promotions occur into this category

100.0

AVAILABILITY ANALYSIS WORKSHEET DATA

OCC. CATEGORY: CUSTODIANS

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
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%	2.6%	23.1%	12.2%	3.9%	0.7%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.	4383	3529	854	1735	294	494	180	1267	366	33	14
TOTAL	4383	3529	854	1735	294	494	180	1267	366	33	14
PERCENTAGE	100.0%	80.5%	19.5%	39.6%	6.7%	11.3%	4.1%	28.9%	8.4%	0.8%	0.3%

OCC. CATEGORY: PROTECTIVE SERVICES

LMA: FAIRFIELD COUNTY

TITLE:

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
Employment	93.4	0.90	84.1	6.6	0.90	6.0	74.4	0.90	67.0	4.2	0.90	3.8	8.0	0.90	7.2	1.6	0.90	1.4
Unemployment	68.5	0.10	6.8	31.5	0.10	3.1	26.0	0.10	2.6	7.8	0.10	0.8	26.6	0.10	2.7	14.7	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			90.9			9.1			69.6			4.6			9.9			2.9
FACTOR	HISPANIC MALE			HISPANIC FEMALE			OTHER MALE			OTHER FEMALE			REASON FOR WEIGHTING THE FACTOR					
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF						
Employment	9.9	0.90	8.9	0.7	0.90	0.6	1.0	0.90	0.9	0.1	0.90	0.1	90% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available.					
Unemployment	14.9	0.10	1.5	8.6	0.10	0.9	1.0	0.10	0.1	0.5	0.10	0.0	10% Some hiring from the unemployed population.					
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% No promotions occur into this category					
FINAL AVAIL. FACTOR			10.4			1.5			1.0			0.1						
FACTOR	SOURCE OF STATISTIC						REASON FOR WEIGHTING THE FACTOR											
Employment	2000 COS Vol. 1 Pgs. 36 - 37 , Fairfield County: First-Line Supv./Mgr. Prot. Serv. Wrkr (331000), Police Offs (333050), First-Line Supv./Mgr Police (331012), Detectives & Crim Investigators (333021)						90% Primarily hiring from the employed population. Data is outdated source and will increase amount when new data is available.											
Unemployment	CT Dept of Labor -- Connecticut Data for Affirmative Action Plans - 4th Qtr 2019 - Statewide						10% Some hiring from the unemployed population.											
Promotable Pool	SOC Code: 33, Protective Service Occupations. Promotable /Transferable						0% No promotions occur into this category											

100.0

AVAILABILITY ANALYSIS WORKSHEET DATA

OCC. CATEGORY: PROTECTIVE SERVICES

Employment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
First-Line Supv./Mgr. Prot. Serv. Wrkr (331000)	909	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	30	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%	6.6%	74.4%	4.2%	8.0%	1.6%	9.9%	0.7%	1.0%	0.1%

Unemployment Data	T	TM	TF	WM	WF	BM	BF	HM	HF	OM	OF
CT Dept of Labor -- CT Data for AAP - 4th Qtr 2019											
SOC Code: 33, Protective Service Occupations	1282	878	404	333	100	341	188	191	110	13	6
TOTAL	1282	878	404	333	100	341	188	191	110	13	6
PERCENTAGE	100.0%	68.5%	31.5%	26.0%	7.8%	26.6%	14.7%	14.9%	8.6%	1.0%	0.5%

Section G
Element No. 7

AVAILABILITY
ANALYSIS
Sec. 46a-68-84

(ATTACHMENTS AND DOCUMENTATION)

Connecticut Labor Force Data for Affirmative Action Plans

4th Quarter - 2019

"All of us do not have equal talent, but all of us should have an equal opportunity to develop our talents."
John F. Kennedy



Connecticut Data for Affirmative Action Plan 4th Quarter 2019

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.

If you are completing an Affirmative Action Plan for a State agency, municipality, or any political subdivision, and you require regulation guidelines for setting up your plan, please contact the CHRO, Office of Diversity Programs at (860) 541-3400 or visit their contract compliance website at: https://www.ct.gov/chro/taxonomy/v4_taxonomy.asp?DLN=45583&chroNav=|45583|

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: <https://portal.ct.gov/DAS/Procurement/Contracting/DAS-Procurement-BizNet-Accounts>

Acknowledgement: Dana W. Placzek and Todd Bentsen prepared this report for publication.

This publication is available online at:

www.ct.gov/dol

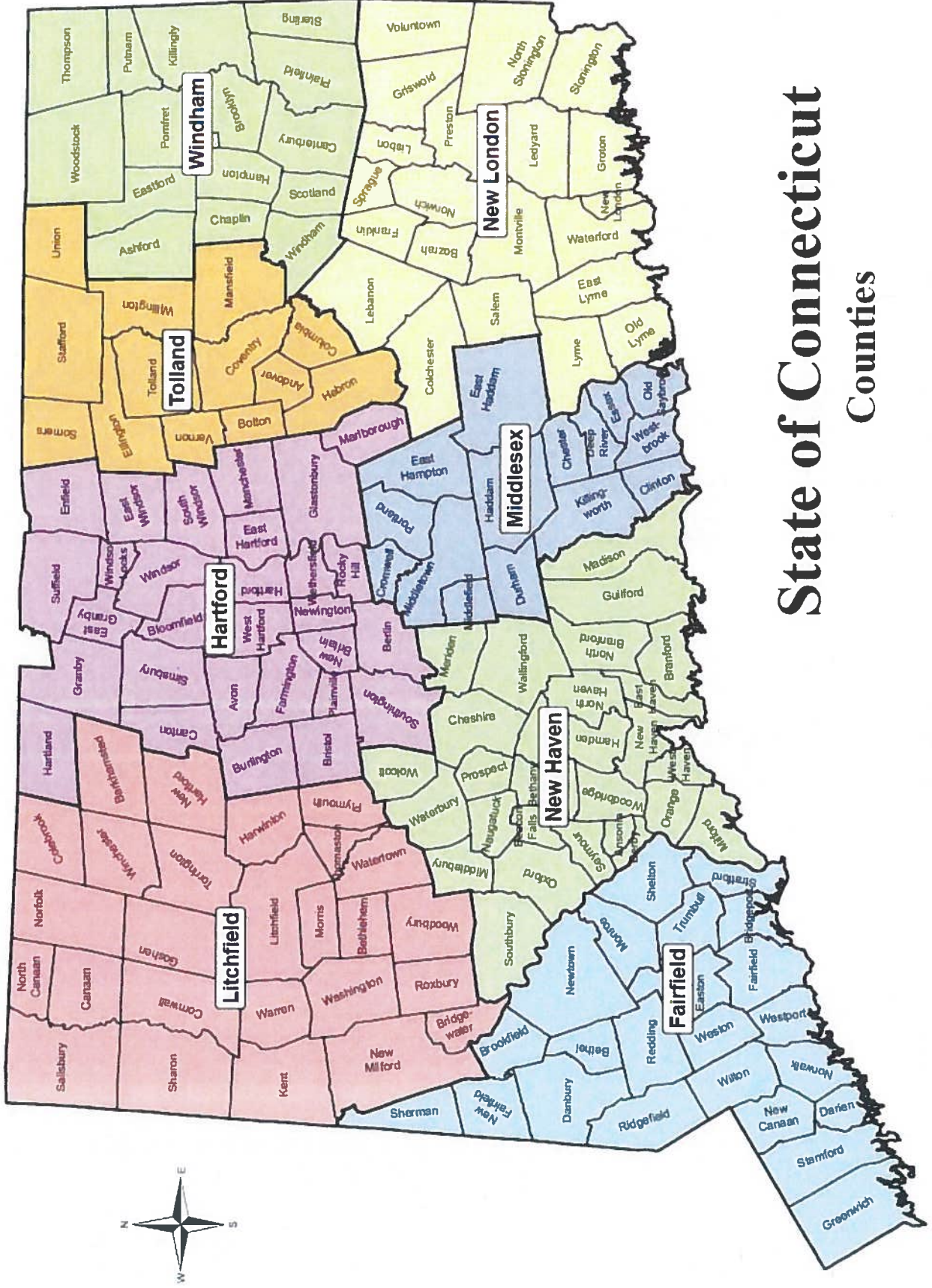
'Labor Market Information'



Connecticut Data for Affirmative Action Plan 4th Quarter 2019

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State of Connecticut Counties

Estimated Minority and Women Unemployed

December 2019

LABOR MARKET	TOTAL			MINORITY UNEMPLOYED			WOMEN UNEMPLOYED					
	Labor Force	Unemployed	Unemp Rate	Total	% of Total Unemployed	Black	Hispanic	Total	% of Total Unemployed	Minority	Black	Hispanic
Fairfield County	485,200	15,000	3.1%	9,230	61.6%	4,768	4,001	6,795	45.3%	4,381	2,406	1,772
Hartford County	484,100	16,300	3.4%	9,077	55.8%	4,366	4,272	7,359	45.3%	4,412	2,203	2,028
Litchfield County	105,300	3,100	3.0%	466	14.8%	111	301	1,251	39.8%	212	48	144
Middlesex County	93,900	2,600	2.8%	567	21.8%	294	211	1,058	40.6%	242	120	93
New Haven County	462,600	15,600	3.4%	9,024	58.0%	4,597	4,114	7,233	46.5%	4,522	2,345	2,038
New London County	136,800	4,300	3.1%	1,425	33.1%	574	722	1,982	46.1%	694	254	378
Tolland County	87,300	2,500	2.9%	351	14.1%	131	166	1,069	42.9%	176	71	81
Windham County	63,500	2,200	3.5%	683	30.5%	86	562	1,046	46.8%	346	37	294
STATE TOTAL	1,918,600	61,600	3.2%	30,484	49.5%	14,562	14,419	27,941	45.4%	14,898	7,289	6,950

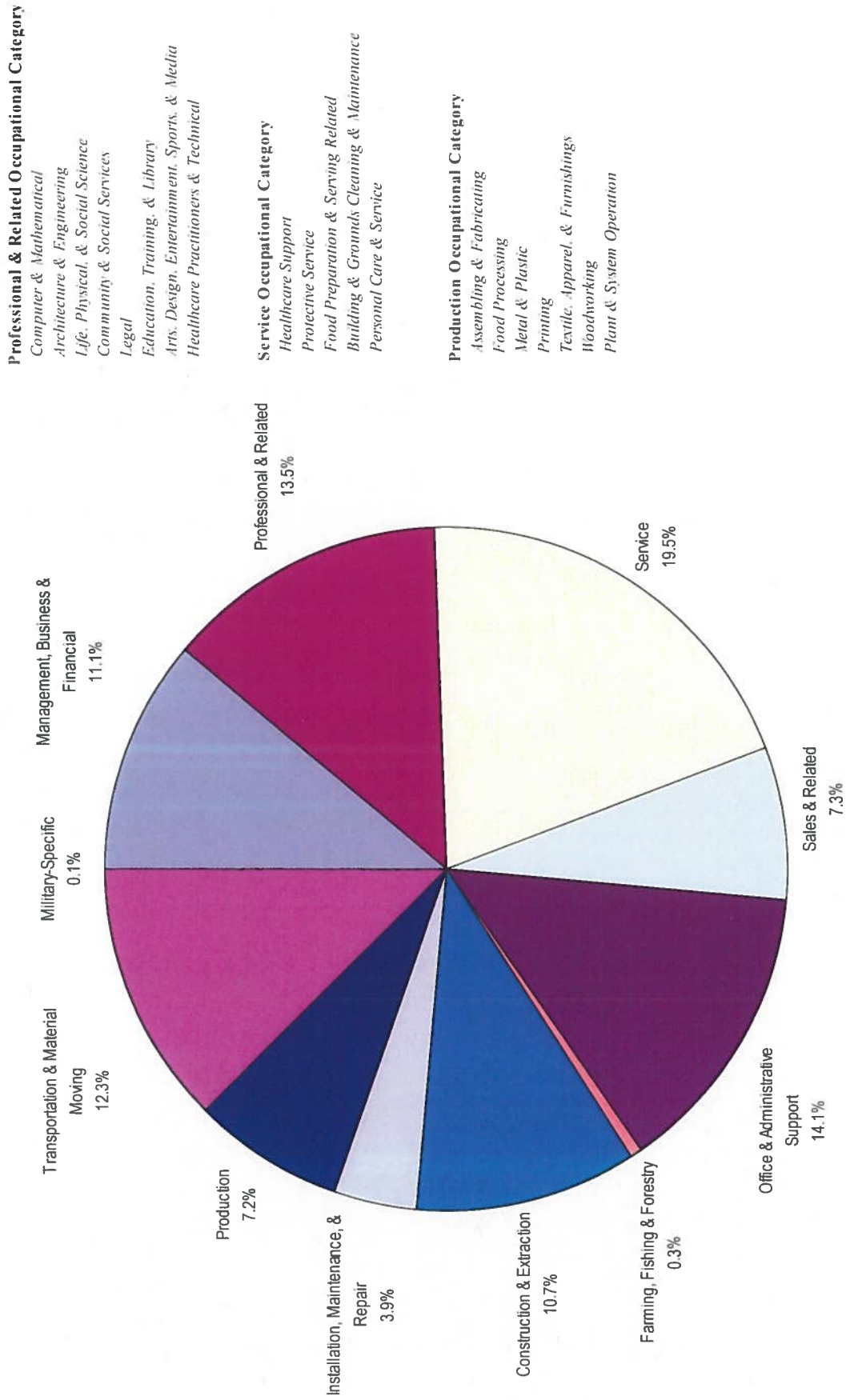
NOTE: State totals may not agree with the sum of the counties because they are estimated independently.

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 2019



Professional & Related Occupational Category

- Computer & Mathematical
- Architecture & Engineering
- Life, Physical, & Social Science
- Community & Social Services
- Legal
- Education, Training, & Library
- Arts, Design, Entertainment, Sports, & Media
- Healthcare Practitioners & Technical

Service Occupational Category

- Healthcare Support
- Protective Service
- Food Preparation & Serving Related
- Building & Grounds Cleaning & Maintenance
- Personal Care & Service

Production Occupational Category

- Assembling & Fabricating
- Food Processing
- Metal & Plastic
- Printing
- Textile, Apparel, & Furnishings
- Woodworking
- Plant & System Operation

Characteristics of Job Seekers

State of Connecticut

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Total - All Occupations	00	126,769	69,022	57,492	36,952	26,838	14,964	14,998	15,368	14,300	1,738	1,356
Management Occupations	11	8,004	4,191	3,797	3,122	2,531	448	603	490	568	131	95
Top Executives	11.10	601	400	201	308	144	41	26	41	27	10	4
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	1,435	832	600	690	479	52	55	69	54	21	12
Operations Specialties Managers	11.30	2,174	907	1,261	632	824	112	205	116	194	47	38
Other Management Occupations	11.90	3,791	2,051	1,733	1,492	1,082	242	317	264	293	53	41
Business & Financial Operations Occupations	13	3,373	1,640	1,727	1,093	1,107	273	333	188	201	86	86
Business Operations Specialists	13.10	1,616	825	787	510	517	172	156	117	82	26	32
Financial Specialists	13.20	1,754	814	938	582	588	101	177	71	119	60	54
Computer & Mathematical Occupations	15	2,428	1,773	650	1,188	422	244	102	209	63	132	63
Computer Specialists	15.10	2,339	1,737	597	1,162	388	239	95	206	57	130	57
Mathematical Scientists	15.20	89	36	53	26	34	5	7	3	6	2	6
Architecture & Engineering Occupations	17	2,500	2,100	396	1,360	204	282	59	348	112	110	21
Architects, Surveyors, & Cartographers	17.10	149	131	18	76	14	12	1	39	3	4	0
Engineers	17.20	965	863	101	602	59	108	16	91	17	62	9
Drafters, Engineering, & Mapping Technicians	17.30	1,384	1,104	277	681	131	162	42	217	92	44	12
Life, Physical, & Social Science Occupations	19	765	412	351	256	200	52	56	52	51	52	44
Life Scientists	19.10	141	82	59	57	38	2	4	12	3	11	14
Physical Scientists	19.20	128	83	45	48	21	7	5	6	6	22	13
Social Scientists & Related Workers	19.30	89	35	53	22	29	7	16	6	7	0	1
Life, Physical, & Social Science Technicians	19.40	406	211	194	129	112	35	31	28	35	19	16
Community & Social Services Occupations	21	1,835	516	1,314	173	483	237	545	99	271	7	15
Counselors, Social Workers, Other Cmnty./Soc. Svcs. Workers	21.10	1,781	490	1,286	164	472	226	537	93	263	7	14
Religious Workers	21.20	49	25	24	9	9	11	6	5	8	0	1
Legal Occupations	23	429	97	332	73	228	11	47	12	49	1	8
Lawyers, Judges, & Related Workers	23.10	130	58	72	47	46	5	13	6	11	0	2
Legal Support Workers	23.20	298	39	259	26	181	6	34	6	38	1	6
Education, Training, & Library Occupations	25	1,757	432	1,323	242	645	112	364	65	280	13	34
Postsecondary Teachers	25.10	225	87	138	36	68	26	32	21	31	4	7
Primary, Secondary & Special Education Teachers	25.20	326	68	258	40	147	18	65	7	42	3	4
Other Teachers & Instructors	25.30	477	128	349	95	199	23	89	8	46	2	15
Librarians, Curators, & Archivists	25.40	63	16	47	12	33	3	3	1	11	0	0
Other Education, Training, & Library Occupations	25.90	664	132	530	58	198	42	174	28	150	4	8

Characteristics of Job Seekers

State of Connecticut

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Arts, Design, Entertainment, Sports, & Media Occupations	27	1,617	891	721	601	522	124	88	139	91	27	20
Art & Design Workers	27.10	683	341	338	220	269	49	27	59	34	13	8
Entertainers & Performers, Sports & Related Workers	27.20	391	226	165	138	97	41	33	40	27	7	8
Media & Communication Workers	27.30	351	186	164	144	120	19	20	20	20	3	4
Media & Communication Equipment Workers	27.40	192	138	54	99	36	15	8	20	10	4	0
Healthcare Practitioners & Technical Occupations	29	2,521	450	2,067	237	1,121	120	529	78	373	15	44
Health Diagnosing & Treating Practitioners	29.10	929	152	774	83	472	30	145	32	135	7	22
Health Technologists & Technicians	29.20	1,395	247	1,147	126	592	74	323	40	211	7	21
Other Healthcare Practitioners & Technical Occupations	29.90	196	50	146	28	57	15	61	6	27	1	1
Healthcare Support Occupations	31	6,104	575	5,526	167	1,551	270	2,472	127	1,437	11	66
Nursing, Psychiatric, & Home Health Aides	31.10	4,030	323	3,706	75	830	173	1,914	70	925	5	37
Occupational & Physical Therapist Assistants & Aides	31.20	92	24	68	11	47	6	13	7	7	0	1
Other Healthcare Support Occupations	31.90	1,972	224	1,746	80	673	88	541	50	504	6	28
Protective Service Occupations	33	1,283	878	404	333	100	341	188	191	110	13	6
First-Line Supervisors/Mgrs. of Protective Service Workers	33.10	14	11	3	4	1	6	2	1	0	0	0
Fire Fighting & Prevention Workers	33.20	27	26	1	16	0	6	1	4	0	0	0
Law Enforcement Workers	33.30	144	104	39	55	15	20	12	28	11	1	1
Other Protective Service Workers	33.90	1,098	737	361	258	84	309	173	158	99	12	5
Food Preparation & Serving Related Occupations	35	5,971	3,087	2,881	1,133	1,532	1,090	667	799	623	75	59
Supervisors of Food Preparation & Serving Workers	35.10	727	519	208	291	118	118	49	95	34	15	7
Cooks & Food Preparation Workers	35.20	2,161	1,356	804	422	344	543	234	371	208	20	18
Food & Beverage Serving Workers	35.30	1,865	545	1,318	245	794	145	242	134	259	21	23
Other Food Preparation & Serving Related Workers	35.90	1,214	663	551	174	276	282	142	189	122	18	11
Building & Grounds Cleaning & Maintenance Occupations	37	4,387	3,529	854	1,735	294	494	180	1,267	366	33	14
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	111	79	32	24	10	15	4	39	16	1	2
Building Cleaning & Pest Control Workers	37.20	1,389	726	661	251	179	240	160	224	312	11	10
Grounds Maintenance Workers	37.30	2,884	2,722	160	1,458	105	239	16	1,004	37	21	2
Personal Care & Service Occupations	39	2,336	494	1,839	177	751	163	572	139	478	15	38
Supervisors of Personal Care & Service Workers	39.10	41	20	20	12	13	2	3	3	2	3	2
Animal Care & Service Workers	39.20	71	19	52	10	44	3	2	6	5	0	1
Entertainment Attendants & Related Workers	39.30	191	104	87	50	35	21	20	29	22	4	10
Funeral Service Workers	39.40	15	8	7	4	0	0	2	3	5	1	0
Personal Appearance Workers	39.50	293	64	228	13	131	12	40	37	48	2	9
Transportation, Tourism, & Lodging Attendants	39.60	51	28	23	9	8	11	9	7	6	1	0
Other Personal Care & Service Workers	39.90	1,650	241	1,408	72	513	112	494	53	385	4	16

Characteristics of Job Seekers

State of Connecticut

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Sales & Related Occupations	41	7,491	3,219	4,264	1,973	1,908	645	1,077	505	1,199	96	80
Supervisors of Sales Workers	41.10	433	203	230	126	125	43	38	24	63	10	4
Retail Sales Workers	41.20	4,326	1,292	3,028	571	1,152	367	862	299	954	55	60
Sales Representatives, Services	41.30	1,463	928	534	700	346	120	75	91	106	17	7
Sales Representatives, Wholesale & Manufacturing	41.40	561	403	157	305	107	47	24	43	21	8	5
Other Sales & Related Workers	41.90	703	390	313	271	177	67	78	47	54	5	4
Office & Administrative Support Occupations	43	14,455	4,217	10,218	1,693	5,452	1,390	2,479	1,035	2,112	99	175
Supervisors of Office & Administrative Support Workers	43.10	214	55	159	24	80	14	35	14	42	3	2
Communications Equipment Operators	43.20	46	16	30	9	13	2	11	4	6	1	0
Financial Clerks	43.30	1,289	233	1,052	122	678	58	189	40	153	13	32
Information & Record Clerks	43.40	5,330	1,189	4,135	554	1,839	368	1,255	236	986	31	55
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	3,126	2,295	828	757	345	857	230	649	239	32	14
Secretaries & Administrative Assistants	43.60	2,076	70	2,002	41	1,282	10	336	18	357	1	27
Other Office & Administrative Support Workers	43.90	2,360	354	2,003	184	1,211	79	420	73	327	18	45
Farming, Fishing, & Forestry Occupations	45	315	227	87	88	39	28	7	108	40	3	1
Supervisors of Farming, Fishing, & Forestry Workers	45.10	4	2	2	2	2	0	0	0	0	0	0
Agricultural Workers	45.20	271	187	83	61	36	26	7	97	39	3	1
Fishing & Hunting Workers	45.30	15	14	1	8	0	1	0	5	1	0	0
Forest, Conservation, & Logging Workers	45.40	25	24	1	17	1	1	0	6	0	0	0
Construction & Extraction Occupations	47	11,028	10,615	409	6,949	197	1,436	63	2,119	144	111	5
Supervisors of Construction & Extraction Workers	47.10	88	84	4	69	2	7	0	7	2	1	0
Construction Trades Workers	47.20	8,529	8,237	289	5,442	135	1,096	48	1,612	105	87	1
Helpers, Construction Trades	47.30	482	463	19	243	9	76	3	141	6	3	1
Other Construction & Related Workers	47.40	1,850	1,758	91	1,143	49	249	11	347	29	19	2
Extraction Workers	47.50	78	72	6	52	2	8	1	11	2	1	1
Installation, Maintenance, & Repair Occupations	49	4,014	3,802	204	2,147	79	677	39	929	82	49	4
Supervisors of Installation, Maintenance, & Repair Workers	49.10	43	42	1	37	1	1	0	4	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	357	334	21	194	8	76	6	58	5	6	2
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	1,041	1,006	31	603	18	119	5	274	7	10	1
Other Installation, Maintenance & Repair Occupations	49.90	2,572	2,419	151	1,313	52	481	28	592	70	33	1

Characteristics of Job Seekers

State of Connecticut

Occupation	SOC Code	Total Job Seekers		Total Male		Total Female		White		Black		Hispanic		Other	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Production Occupations	51	7,422	2,319	2,469	731	932	329	1,454	1,137	236	122				
Supervisors of Production Workers	51.10	191	46	89	19	16	11	36	14	4	2				
Assemblers & Fabricators	51.20	1,434	783	248	202	135	92	215	431	53	58				
Food Processing Workers	51.30	344	160	67	59	55	42	60	54	1	5				
Metal Workers & Plastic Workers	51.40	2,679	383	1,269	142	334	55	571	171	116	15				
Printing Workers	51.50	182	43	87	14	19	3	28	24	5	2				
Textile, Apparel, & Furnishings Workers	51.60	259	85	173	52	22	23	39	90	6	8				
Woodworkers	51.70	187	13	124	8	23	0	23	4	4	1				
Plant & System Operators	51.80	102	86	44	4	16	1	23	10	3	0				
Other Production Occupations	51.90	2,037	699	523	228	311	101	458	339	43	31				
Transportation & Material Moving Occupations	53	12,694	3,943	3,853	1,495	2,502	852	2,255	1,545	136	51				
Supervisors of Transportation & Material Moving Workers	53.10	73	8	29	3	22	2	14	3	0	0				
Air Transportation Workers	53.20	25	13	7	9	0	1	6	2	0	0				
Motor Vehicle Operators	53.30	6,765	2,484	1,957	1,067	1,189	540	1,062	851	70	26				
Rail Transportation Workers	53.40	21	6	10	1	2	1	3	4	0	0				
Water Transportation Workers	53.50	36	0	24	0	5	0	6	0	1	0				
Other Transportation Workers	53.60	998	310	359	144	182	95	131	69	15	2				
Material Moving Workers	53.70	4,761	1,117	1,460	271	1,102	213	1,032	610	49	23				
Military Specific Occupations	55	116	24	48	9	22	4	17	10	5	1				
Military Officer Special & Tactical Operations Leaders/Mgrs.	55.10	10	8	7	1	1	1	0	0	0	0				
First-Line Enlisted Military Supervisors/Managers	55.20	8	2	1	0	2	1	3	1	0	0				
Military Enlisted Tactical Operations & Air/Weapon	55.30	97	77	40	8	19	2	13	9	5	1				
Unknown/Unclassifiable Occupations	99	23,924	11,948	5,842	5,237	3,071	3,343	2,753	2,958	282	304				
Unknown/Unclassifiable Occupations	99.90	23,924	11,948	5,842	5,237	3,071	3,343	2,753	2,958	282	304				

Characteristics of Job Seekers

Fairfield County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Total - All Occupations	00	24,241	13,206	10,987	5,366	3,903	3,818	3,891	3,604	2,866	418	327
Management Occupations	11	2,040	1,110	929	800	597	113	164	158	135	39	33
Top Executives	11.10	121	87	34	70	22	7	4	9	8	1	0
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	519	282	236	235	191	15	20	27	18	5	7
Operations Specialties Managers	11.30	594	259	335	177	199	31	68	39	52	12	16
Other Management Occupations	11.90	806	482	324	318	185	60	72	83	57	21	10
Business & Financial Operations Occupations	13	911	495	414	322	239	78	91	59	57	36	27
Business Operations Specialists	13.10	373	210	161	124	95	47	34	33	23	6	9
Financial Specialists	13.20	538	285	253	198	144	31	57	26	34	30	18
Computer & Mathematical Occupations	15	624	459	163	283	82	85	32	53	20	38	29
Computer Specialists	15.10	605	452	151	281	77	84	32	50	17	37	25
Mathematical Scientists	15.20	19	7	12	2	5	1	0	3	3	1	4
Architecture & Engineering Occupations	17	383	328	55	166	16	55	11	80	23	27	5
Architects, Surveyors, & Cartographers	17.10	47	43	4	12	3	4	0	25	1	2	0
Engineers	17.20	171	150	21	87	8	27	5	23	6	13	2
Drafters, Engineering, & Mapping Technicians	17.30	165	135	30	67	5	24	6	32	16	12	3
Life, Physical, & Social Science Occupations	19	128	69	58	35	28	9	11	8	10	17	9
Life Scientists	19.10	30	20	10	11	7	1	1	3	0	5	2
Physical Scientists	19.20	26	16	10	7	5	1	1	1	2	7	2
Social Scientists & Related Workers	19.30	13	6	7	4	2	2	4	0	1	0	0
Life, Physical, & Social Science Technicians	19.40	59	27	31	13	14	5	5	4	7	5	5
Community & Social Services Occupations	21	269	70	199	20	53	36	89	11	53	3	4
Counselors, Social Workers, Other Cmnty./Soc. Svcs. Workers	21.10	259	66	193	19	50	33	88	11	51	3	4
Religious Workers	21.20	10	4	6	1	3	3	1	0	2	0	0
Legal Occupations	23	101	28	73	21	43	2	15	5	12	0	3
Lawyers, Judges, & Related Workers	23.10	36	16	20	13	13	1	4	2	3	0	0
Legal Support Workers	23.20	65	12	53	8	30	1	11	3	9	0	3
Education, Training, & Library Occupations	25	405	87	318	39	103	32	136	13	71	3	8
Postsecondary Teachers	25.10	44	17	27	3	11	10	9	2	7	2	0
Primary, Secondary & Special Education Teachers	25.20	90	12	78	5	28	4	34	2	15	1	1
Other Teachers & Instructors	25.30	113	30	83	20	31	7	31	3	16	0	5
Librarians, Curators, & Archivists	25.40	8	1	7	1	5	0	0	0	2	0	0
Other Education, Training, & Library Occupations	25.90	150	27	123	10	28	11	62	6	31	0	2

Characteristics of Job Seekers

Fairfield County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Arts, Design, Entertainment, Sports, & Media Occupations	27	433	245	187	158	133	47	23	31	25	9	6
Art & Design Workers	27.10	175	85	89	48	62	22	13	10	12	5	2
Entertainers & Performers, Sports & Related Workers	27.20	117	69	48	41	29	13	6	12	9	3	4
Media & Communication Workers	27.30	92	49	43	40	37	6	4	2	2	1	0
Media & Communication Equipment Workers	27.40	49	42	7	29	5	6	0	7	2	0	0
Healthcare Practitioners & Technical Occupations	29	449	85	363	33	136	31	135	16	80	5	12
Health Diagnosing & Treating Practitioners	29.10	174	36	137	13	61	11	43	10	26	2	7
Health Technologists & Technicians	29.20	250	45	205	19	71	17	80	6	50	3	4
Other Healthcare Practitioners & Technical Occupations	29.90	25	4	21	1	4	3	12	0	4	0	1
Healthcare Support Occupations	31	1,217	108	1,108	14	122	71	677	22	295	1	14
Nursing, Psychiatric, & Home Health Aides	31.10	859	63	795	3	61	48	525	11	203	1	6
Occupational & Physical Therapist Assistants & Aides	31.20	10	4	6	1	2	2	4	1	0	0	0
Other Healthcare Support Occupations	31.90	348	41	307	10	59	21	148	10	92	0	8
Protective Service Occupations	33	322	220	102	51	13	123	61	43	28	3	0
First-Line Supervisors/Mgrs. of Protective Service Workers	33.10	2	1	1	0	0	1	1	0	0	0	0
Fire Fighting & Prevention Workers	33.20	4	4	0	3	0	1	0	0	0	0	0
Law Enforcement Workers	33.30	22	16	6	7	1	3	4	6	1	0	0
Other Protective Service Workers	33.90	294	199	95	41	12	118	56	37	27	3	0
Food Preparation & Serving Related Occupations	35	1,151	626	523	141	197	268	165	197	150	20	11
Supervisors of Food Preparation & Serving Workers	35.10	123	85	38	34	13	24	13	22	10	5	2
Cooks & Food Preparation Workers	35.20	425	271	153	45	42	129	59	94	50	3	2
Food & Beverage Serving Workers	35.30	371	136	234	47	104	42	59	41	66	6	5
Other Food Preparation & Serving Related Workers	35.90	232	134	98	15	38	73	34	40	24	6	2
Building & Grounds Cleaning & Maintenance Occupations	37	1,070	921	149	240	30	156	42	516	75	9	2
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	27	20	7	1	1	5	3	14	3	0	0
Building Cleaning & Pest Control Workers	37.20	237	135	102	19	12	62	33	51	55	3	2
Grounds Maintenance Workers	37.30	806	766	40	220	17	89	6	451	17	6	0
Personal Care & Service Occupations	39	360	79	281	24	81	27	117	26	80	2	3
Supervisors of Personal Care & Service Workers	39.10	5	1	4	0	3	0	0	1	1	0	0
Animal Care & Service Workers	39.20	8	3	5	1	1	1	1	1	3	0	0
Entertainment Attendants & Related Workers	39.30	21	12	9	6	2	3	4	3	3	0	0
Funeral Service Workers	39.40	4	1	3	1	0	0	2	0	1	0	0
Personal Appearance Workers	39.50	57	13	44	3	21	4	10	6	11	0	2
Transportation, Tourism, & Lodging Attendants	39.60	15	10	5	1	1	6	4	2	0	1	0
Other Personal Care & Service Workers	39.90	248	39	209	12	52	13	95	13	61	1	1

Characteristics of Job Seekers

Fairfield County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Sales & Related Occupations	41	1,622	756	865	414	278	198	316	125	259	19	12
Supervisors of Sales Workers	41.10	94	52	42	23	15	18	12	6	14	5	1
Retail Sales Workers	41.20	848	267	581	76	130	113	249	69	195	9	7
Sales Representatives, Services	41.30	386	247	138	185	78	31	26	27	32	4	2
Sales Representatives, Wholesale & Manufacturing	41.40	123	91	32	69	23	14	5	8	3	0	1
Other Sales & Related Workers	41.90	171	99	72	61	32	22	24	15	15	1	1
Office & Administrative Support Occupations	43	2,766	761	2,004	224	840	331	659	188	467	18	38
Supervisors of Office & Administrative Support Workers	43.10	49	19	30	5	13	6	5	7	12	1	0
Communications Equipment Operators	43.20	8	3	5	0	2	0	2	2	1	1	0
Financial Clerks	43.30	265	57	207	26	85	19	71	11	41	1	10
Information & Record Clerks	43.40	1,111	261	850	87	259	114	342	57	239	3	10
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	435	320	115	62	30	164	45	88	36	6	4
Secretaries & Administrative Assistants	43.60	460	12	448	4	269	4	97	4	76	0	6
Other Office & Administrative Support Workers	43.90	438	89	349	40	182	24	97	19	62	6	8
Farming, Fishing, & Forestry Occupations	45	31	22	9	9	3	1	0	12	5	0	1
Supervisors of Farming, Fishing, & Forestry Workers	45.10	1	1	0	0	0	0	0	0	0	0	0
Agricultural Workers	45.20	21	13	8	5	3	1	0	7	4	0	1
Fishing & Hunting Workers	45.30	5	4	1	1	0	0	0	3	1	0	0
Forest, Conservation, & Logging Workers	45.40	4	4	0	2	0	0	0	2	0	0	0
Construction & Extraction Occupations	47	1,547	1,507	39	678	13	316	6	499	19	14	1
Supervisors of Construction & Extraction Workers	47.10	15	14	1	11	0	0	0	3	1	0	0
Construction Trades Workers	47.20	1,147	1,117	29	521	9	246	6	339	14	11	0
Helpers, Construction Trades	47.30	75	75	0	13	0	17	0	45	0	0	0
Other Construction & Related Workers	47.40	299	290	9	127	4	50	0	110	4	3	1
Extraction Workers	47.50	11	11	0	6	0	3	0	2	0	0	0
Installation, Maintenance, & Repair Occupations	49	753	718	33	272	3	197	6	236	23	13	1
Supervisors of Installation, Maintenance, & Repair Workers	49.10	8	8	0	5	0	0	0	3	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	65	60	4	22	0	25	2	12	1	1	1
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	183	179	4	84	1	34	1	58	2	3	0
Other Installation, Maintenance & Repair Occupations	49.90	497	471	25	161	2	138	3	163	20	9	0

Characteristics of Job Seekers

Fairfield County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Production Occupations	51	953	614	339	162	68	171	66	227	173	54	32
Supervisors of Production Workers	51.10	27	22	5	11	1	3	1	7	3	1	0
Assemblers & Fabricators	51.20	213	106	107	18	22	36	13	34	54	18	18
Food Processing Workers	51.30	69	36	33	8	4	14	16	14	13	0	0
Metal Workers & Plastic Workers	51.40	240	192	48	64	10	45	8	60	25	23	5
Printing Workers	51.50	36	24	12	7	1	6	1	9	8	2	2
Textile, Apparel, & Furnishings Workers	51.60	50	21	29	3	6	7	7	10	13	1	3
Woodworkers	51.70	32	28	4	13	1	8	0	7	3	0	0
Plant & System Operators	51.80	9	8	1	1	1	4	0	3	0	0	0
Other Production Occupations	51.90	277	177	100	37	22	48	20	83	54	9	4
Transportation & Material Moving Occupations	53	2,279	1,641	637	447	149	712	221	454	261	28	6
Supervisors of Transportation & Material Moving Workers	53.10	13	13	0	3	0	8	0	2	0	0	0
Air Transportation Workers	53.20	7	3	4	3	3	0	0	0	1	0	0
Motor Vehicle Operators	53.30	1,402	955	446	264	116	410	171	268	156	13	3
Rail Transportation Workers	53.40	3	2	1	1	0	0	0	1	1	0	0
Water Transportation Workers	53.50	6	6	0	3	0	2	0	1	0	0	0
Other Transportation Workers	53.60	152	108	44	32	13	50	20	25	11	1	0
Material Moving Workers	53.70	696	554	142	141	17	242	30	157	92	14	3
Military Specific Occupations	55	22	16	6	2	2	6	1	7	3	1	0
First-Line Enlisted Military Supervisors/Managers	55.20	5	4	1	0	0	1	1	3	0	0	0
Military Enlisted Tactical Operations & Air/Weapon	55.30	17	12	5	2	2	5	0	4	3	1	0
Unknown/Unclassifiable Occupations	99	4,405	2,241	2,133	811	674	753	847	618	542	59	70
Unknown/Unclassifiable Occupations	99.90	4,405	2,241	2,133	811	674	753	847	618	542	59	70

Characteristics of Job Seekers

Hartford County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Total - All Occupations	00	27,154	14,807	12,288	7,018	4,922	3,611	3,678	3,747	3,386	431	302
Management Occupations	11	1,643	882	757	631	441	115	145	107	147	29	24
Top Executives	11.10	117	74	43	53	24	12	9	7	8	2	2
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	243	156	86	125	63	11	11	15	10	5	2
Operations Specialties Managers	11.30	492	217	274	133	159	34	56	34	51	16	8
Other Management Occupations	11.90	788	434	352	320	193	57	69	51	78	6	12
Business & Financial Operations Occupations	13	868	383	485	237	278	76	121	52	57	18	29
Business Operations Specialists	13.10	444	194	250	103	152	51	66	33	21	7	11
Financial Specialists	13.20	421	188	233	133	124	25	55	19	36	11	18
Computer & Mathematical Occupations	15	593	418	175	283	120	52	23	44	14	39	18
Computer Specialists	15.10	564	405	159	272	110	51	21	44	12	38	16
Mathematical Scientists	15.20	29	13	16	11	10	1	2	0	2	1	2
Architecture & Engineering Occupations	17	532	445	87	260	43	88	19	67	21	30	4
Architects, Surveyors, & Cartographers	17.10	32	31	1	24	0	4	1	3	0	0	0
Engineers	17.20	225	203	22	125	11	34	5	21	3	23	3
Drafters, Engineering, & Mapping Technicians	17.30	273	209	64	110	32	50	13	42	18	7	1
Life, Physical, & Social Science Occupations	19	155	86	68	52	33	19	17	7	9	8	9
Life Scientists	19.10	18	13	5	11	4	0	0	2	0	0	1
Physical Scientists	19.20	25	15	10	8	5	3	2	0	1	4	2
Social Scientists & Related Workers	19.30	23	7	15	4	5	2	6	1	3	0	1
Life, Physical, & Social Science Technicians	19.40	88	50	38	29	19	13	9	4	5	4	5
Community & Social Services Occupations	21	425	118	307	31	86	55	152	31	67	1	2
Counselors, Social Workers, Other Cmnty./Soc. Svcs. Workers	21.10	408	108	300	29	84	51	149	27	65	1	2
Religious Workers	21.20	12	9	3	2	0	4	1	3	2	0	0
Legal Occupations	23	115	30	85	21	59	4	11	5	14	0	1
Lawyers, Judges, & Related Workers	23.10	34	16	18	12	13	1	3	3	2	0	0
Legal Support Workers	23.20	80	14	66	9	45	3	8	2	12	0	1
Education, Training, & Library Occupations	25	343	89	254	47	104	25	77	16	68	1	5
Postsecondary Teachers	25.10	45	19	26	10	7	5	7	4	10	0	2
Primary, Secondary & Special Education Teachers	25.20	61	17	44	8	21	7	12	2	11	0	0
Other Teachers & Instructors	25.30	93	22	71	17	43	4	19	1	7	0	2
Librarians, Curators, & Archivists	25.40	10	4	6	2	4	2	1	0	1	0	0
Other Education, Training, & Library Occupations	25.90	132	26	106	9	29	7	37	9	39	1	1

Characteristics of Job Seekers

Hartford County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Arts, Design, Entertainment, Sports, & Media Occupations	27	331	188	140	110	90	30	24	41	21	7	5
Art & Design Workers	27.10	123	64	57	36	43	9	2	17	10	2	2
Entertainers & Performers, Sports & Related Workers	27.20	85	53	32	26	15	15	11	11	5	1	1
Media & Communication Workers	27.30	90	50	39	34	25	4	7	10	5	2	2
Media & Communication Equipment Workers	27.40	33	21	12	14	7	2	4	3	1	2	0
Healthcare Practitioners & Technical Occupations	29	508	98	409	54	200	27	113	14	88	3	8
Health Diagnosing & Treating Practitioners	29.10	197	32	164	19	98	5	33	6	30	2	3
Health Technologists & Technicians	29.20	267	52	215	28	91	17	69	6	50	1	5
Other Healthcare Practitioners & Technical Occupations	29.90	43	13	30	7	11	4	11	2	8	0	0
Healthcare Support Occupations	31	1,053	104	949	25	240	47	441	30	254	2	14
Nursing, Psychiatric, & Home Health Aides	31.10	641	54	587	9	107	29	336	15	134	1	10
Occupational & Physical Therapist Assistants & Aides	31.20	20	4	16	2	13	1	3	1	0	0	0
Other Healthcare Support Occupations	31.90	382	42	340	13	119	14	98	14	119	1	4
Protective Service Occupations	33	273	165	108	46	18	69	53	48	35	2	2
First-Line Supervisors/Mgrs. of Protective Service Workers	33.10	4	3	1	1	0	1	1	1	0	0	0
Fire Fighting & Prevention Workers	33.20	12	11	1	6	0	2	1	3	0	0	0
Law Enforcement Workers	33.30	23	17	6	4	1	5	4	8	1	0	0
Other Protective Service Workers	33.90	234	134	100	35	17	61	47	36	34	2	2
Food Preparation & Serving Related Occupations	35	1,125	617	508	185	207	220	140	188	152	24	9
Supervisors of Food Preparation & Serving Workers	35.10	124	96	28	39	13	26	11	27	4	4	0
Cooks & Food Preparation Workers	35.20	451	282	169	84	52	107	57	83	57	8	3
Food & Beverage Serving Workers	35.30	291	87	204	29	102	27	47	25	52	6	3
Other Food Preparation & Serving Related Workers	35.90	255	148	107	32	40	58	25	53	39	5	3
Building & Grounds Cleaning & Maintenance Occupations	37	888	722	165	342	44	107	44	267	74	6	3
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	16	12	4	4	1	2	0	6	3	0	0
Building Cleaning & Pest Control Workers	37.20	279	144	134	41	26	46	41	54	64	3	3
Grounds Maintenance Workers	37.30	591	565	26	296	17	59	3	207	6	3	0
Personal Care & Service Occupations	39	426	90	335	27	101	35	145	26	85	2	4
Supervisors of Personal Care & Service Workers	39.10	5	2	3	1	1	1	2	0	0	0	0
Animal Care & Service Workers	39.20	13	2	11	1	10	0	0	1	1	0	0
Entertainment Attendants & Related Workers	39.30	19	13	6	8	1	1	4	4	1	0	0
Funeral Service Workers	39.40	3	3	0	0	0	0	0	2	0	1	0
Personal Appearance Workers	39.50	37	9	28	1	17	1	4	7	5	0	2
Transportation, Tourism, & Lodging Attendants	39.60	14	8	6	3	3	2	1	3	2	0	0
Other Personal Care & Service Workers	39.90	326	50	275	12	66	29	133	8	74	1	2

Characteristics of Job Seekers

Hartford County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Sales & Related Occupations	41	1,484	612	869	369	349	117	210	102	291	24	19
Supervisors of Sales Workers	41.10	75	33	42	20	22	6	4	4	16	3	0
Retail Sales Workers	41.20	853	252	598	113	190	68	160	61	234	10	14
Sales Representatives, Services	41.30	303	175	128	129	80	23	21	16	24	7	3
Sales Representatives, Wholesale & Manufacturing	41.40	118	82	36	55	22	13	10	11	4	3	0
Other Sales & Related Workers	41.90	130	67	63	52	34	6	15	9	12	0	2
Office & Administrative Support Occupations	43	3,690	1,127	2,554	416	1,118	396	795	289	587	26	54
Supervisors of Office & Administrative Support Workers	43.10	49	7	42	3	17	2	15	1	10	1	0
Communications Equipment Operators	43.20	14	8	6	5	3	1	2	2	1	0	0
Financial Clerks	43.30	295	59	236	29	140	14	53	12	33	4	10
Information & Record Clerks	43.40	1,293	292	998	142	371	88	358	55	253	7	16
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	869	636	231	185	76	251	71	191	80	9	4
Secretaries & Administrative Assistants	43.60	484	18	464	9	253	4	105	5	98	0	8
Other Office & Administrative Support Workers	43.90	676	104	570	43	256	34	188	22	110	5	16
Farming, Fishing, & Forestry Occupations	45	93	76	17	14	5	13	1	47	11	2	0
Supervisors of Farming, Fishing, & Forestry Workers	45.10	1	0	1	0	1	0	0	0	0	0	0
Agricultural Workers	45.20	85	69	16	10	4	13	1	44	11	2	0
Forest, Conservation, & Logging Workers	45.40	7	7	0	4	0	0	0	3	0	0	0
Construction & Extraction Occupations	47	2,267	2,177	90	1,221	29	385	18	551	42	20	1
Supervisors of Construction & Extraction Workers	47.10	13	13	0	9	0	2	0	2	0	0	0
Construction Trades Workers	47.20	1,772	1,710	62	959	18	310	15	427	29	14	0
Helpers, Construction Trades	47.30	87	84	3	34	2	16	0	33	1	1	0
Other Construction & Related Workers	47.40	379	356	23	213	8	55	3	83	12	5	0
Extraction Workers	47.50	15	13	2	6	1	2	0	5	0	0	1
Installation, Maintenance, & Repair Occupations	49	804	754	47	381	16	152	10	209	21	12	0
Supervisors of Installation, Maintenance, & Repair Workers	49.10	10	10	0	10	0	0	0	0	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	57	52	5	29	2	14	0	6	3	3	0
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	210	201	6	93	4	37	2	69	0	2	0
Other Installation, Maintenance & Repair Occupations	49.90	526	490	36	249	10	101	8	133	18	7	0

Characteristics of Job Seekers

Hartford County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Production Occupations	51	1,584	1,137	445	474	143	247	68	342	207	74	27
Supervisors of Production Workers	51.10	45	26	19	16	9	3	6	5	4	2	0
Assemblers & Fabricators	51.20	285	156	129	46	30	35	21	60	67	15	11
Food Processing Workers	51.30	63	29	34	10	6	8	6	11	20	0	2
Metal Workers & Plastic Workers	51.40	606	531	74	256	34	98	7	137	28	40	5
Printing Workers	51.50	51	38	13	23	5	7	1	7	7	1	0
Textile, Apparel, & Furnishings Workers	51.60	47	12	35	2	8	2	5	7	20	1	2
Woodworkers	51.70	38	35	3	24	2	5	0	5	0	1	1
Plant & System Operators	51.80	12	12	0	5	0	4	0	2	0	1	0
Other Production Occupations	51.90	430	295	134	92	46	84	21	107	61	12	6
Transportation & Material Moving Occupations	53	2,702	1,829	872	646	227	596	232	557	402	30	11
Supervisors of Transportation & Material Moving Workers	53.10	21	18	3	8	1	6	2	4	0	0	0
Air Transportation Workers	53.20	4	2	2	1	1	0	0	1	1	0	0
Motor Vehicle Operators	53.30	1,436	858	577	335	150	242	151	263	271	18	5
Rail Transportation Workers	53.40	2	0	2	0	1	0	0	0	1	0	0
Water Transportation Workers	53.50	2	2	0	0	0	1	0	1	0	0	0
Other Transportation Workers	53.60	185	116	69	59	20	28	26	27	22	2	1
Material Moving Workers	53.70	1,041	824	217	236	54	319	53	260	105	9	5
Military Specific Occupations	55	21	17	4	9	0	5	2	2	2	1	0
Military Officer Special & Tactical Operations Leaders/Mgrs.	55.10	3	2	1	2	0	0	1	0	0	0	0
First-Line Enlisted Military Supervisors/Managers	55.20	2	1	1	0	0	1	0	0	1	0	0
Military Enlisted Tactical Operations & Air/Weapon	55.30	15	13	2	7	0	4	1	1	1	1	0
Unknown/Unclassifiable Occupations	99	5,231	2,643	2,558	1,137	971	731	817	705	717	70	53
Unknown/Unclassifiable Occupations	99.90	5,231	2,643	2,558	1,137	971	731	817	705	717	70	53

Characteristics of Job Seekers

Litchfield County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Total - All Occupations	00	6,406	3,847	2,548	3,330	2,117	129	97	319	294	69	40
Management Occupations	11	412	234	178	213	161	4	5	13	9	4	3
Top Executives	11.10	49	36	13	31	12	0	0	4	1	1	0
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	70	44	26	42	24	0	1	1	1	1	0
Operations Specialties Managers	11.30	95	41	54	37	50	0	1	3	2	1	1
Other Management Occupations	11.90	198	113	85	103	75	4	3	5	5	1	2
Business & Financial Operations Occupations	13	134	68	66	59	60	3	2	6	3	0	1
Business Operations Specialists	13.10	60	37	23	32	22	1	0	4	1	0	0
Financial Specialists	13.20	74	31	43	27	38	2	2	2	2	0	1
Computer & Mathematical Occupations	15	118	92	26	73	21	7	2	7	1	5	2
Computer Specialists	15.10	114	89	25	71	20	6	2	7	1	5	2
Mathematical Scientists	15.20	4	3	1	2	1	1	0	0	0	0	0
Architecture & Engineering Occupations	17	183	160	23	140	16	3	2	10	5	7	0
Architects, Surveyors, & Cartographers	17.10	10	9	1	6	1	1	0	1	0	1	0
Engineers	17.20	61	55	6	53	6	1	0	0	0	1	0
Drafters, Engineering, & Mapping Technicians	17.30	112	96	16	81	9	1	2	9	5	5	0
Life, Physical, & Social Science Occupations	19	45	19	26	16	20	0	1	1	3	2	2
Life Scientists	19.10	5	2	3	1	3	0	0	0	0	1	0
Physical Scientists	19.20	7	4	3	3	2	0	0	0	0	1	1
Social Scientists & Related Workers	19.30	2	0	2	0	2	0	0	0	0	0	0
Life, Physical, & Social Science Technicians	19.40	31	13	18	12	13	0	1	1	3	0	1
Community & Social Services Occupations	21	65	18	47	16	38	0	1	1	8	1	0
Counselors, Social Workers, Other Cmnty./Soc. Svcs. Workers	21.10	64	17	47	15	38	0	1	1	8	1	0
Religious Workers	21.20	1	1	0	1	0	0	0	0	0	0	0
Legal Occupations	23	21	1	20	1	16	0	1	0	3	0	0
Lawyers, Judges, & Related Workers	23.10	5	1	4	1	3	0	0	0	1	0	0
Legal Support Workers	23.20	16	0	16	0	13	0	1	0	2	0	0
Education, Training, & Library Occupations	25	85	15	70	12	64	1	2	2	3	0	1
Postsecondary Teachers	25.10	17	2	15	0	13	0	0	2	2	0	0
Primary, Secondary & Special Education Teachers	25.20	18	1	17	1	16	0	0	0	0	0	1
Other Teachers & Instructors	25.30	26	6	20	6	18	0	1	0	1	0	0
Librarians, Curators, & Archivists	25.40	4	1	3	1	3	0	0	0	0	0	0
Other Education, Training, & Library Occupations	25.90	20	5	15	4	14	1	1	0	0	0	0

Characteristics of Job Seekers

Litchfield County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Arts, Design, Entertainment, Sports, & Media Occupations	27	81	41	40	35	36	0	2	6	2	0	0
Art & Design Workers	27.10	43	17	26	14	25	0	0	3	1	0	0
Entertainers & Performers, Sports & Related Workers	27.20	20	13	7	11	5	0	2	2	0	0	0
Media & Communication Workers	27.30	12	5	7	5	6	0	0	0	1	0	0
Media & Communication Equipment Workers	27.40	6	6	0	5	0	0	0	1	0	0	0
Healthcare Practitioners & Technical Occupations	29	130	19	111	16	101	1	3	2	6	0	1
Health Diagnosing & Treating Practitioners	29.10	48	5	43	4	40	1	1	0	2	0	0
Health Technologists & Technicians	29.20	71	10	61	8	55	0	2	2	3	0	1
Other Healthcare Practitioners & Technical Occupations	29.90	11	4	7	4	6	0	0	0	1	0	0
Healthcare Support Occupations	31	232	24	208	14	143	4	22	4	39	2	4
Nursing, Psychiatric, & Home Health Aides	31.10	143	13	130	7	88	1	17	4	23	1	2
Occupational & Physical Therapist Assistants & Aides	31.20	4	0	4	0	2	0	0	0	2	0	0
Other Healthcare Support Occupations	31.90	85	11	74	7	53	3	5	0	14	1	2
Protective Service Occupations	33	30	22	7	19	5	1	0	2	2	0	0
Fire Fighting & Prevention Workers	33.20	2	2	0	2	0	0	0	0	0	0	0
Law Enforcement Workers	33.30	6	4	1	4	0	0	0	0	1	0	0
Other Protective Service Workers	33.90	22	16	6	13	5	1	0	2	1	0	0
Food Preparation & Serving Related Occupations	35	200	90	110	73	99	5	4	9	7	3	0
Supervisors of Food Preparation & Serving Workers	35.10	36	23	13	21	11	0	0	0	2	2	0
Cooks & Food Preparation Workers	35.20	69	38	31	24	27	5	1	8	3	1	0
Food & Beverage Serving Workers	35.30	66	12	54	12	50	0	2	0	2	0	0
Other Food Preparation & Serving Related Workers	35.90	29	17	12	16	11	0	1	1	0	0	0
Building & Grounds Cleaning & Maintenance Occupations	37	302	258	44	233	36	5	3	18	5	2	0
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	4	4	0	4	0	0	0	0	0	0	0
Building Cleaning & Pest Control Workers	37.20	44	25	19	17	12	3	2	5	5	0	0
Grounds Maintenance Workers	37.30	253	228	25	211	24	2	1	13	0	2	0
Personal Care & Service Occupations	39	82	14	67	12	48	1	6	1	13	0	0
Animal Care & Service Workers	39.20	6	2	4	2	4	0	0	0	0	0	0
Personal Appearance Workers	39.50	18	2	15	2	11	0	1	0	3	0	0
Other Personal Care & Service Workers	39.90	55	7	48	5	33	1	5	1	10	0	0
Sales & Related Occupations	41	346	188	157	172	139	4	5	10	11	2	2
Supervisors of Sales Workers	41.10	20	14	6	14	5	0	0	0	1	0	0
Retail Sales Workers	41.20	161	63	98	51	81	3	5	8	10	1	2
Sales Representatives, Services	41.30	76	58	18	57	18	0	0	1	0	0	0
Sales Representatives, Wholesale & Manufacturing	41.40	45	32	12	29	12	1	0	1	0	1	0
Other Sales & Related Workers	41.90	44	21	23	21	23	0	0	0	0	0	0

Characteristics of Job Seekers

Litchfield County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Office & Administrative Support Occupations	43	594	139	454	114	409	4	9	14	33	7	3
Supervisors of Office & Administrative Support Workers	43.10	8	4	4	3	4	0	0	1	0	0	0
Communications Equipment Operators	43.20	3	1	2	1	1	0	0	0	1	0	0
Financial Clerks	43.30	77	11	66	10	62	0	0	1	4	0	0
Information & Record Clerks	43.40	191	36	154	29	136	1	5	3	13	3	0
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	101	75	26	59	23	3	1	9	2	4	0
Secretaries & Administrative Assistants	43.60	105	4	101	4	89	0	1	0	10	0	1
Other Office & Administrative Support Workers	43.90	109	8	101	8	94	0	2	0	3	0	2
Farming, Fishing, & Forestry Occupations	45	23	12	11	11	10	0	0	1	1	0	0
Supervisors of Farming, Fishing, & Forestry Workers	45.10	1	0	1	0	1	0	0	0	0	0	0
Agricultural Workers	45.20	21	11	10	10	9	0	0	1	1	0	0
Forest, Conservation, & Logging Workers	45.40	1	1	0	1	0	0	0	0	0	0	0
Construction & Extraction Occupations	47	865	843	21	782	20	21	0	35	1	5	0
Supervisors of Construction & Extraction Workers	47.10	6	6	0	6	0	0	0	0	0	0	0
Construction Trades Workers	47.20	669	648	20	605	19	11	0	27	1	5	0
Helpers, Construction Trades	47.30	17	17	0	16	0	1	0	0	0	0	0
Other Construction & Related Workers	47.40	163	162	1	146	1	9	0	7	0	0	0
Extraction Workers	47.50	10	10	0	9	0	0	0	1	0	0	0
Installation, Maintenance, & Repair Occupations	49	234	232	2	211	2	4	0	15	0	2	0
Supervisors of Installation, Maintenance, & Repair Workers	49.10	5	5	0	5	0	0	0	0	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	19	19	0	17	0	0	0	1	0	1	0
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	58	58	0	56	0	0	0	2	0	0	0
Other Installation, Maintenance & Repair Occupations	49.90	152	150	2	133	2	4	0	12	0	1	0
Production Occupations	51	471	327	144	255	84	10	2	51	50	11	8
Supervisors of Production Workers	51.10	12	12	0	10	0	1	0	1	0	0	0
Assemblers & Fabricators	51.20	82	34	48	25	25	2	0	4	20	3	3
Food Processing Workers	51.30	16	7	9	7	6	0	0	0	3	0	0
Metal Workers & Plastic Workers	51.40	189	168	21	137	18	5	0	23	2	3	1
Printing Workers	51.50	11	9	2	9	2	0	0	0	0	0	0
Textile, Apparel, & Furnishings Workers	51.60	24	3	21	1	8	0	0	2	13	0	0
Woodworkers	51.70	25	22	3	20	2	0	0	0	1	2	0
Plant & System Operators	51.80	8	8	0	7	0	0	0	1	0	0	0
Other Production Occupations	51.90	104	64	40	39	23	2	2	20	11	3	4
Transportation & Material Moving Occupations	53	669	450	219	368	180	22	3	55	32	5	4
Supervisors of Transportation & Material Moving Workers	53.10	5	4	1	3	0	0	0	1	1	0	0
Motor Vehicle Operators	53.30	398	250	148	209	132	11	2	28	12	2	2
Other Transportation Workers	53.60	52	31	21	26	20	3	0	1	1	1	0
Material Moving Workers	53.70	214	165	49	130	28	8	1	25	18	2	2

Characteristics of Job Seekers

Litchfield County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Military Specific Occupations	55	8	7	1	6	1	0	0	0	0	0	0
Military Officer Special & Tactical Operations Leaders/Mgrs.	55.10	3	2	1	2	1	0	0	0	0	0	0
Military Enlisted Tactical Operations & Air/Weapon	55.30	5	5	0	4	0	0	0	0	0	0	0
Unknown/Unclassifiable Occupations	99	1,076	574	496	479	408	29	22	56	57	10	9
Unknown/Unclassifiable Occupations	99.90	1,076	574	496	479	408	29	22	56	57	10	9

Characteristics of Job Seekers

Middlesex County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total - All Occupations	00	3,816	2,262	1,548	1,786	1,194	256	175	173	136	47	43
Management Occupations	11	369	201	167	181	148	9	9	9	6	2	4
Top Executives	11.10	40	28	12	23	11	2	1	2	0	1	0
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	60	31	29	29	28	1	0	1	1	0	0
Operations Specialties Managers	11.30	89	43	46	40	41	2	3	0	1	1	1
Other Management Occupations	11.90	180	99	80	89	68	4	5	6	4	0	3
Business & Financial Operations Occupations	13	131	64	67	48	53	6	5	6	5	4	4
Business Operations Specialists	13.10	67	27	40	20	31	3	2	4	4	0	3
Financial Specialists	13.20	64	37	27	28	22	3	3	2	1	4	1
Computer & Mathematical Occupations	15	111	75	35	49	28	11	5	7	0	8	2
Computer Specialists	15.10	107	74	32	48	26	11	4	7	0	8	2
Mathematical Scientists	15.20	4	1	3	1	2	0	1	0	0	0	0
Architecture & Engineering Occupations	17	100	83	16	70	9	4	0	6	5	3	2
Architects, Surveyors, & Cartographers	17.10	7	4	3	4	3	0	0	0	0	0	0
Engineers	17.20	48	40	7	34	4	1	0	3	1	2	2
Drafters, Engineering, & Mapping Technicians	17.30	45	39	6	32	2	3	0	3	4	1	0
Life, Physical, & Social Science Occupations	19	37	17	20	15	18	0	0	0	1	2	1
Life Scientists	19.10	9	5	4	5	4	0	0	0	0	0	0
Physical Scientists	19.20	8	4	4	2	2	0	0	0	1	2	1
Life, Physical, & Social Science Technicians	19.40	20	8	12	8	12	0	0	0	0	0	0
Community & Social Services Occupations	21	48	19	29	6	15	9	9	3	5	1	0
Counselors, Social Workers, Other Cmnty./Soc. Svcs. Workers	21.10	46	18	28	6	15	8	9	3	4	1	0
Religious Workers	21.20	2	1	1	0	0	1	0	0	1	0	0
Legal Occupations	23	23	3	20	3	15	0	0	0	2	0	3
Lawyers, Judges, & Related Workers	23.10	5	1	4	1	3	0	0	0	0	0	1
Legal Support Workers	23.20	18	2	16	2	12	0	0	0	2	0	2
Education, Training, & Library Occupations	25	53	14	39	9	32	2	4	3	0	0	3
Postsecondary Teachers	25.10	13	4	9	1	6	1	2	2	0	0	1
Primary, Secondary & Special Education Teachers	25.20	7	3	4	2	4	1	0	0	0	0	0
Other Teachers & Instructors	25.30	14	5	9	4	7	0	0	1	0	0	2
Librarians, Curators, & Archivists	25.40	4	1	3	1	3	0	0	0	0	0	0
Other Education, Training, & Library Occupations	25.90	15	1	14	1	12	0	2	0	0	0	0

Characteristics of Job Seekers

Middlesex County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Arts, Design, Entertainment, Sports, & Media Occupations	27	69	43	26	34	23	3	1	4	1	2	1
Art & Design Workers	27.10	27	15	12	12	12	0	0	3	0	0	0
Entertainers & Performers, Sports & Related Workers	27.20	20	14	6	12	4	0	1	0	0	2	1
Media & Communication Workers	27.30	15	9	6	7	5	2	0	0	1	0	0
Media & Communication Equipment Workers	27.40	7	5	2	3	2	1	0	1	0	0	0
Healthcare Practitioners & Technical Occupations	29	87	21	66	17	54	1	6	3	6	0	0
Health Diagnosing & Treating Practitioners	29.10	34	9	25	8	22	0	1	1	2	0	0
Health Technologists & Technicians	29.20	45	9	36	8	28	0	4	1	4	0	0
Other Healthcare Practitioners & Technical Occupations	29.90	8	3	5	1	4	1	1	1	0	0	0
Healthcare Support Occupations	31	98	8	90	6	49	1	26	0	14	1	1
Nursing, Psychiatric, & Home Health Aides	31.10	56	4	52	3	23	1	20	0	8	0	1
Occupational & Physical Therapist Assistants & Aides	31.20	6	1	5	1	5	0	0	0	0	0	0
Other Healthcare Support Occupations	31.90	36	3	33	2	21	0	6	0	6	1	0
Protective Service Occupations	33	20	13	7	8	3	4	2	1	2	0	0
Fire Fighting & Prevention Workers	33.20	1	1	0	0	0	1	0	0	0	0	0
Law Enforcement Workers	33.30	4	3	1	2	0	0	0	1	1	0	0
Other Protective Service Workers	33.90	15	9	6	6	3	3	2	0	1	0	0
Food Preparation & Serving Related Occupations	35	167	77	90	50	65	16	11	11	11	0	3
Supervisors of Food Preparation & Serving Workers	35.10	30	25	5	16	4	4	1	5	0	0	0
Cooks & Food Preparation Workers	35.20	51	31	20	18	14	8	1	5	4	0	1
Food & Beverage Serving Workers	35.30	51	13	38	12	29	0	5	1	3	0	1
Other Food Preparation & Serving Related Workers	35.90	35	8	27	4	18	4	4	0	4	0	1
Building & Grounds Cleaning & Maintenance Occupations	37	138	119	19	94	10	9	6	16	2	0	1
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	2	2	0	1	0	0	0	1	0	0	0
Building Cleaning & Pest Control Workers	37.20	35	22	13	12	4	7	6	3	2	0	1
Grounds Maintenance Workers	37.30	101	95	6	81	6	2	0	12	0	0	0
Personal Care & Service Occupations	39	37	8	29	6	23	1	5	1	0	0	1
Supervisors of Personal Care & Service Workers	39.10	1	1	0	1	0	0	0	0	0	0	0
Animal Care & Service Workers	39.20	5	2	3	2	2	0	0	0	0	0	1
Entertainment Attendants & Related Workers	39.30	3	1	2	1	2	0	0	0	0	0	0
Funeral Service Workers	39.40	1	1	0	1	0	0	0	0	0	0	0
Personal Appearance Workers	39.50	4	0	4	0	3	0	1	0	0	0	0
Other Personal Care & Service Workers	39.90	22	3	19	1	15	1	4	1	0	0	0

Characteristics of Job Seekers

Middlesex County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Sales & Related Occupations	41	194	92	102	77	81	10	10	2	9	3	2
Supervisors of Sales Workers	41.10	9	4	5	4	4	0	0	0	0	0	0
Retail Sales Workers	41.20	74	21	53	16	40	3	6	1	6	1	1
Sales Representatives, Services	41.30	57	38	19	32	17	5	1	1	1	0	0
Sales Representatives, Wholesale & Manufacturing	41.40	26	14	12	13	10	0	0	0	1	1	1
Other Sales & Related Workers	41.90	28	15	13	12	10	2	3	0	0	1	0
Office & Administrative Support Occupations	43	357	80	277	54	236	17	18	7	20	2	3
Supervisors of Office & Administrative Support Workers	43.10	1	0	1	0	1	0	0	0	0	0	0
Financial Clerks	43.30	39	2	37	2	35	0	1	0	0	0	1
Information & Record Clerks	43.40	124	27	97	19	79	6	8	2	8	0	2
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	53	37	16	23	13	11	3	3	0	0	0
Secretaries & Administrative Assistants	43.60	63	2	61	2	52	0	1	0	8	0	0
Other Office & Administrative Support Workers	43.90	77	12	65	8	56	0	5	2	4	2	0
Farming, Fishing, & Forestry Occupations	45	9	7	2	7	2	0	0	0	0	0	0
Agricultural Workers	45.20	6	4	2	4	2	0	0	0	0	0	0
Fishing & Hunting Workers	45.30	1	1	0	1	0	0	0	0	0	0	0
Forest, Conservation, & Logging Workers	45.40	2	2	0	2	0	0	0	0	0	0	0
Construction & Extraction Occupations	47	462	444	18	395	15	24	1	20	1	5	1
Supervisors of Construction & Extraction Workers	47.10	5	4	1	4	0	0	0	0	1	0	0
Construction Trades Workers	47.20	335	326	9	293	7	16	1	14	0	3	1
Helpers, Construction Trades	47.30	14	13	1	13	1	0	0	0	0	0	0
Other Construction & Related Workers	47.40	105	98	7	82	7	8	0	6	0	2	0
Extraction Workers	47.50	3	3	0	3	0	0	0	0	0	0	0
Installation, Maintenance, & Repair Occupations	49	138	128	9	104	8	13	1	11	0	0	0
Supervisors of Installation, Maintenance, & Repair Workers	49.10	3	2	1	2	1	0	0	0	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	15	15	0	13	0	1	0	1	0	0	0
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	39	36	2	31	2	1	0	4	0	0	0
Other Installation, Maintenance & Repair Occupations	49.90	81	75	6	58	5	11	1	6	0	0	0
Production Occupations	51	162	135	27	111	18	12	4	7	3	5	2
Supervisors of Production Workers	51.10	7	7	0	7	0	0	0	0	0	0	0
Assemblers & Fabricators	51.20	21	13	8	10	7	1	0	1	1	1	0
Food Processing Workers	51.30	9	4	5	2	5	2	0	0	0	0	0
Metal Workers & Plastic Workers	51.40	78	72	6	58	2	4	3	6	0	4	1
Printing Workers	51.50	6	6	0	6	0	0	0	0	0	0	0
Textile, Apparel, & Furnishings Workers	51.60	4	1	3	0	3	1	0	0	0	0	0
Woodworkers	51.70	5	5	0	5	0	0	0	0	0	0	0
Plant & System Operators	51.80	1	1	0	1	0	0	0	0	0	0	0
Other Production Occupations	51.90	31	26	5	22	1	4	1	0	2	0	1

Characteristics of Job Seekers

Middlesex County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Transportation & Material Moving Occupations	53	280	202	78	142	54	40	12	18	10	2	2
Supervisors of Transportation & Material Moving Workers	53.10	3	3	0	2	0	1	0	0	0	0	0
Motor Vehicle Operators	53.30	155	94	61	65	42	20	10	9	9	0	0
Rail Transportation Workers	53.40	1	1	0	1	0	0	0	0	0	0	0
Water Transportation Workers	53.50	7	7	0	6	0	0	0	0	0	1	0
Other Transportation Workers	53.60	28	24	4	17	4	6	0	1	0	0	0
Material Moving Workers	53.70	86	73	13	51	8	13	2	8	1	1	2
Military Specific Occupations	55	7	6	1	5	1	0	0	0	0	1	0
Military Officer Special & Tactical Operations Leaders/Mgrs.	55.10	1	1	0	1	0	0	0	0	0	0	0
Military Enlisted Tactical Operations & Air/Weapon	55.30	6	5	1	4	1	0	0	0	0	1	0
Unknown/Unclassifiable Occupations	99	719	403	314	295	234	64	40	38	33	6	7
Unknown/Unclassifiable Occupations	99.90	719	403	314	295	234	64	40	38	33	6	7

Characteristics of Job Seekers

New Haven County

Occupation	SOC Code	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	40,725	21,735	18,924	9,955	7,093	5,893	6,135	5,431	5,333	456	363
Management Occupations	11	2,204	1,110	1,090	762	633	173	236	139	203	36	18
Top Executives	11.10	176	111	65	77	45	16	10	14	9	4	1
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	350	217	133	172	96	24	18	17	18	4	1
Operations Specialties Managers	11.30	593	233	357	155	213	36	67	28	70	14	7
Other Management Occupations	11.90	1,085	549	535	358	279	97	141	80	106	14	9
Business & Financial Operations Occupations	13	880	418	461	262	290	88	94	49	61	19	16
Business Operations Specialists	13.10	426	223	203	131	128	54	45	30	25	8	5
Financial Specialists	13.20	454	195	258	131	162	34	49	19	36	11	11
Computer & Mathematical Occupations	15	659	489	169	308	103	74	34	73	21	34	11
Computer Specialists	15.10	639	484	154	305	93	72	30	73	20	34	11
Mathematical Scientists	15.20	20	5	15	3	10	2	4	0	1	0	0
Architecture & Engineering Occupations	17	687	589	98	324	35	100	22	137	36	28	5
Architects, Surveyors, & Cartographers	17.10	24	22	2	15	1	1	0	6	1	0	0
Engineers	17.20	268	243	25	157	13	36	5	34	5	16	2
Drafters, Engineering, & Mapping Technicians	17.30	395	324	71	152	21	63	17	97	30	12	3
Life, Physical, & Social Science Occupations	19	248	130	118	70	51	18	25	23	24	19	18
Life Scientists	19.10	46	21	25	13	10	0	3	3	3	5	9
Physical Scientists	19.20	39	30	9	17	1	3	2	5	1	5	5
Social Scientists & Related Workers	19.30	30	13	17	7	10	3	5	3	2	0	0
Life, Physical, & Social Science Technicians	19.40	133	66	67	33	30	12	15	12	18	9	4
Community & Social Services Occupations	21	676	196	477	52	131	107	247	37	92	0	7
Counselors, Social Workers, Other Cmmy./Soc. Svcs. Workers	21.10	661	192	466	51	128	105	243	36	89	0	6
Religious Workers	21.20	15	4	11	1	3	2	4	1	3	0	1
Legal Occupations	23	112	24	88	18	58	5	15	1	15	0	0
Lawyers, Judges, & Related Workers	23.10	39	19	20	16	11	3	5	0	4	0	0
Legal Support Workers	23.20	73	5	68	2	47	2	10	1	11	0	0
Education, Training, & Library Occupations	25	507	130	376	61	161	45	130	18	77	6	8
Postsecondary Teachers	25.10	63	31	32	11	12	9	11	10	7	1	2
Primary, Secondary & Special Education Teachers	25.20	86	15	71	7	39	5	19	2	12	1	1
Other Teachers & Instructors	25.30	154	41	113	28	59	9	34	2	17	2	3
Librarians, Curators, & Archivists	25.40	16	4	12	3	6	1	2	0	4	0	0
Other Education, Training, & Library Occupations	25.90	188	39	148	12	45	21	64	4	37	2	2

Characteristics of Job Seekers

New Haven County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Arts, Design, Entertainment, Sports, & Media Occupations	27	398	216	182	140	123	36	26	36	27	4	6
Art & Design Workers	27.10	167	83	84	48	63	17	9	16	10	2	2
Entertainers & Performers, Sports & Related Workers	27.20	89	48	41	29	25	9	10	9	4	1	2
Media & Communication Workers	27.30	86	46	40	36	25	6	6	4	7	0	2
Media & Communication Equipment Workers	27.40	56	39	17	27	10	4	1	7	6	1	0
Healthcare Practitioners & Technical Occupations	29	893	140	752	50	351	53	246	31	141	6	14
Health Diagnosing & Treating Practitioners	29.10	290	39	251	15	132	11	60	10	51	3	8
Health Technologists & Technicians	29.20	523	87	435	29	200	36	149	20	80	2	6
Other Healthcare Practitioners & Technical Occupations	29.90	80	14	66	6	19	6	37	1	10	1	0
Healthcare Support Occupations	31	2,516	245	2,270	52	464	131	1,159	59	627	3	20
Nursing, Psychiatric, & Home Health Aides	31.10	1,742	145	1,597	28	262	85	902	31	422	1	11
Occupational & Physical Therapist Assistants & Aides	31.20	24	9	15	2	8	3	4	4	3	0	0
Other Healthcare Support Occupations	31.90	750	91	658	22	194	43	253	24	202	2	9
Protective Service Occupations	33	434	308	126	107	32	125	61	69	30	7	3
First-Line Supervisors/Mgrs. of Protective Service Workers	33.10	6	6	0	2	0	4	0	0	0	0	0
Fire Fighting & Prevention Workers	33.20	5	5	0	2	0	2	0	1	0	0	0
Law Enforcement Workers	33.30	46	32	14	17	7	9	2	5	4	1	1
Other Protective Service Workers	33.90	377	265	112	86	25	110	59	63	26	6	2
Food Preparation & Serving Related Occupations	35	1,813	982	831	308	364	448	287	219	166	7	14
Supervisors of Food Preparation & Serving Workers	35.10	212	153	59	76	25	53	18	23	13	1	3
Cooks & Food Preparation Workers	35.20	685	439	246	116	94	223	104	97	47	3	1
Food & Beverage Serving Workers	35.30	533	159	374	63	186	56	101	38	80	2	7
Other Food Preparation & Serving Related Workers	35.90	383	231	152	53	59	116	64	61	26	1	3
Building & Grounds Cleaning & Maintenance Occupations	37	1,136	905	229	402	56	167	65	328	103	8	5
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	29	22	7	4	4	6	0	11	2	1	1
Building Cleaning & Pest Control Workers	37.20	423	233	189	72	36	94	60	64	91	3	2
Grounds Maintenance Workers	37.30	684	650	33	326	16	67	5	253	10	4	2
Personal Care & Service Occupations	39	817	155	662	39	209	71	251	44	194	1	8
Supervisors of Personal Care & Service Workers	39.10	4	2	2	1	1	1	1	0	0	0	0
Animal Care & Service Workers	39.20	18	5	13	3	11	0	1	2	1	0	0
Entertainment Attendants & Related Workers	39.30	34	22	12	10	4	8	4	4	4	0	0
Funeral Service Workers	39.40	6	3	3	2	0	0	0	1	3	0	0
Personal Appearance Workers	39.50	104	21	83	3	43	5	19	13	20	0	1
Transportation, Tourism, & Lodging Attendants	39.60	13	7	6	3	1	3	3	1	2	0	0
Other Personal Care & Service Workers	39.90	631	92	539	15	147	53	223	23	162	1	7

Characteristics of Job Seekers

New Haven County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Sales & Related Occupations	41	2,394	1,013	1,380	531	488	261	197	424	24	17	
Supervisors of Sales Workers	41.10	144	61	83	35	41	17	9	23	0	1	
Retail Sales Workers	41.20	1,459	432	1,026	148	297	150	117	343	17	13	
Sales Representatives, Services	41.30	426	285	141	198	86	45	37	32	5	1	
Sales Representatives, Wholesale & Manufacturing	41.40	152	109	43	77	24	16	16	9	0	1	
Other Sales & Related Workers	41.90	213	126	87	73	40	33	18	17	2	1	
Office & Administrative Support Occupations	43	4,573	1,482	3,086	516	1,478	543	389	694	34	43	
Supervisors of Office & Administrative Support Workers	43.10	73	19	54	9	28	5	4	11	1	1	
Communications Equipment Operators	43.20	14	3	11	2	4	1	0	2	0	0	
Financial Clerks	43.30	373	73	298	33	189	20	13	44	7	9	
Information & Record Clerks	43.40	1,716	386	1,329	161	508	123	92	342	10	14	
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	1,158	883	275	244	95	377	251	75	11	5	
Secretaries & Administrative Assistants	43.60	594	24	569	15	336	2	6	113	1	4	
Other Office & Administrative Support Workers	43.90	645	94	550	52	318	15	23	107	4	10	
Farming, Fishing, & Forestry Occupations	45	63	44	18	19	7	8	17	6	0	0	
Supervisors of Farming, Fishing, & Forestry Workers	45.10	1	1	0	0	0	0	0	0	0	0	
Agricultural Workers	45.20	60	41	18	18	7	8	15	6	0	0	
Fishing & Hunting Workers	45.30	1	1	0	0	0	0	1	0	0	0	
Forest, Conservation, & Logging Workers	45.40	1	1	0	0	0	0	1	0	0	0	
Construction & Extraction Occupations	47	3,563	3,411	151	1,981	45	574	828	69	28	1	
Supervisors of Construction & Extraction Workers	47.10	22	22	0	18	0	3	0	0	1	0	
Construction Trades Workers	47.20	2,796	2,692	104	1,591	29	425	24	654	22	0	
Helpers, Construction Trades	47.30	151	142	9	63	2	32	3	45	2	0	
Other Construction & Related Workers	47.40	570	535	34	295	13	111	8	126	3	1	
Extraction Workers	47.50	24	20	4	14	1	3	1	2	0	0	
Installation, Maintenance, & Repair Occupations	49	1,265	1,191	73	583	28	260	17	336	12	2	
Supervisors of Installation, Maintenance, & Repair Workers	49.10	8	8	0	6	0	1	0	0	0	0	
Electrical & Electronic Equipment Mechanics, Installers	49.20	133	123	9	70	4	23	3	30	1	1	
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	324	312	12	175	6	42	2	92	4	0	
Other Installation, Maintenance & Repair Occupations	49.90	800	748	52	332	18	194	12	213	9	1	

Characteristics of Job Seekers

New Haven County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Production Occupations	51	2,767	1,782	980	686	219	420	165	623	559	53	37
Supervisors of Production Workers	51.10	60	45	15	23	5	8	4	14	5	0	1
Assemblers & Fabricators	51.20	603	224	379	78	63	54	54	82	243	10	19
Food Processing Workers	51.30	128	80	48	22	19	31	16	26	13	1	0
Metal Workers & Plastic Workers	51.40	968	797	170	338	44	153	33	278	91	28	2
Printing Workers	51.50	59	46	13	29	4	6	0	10	9	1	0
Textile, Apparel, & Furnishings Workers	51.60	86	28	57	5	14	7	10	16	30	0	3
Woodworkers	51.70	42	42	0	25	0	9	0	7	0	1	0
Plant & System Operators	51.80	36	28	7	10	2	5	1	12	4	1	0
Other Production Occupations	51.90	785	492	291	156	68	147	47	178	164	11	12
Transportation & Material Moving Occupations	53	4,575	3,063	1,510	1,144	447	985	342	885	699	49	22
Supervisors of Transportation & Material Moving Workers	53.10	23	19	4	6	2	7	0	6	2	0	0
Air Transportation Workers	53.20	11	5	6	2	5	0	1	3	0	0	0
Motor Vehicle Operators	53.30	2,260	1,441	819	604	303	438	178	372	327	27	11
Rail Transportation Workers	53.40	13	10	3	7	0	2	1	1	2	0	0
Water Transportation Workers	53.50	6	6	0	3	0	0	0	3	0	0	0
Other Transportation Workers	53.60	374	259	114	109	44	83	44	62	25	5	1
Material Moving Workers	53.70	1,886	1,323	562	413	93	455	118	438	341	17	10
Military Specific Occupations	55	28	23	5	10	1	6	1	6	3	1	0
Military Officer Special & Tactical Operations Leaders/Mgrs.	55.10	2	2	0	1	0	1	0	0	0	0	0
Military Enlisted Tactical Operations & Air/Weapon	55.30	26	21	5	9	1	5	1	6	3	1	0
Unknown/Unclassifiable Occupations	99	7,517	3,689	3,792	1,530	1,319	1,195	1,349	887	1,036	77	88
Unknown/Unclassifiable Occupations	99.90	7,517	3,689	3,792	1,530	1,319	1,195	1,349	887	1,036	77	88

Characteristics of Job Seekers

New London County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total - All Occupations	00	13,625	7,300	6,276	4,988	4,077	1,011	805	1,089	1,197	212	197
Management Occupations	11	765	372	389	300	304	23	36	37	40	12	9
Top Executives	11.10	51	30	21	24	19	2	1	3	0	1	1
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	106	54	52	47	43	1	4	5	4	1	1
Operations Specialties Managers	11.30	174	65	108	48	86	5	9	9	10	3	3
Other Management Occupations	11.90	434	223	208	181	156	15	22	20	26	7	4
Business & Financial Operations Occupations	13	241	103	136	75	103	15	16	7	10	6	7
Business Operations Specialists	13.10	135	69	65	48	48	11	7	6	6	4	4
Financial Specialists	13.20	106	34	71	27	55	4	9	1	4	2	3
Computer & Mathematical Occupations	15	185	140	44	113	34	8	5	13	4	6	1
Computer Specialists	15.10	175	134	40	107	30	8	5	13	4	6	1
Mathematical Scientists	15.20	10	6	4	6	4	0	0	0	0	0	0
Architecture & Engineering Occupations	17	361	295	65	231	44	28	4	28	15	8	2
Architects, Surveyors, & Cartographers	17.10	10	8	2	4	2	2	0	2	0	0	0
Engineers	17.20	107	95	12	78	10	7	1	7	1	3	0
Drafters, Engineering, & Mapping Technicians	17.30	244	192	51	149	32	19	3	19	14	5	2
Life, Physical, & Social Science Occupations	19	93	58	35	40	28	5	1	9	3	4	3
Life Scientists	19.10	28	19	9	14	7	1	0	4	0	0	2
Physical Scientists	19.20	15	9	6	6	4	0	0	0	1	3	1
Social Scientists & Related Workers	19.30	11	4	7	4	5	0	1	0	1	0	0
Life, Physical, & Social Science Technicians	19.40	39	26	13	16	12	4	0	5	1	1	0
Community & Social Services Occupations	21	215	64	150	36	89	20	36	7	24	1	1
Counselors, Social Workers, Other Cmmy/Soc. Svcs. Workers	21.10	211	60	150	33	89	19	36	7	24	1	1
Religious Workers	21.20	4	4	0	3	0	1	0	0	0	0	0
Legal Occupations	23	31	8	23	6	18	0	2	1	2	1	1
Lawyers, Judges, & Related Workers	23.10	7	3	4	2	2	0	0	1	1	0	1
Legal Support Workers	23.20	24	5	19	4	16	0	2	0	1	1	0
Education, Training, & Library Occupations	25	215	54	160	43	108	5	14	5	33	1	5
Postsecondary Teachers	25.10	24	7	17	6	10	1	3	0	4	0	0
Primary, Secondary & Special Education Teachers	25.20	46	15	31	13	27	1	0	1	3	0	1
Other Teachers & Instructors	25.30	48	12	36	11	25	1	4	0	4	0	3
Librarians, Curators, & Archivists	25.40	11	3	8	2	5	0	0	1	3	0	0
Other Education, Training, & Library Occupations	25.90	86	17	68	11	41	2	7	3	19	1	1

Characteristics of Job Seekers

New London County

Occupation	SOC Code	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	27	176	94	81	73	66	6	8	13	6	2	1
Art & Design Workers	27.10	88	50	37	40	34	1	1	7	1	2	1
Entertainers & Performers, Sports & Related Workers	27.20	29	15	14	11	10	2	2	2	2	0	0
Media & Communication Workers	27.30	33	16	17	12	13	1	2	3	2	0	0
Media & Communication Equipment Workers	27.40	26	13	13	10	9	2	3	1	1	0	0
Healthcare Practitioners & Technical Occupations	29	276	56	220	44	167	6	21	6	27	0	5
Health Diagnosing & Treating Practitioners	29.10	107	17	90	13	70	2	7	2	11	0	2
Health Technologists & Technicians	29.20	153	31	122	24	91	3	14	4	14	0	3
Other Healthcare Practitioners & Technical Occupations	29.90	16	8	8	7	6	1	0	0	2	0	0
Healthcare Support Occupations	31	595	50	544	28	289	14	121	6	123	2	11
Nursing, Psychiatric, & Home Health Aides	31.10	363	26	337	14	152	8	95	3	85	1	5
Occupational & Physical Therapist Assistants & Aides	31.20	14	1	13	0	10	0	1	1	1	0	1
Other Healthcare Support Occupations	31.90	218	23	194	14	127	6	25	2	37	1	5
Protective Service Occupations	33	126	94	32	59	15	16	10	18	6	1	1
Fire Fighting & Prevention Workers	33.20	1	1	0	1	0	0	0	0	0	0	0
Law Enforcement Workers	33.30	25	18	7	11	4	1	1	6	2	0	0
Other Protective Service Workers	33.90	100	75	25	47	11	15	9	12	4	1	1
Food Preparation & Serving Related Occupations	35	917	433	483	223	344	107	45	93	81	10	13
Supervisors of Food Preparation & Serving Workers	35.10	115	85	30	61	25	10	4	13	1	1	0
Cooks & Food Preparation Workers	35.20	251	163	88	63	54	53	10	46	19	1	5
Food & Beverage Serving Workers	35.30	389	100	288	61	215	17	23	18	44	4	6
Other Food Preparation & Serving Related Workers	35.90	162	85	77	38	50	27	8	16	17	4	2
Building & Grounds Cleaning & Maintenance Occupations	37	498	353	144	245	55	43	18	59	68	6	3
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	24	16	8	8	2	2	1	6	4	0	1
Building Cleaning & Pest Control Workers	37.20	220	101	119	51	37	25	17	24	63	1	2
Grounds Maintenance Workers	37.30	254	236	17	186	16	16	0	29	1	5	0
Personal Care & Service Occupations	39	372	98	273	39	151	24	40	25	64	10	18
Supervisors of Personal Care & Service Workers	39.10	18	9	8	5	6	0	0	1	0	3	2
Animal Care & Service Workers	39.20	12	3	9	0	9	1	0	2	0	0	0
Entertainment Attendants & Related Workers	39.30	94	45	49	17	19	9	8	15	13	4	9
Funeral Service Workers	39.40	1	0	1	0	0	0	0	0	1	0	0
Personal Appearance Workers	39.50	43	11	32	4	21	2	5	3	3	2	3
Transportation, Tourism, & Lodging Attendants	39.60	7	2	5	2	3	0	1	0	1	0	0
Other Personal Care & Service Workers	39.90	195	27	168	10	93	12	26	4	45	1	4

Characteristics of Job Seekers

New London County

Occupation	SOC Code	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	798	323	474	219	292	44	63	41	101	19	18
Supervisors of Sales Workers	41.10	50	21	29	18	19	2	3	1	6	0	1
Retail Sales Workers	41.20	512	156	355	87	214	25	51	29	76	15	14
Sales Representatives, Services	41.30	122	70	52	54	35	10	4	5	12	1	1
Sales Representatives, Wholesale & Manufacturing	41.40	48	38	10	29	6	3	0	4	2	2	2
Other Sales & Related Workers	41.90	66	38	28	31	18	4	5	2	5	1	0
Office & Administrative Support Occupations	43	1,343	336	1,005	185	739	79	94	64	144	8	28
Supervisors of Office & Administrative Support Workers	43.10	12	4	8	2	6	1	0	1	1	0	1
Communications Equipment Operators	43.20	4	0	4	0	1	0	2	0	1	0	0
Financial Clerks	43.30	116	17	98	13	79	3	5	1	13	0	1
Information & Record Clerks	43.40	533	116	417	64	281	31	57	15	69	6	10
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	228	169	59	84	40	40	6	43	12	2	1
Secretaries & Administrative Assistants	43.60	223	6	216	4	169	0	13	2	28	0	6
Other Office & Administrative Support Workers	43.90	227	24	203	18	163	4	11	2	20	0	9
Farming, Fishing, & Forestry Occupations	45	33	25	8	16	5	5	1	4	2	0	0
Agricultural Workers	45.20	21	13	8	6	5	3	1	4	2	0	0
Fishing & Hunting Workers	45.30	6	6	0	5	0	1	0	0	0	0	0
Forest, Conservation, & Logging Workers	45.40	6	6	0	5	0	1	0	0	0	0	0
Construction & Extraction Occupations	47	1,246	1,198	47	968	37	96	1	105	8	29	1
Supervisors of Construction & Extraction Workers	47.10	17	17	0	13	0	2	0	2	0	0	0
Construction Trades Workers	47.20	998	960	37	780	28	70	1	85	8	25	0
Helpers, Construction Trades	47.30	79	75	4	57	3	9	0	9	0	0	1
Other Construction & Related Workers	47.40	149	143	6	115	6	15	0	9	0	4	0
Extraction Workers	47.50	3	3	0	3	0	0	0	0	0	0	0
Installation, Maintenance, & Repair Occupations	49	446	424	21	313	14	39	3	66	3	6	1
Supervisors of Installation, Maintenance, & Repair Workers	49.10	5	5	0	5	0	0	0	0	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	39	39	0	24	0	10	0	5	0	0	0
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	114	110	4	79	3	4	0	26	0	1	1
Other Installation, Maintenance & Repair Occupations	49.90	288	270	17	205	11	25	3	35	3	5	0

Characteristics of Job Seekers

New London County

Occupation	SOC Code	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	51	735	568	164	363	75	59	15	122	69	24	5
Supervisors of Production Workers	51.10	19	18	1	11	1	1	0	6	0	0	0
Assemblers & Fabricators	51.20	126	65	61	28	24	6	3	26	30	5	4
Food Processing Workers	51.30	21	10	11	8	6	0	2	2	3	0	0
Metal Workers & Plastic Workers	51.40	336	303	30	222	15	26	1	43	13	12	1
Printing Workers	51.50	10	8	2	6	2	0	0	2	0	0	0
Textile, Apparel, & Furnishings Workers	51.60	27	13	14	3	8	4	1	2	5	4	0
Woodworkers	51.70	20	18	2	16	2	0	0	2	0	0	0
Plant & System Operators	51.80	17	16	1	11	1	2	0	2	0	1	0
Other Production Occupations	51.90	159	117	42	58	16	20	8	37	18	2	0
Transportation & Material Moving Occupations	53	1,135	795	340	521	233	118	35	141	68	15	4
Supervisors of Transportation & Material Moving Workers	53.10	5	5	0	5	0	0	0	0	0	0	0
Air Transportation Workers	53.20	3	3	0	1	0	0	0	2	0	0	0
Motor Vehicle Operators	53.30	630	373	257	234	185	59	22	72	47	8	3
Water Transportation Workers	53.50	14	14	0	12	0	2	0	0	0	0	0
Other Transportation Workers	53.60	99	65	34	48	24	8	5	6	5	3	0
Material Moving Workers	53.70	384	335	49	221	24	49	8	61	16	4	1
Military Specific Occupations	55	19	15	4	8	3	5	0	2	0	0	1
Military Enlisted Tactical Operations & Air/Weapon	55.30	19	15	4	8	3	5	0	2	0	0	1
Unknown/Unclassifiable Occupations	99	2,804	1,344	1,434	840	864	246	216	217	296	41	58
Unknown/Unclassifiable Occupations	99.90	2,804	1,344	1,434	840	864	246	216	217	296	41	58

Characteristics of Job Seekers

Tolland County

Occupation	SOC Code	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	3,357	1,915	1,439	1,679	1,202	81	95	115	109	40	33
Management Occupations	11	255	136	118	114	105	7	3	9	9	6	1
Top Executives	11.10	21	16	5	14	4	1	1	1	0	0	0
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	43	19	23	14	22	0	0	1	1	4	0
Operations Specialties Managers	11.30	60	25	35	20	32	3	1	2	2	0	0
Other Management Occupations	11.90	131	76	55	66	47	3	1	5	6	2	1
Business & Financial Operations Occupations	13	111	58	53	52	45	4	2	1	5	1	1
Business Operations Specialists	13.10	59	35	24	31	23	3	0	1	1	0	0
Financial Specialists	13.20	52	23	29	21	22	1	2	0	4	1	1
Computer & Mathematical Occupations	15	81	56	25	47	23	4	1	5	1	0	0
Computer Specialists	15.10	79	56	23	47	21	4	1	5	1	0	0
Mathematical Scientists	15.20	2	0	2	0	2	0	0	0	0	0	0
Architecture & Engineering Occupations	17	103	90	13	80	13	1	0	5	0	4	0
Architects, Surveyors, & Cartographers	17.10	11	9	2	8	2	0	0	0	0	1	0
Engineers	17.20	48	44	4	40	4	0	0	1	0	3	0
Drafters, Engineering, & Mapping Technicians	17.30	44	37	7	32	7	1	0	4	0	0	0
Life, Physical, & Social Science Occupations	19	26	13	13	11	10	1	0	1	1	0	2
Life Scientists	19.10	2	1	1	1	1	0	0	0	0	0	0
Physical Scientists	19.20	7	4	3	4	2	0	0	0	0	0	1
Social Scientists & Related Workers	19.30	2	0	2	0	2	0	0	0	0	0	0
Life, Physical, & Social Science Technicians	19.40	15	8	7	6	5	1	0	1	1	0	1
Community & Social Services Occupations	21	46	9	37	4	28	4	5	1	4	0	0
Counselors, Social Workers, Other Cmmy./Soc. Svcs. Workers	21.10	45	8	37	3	28	4	5	1	4	0	0
Religious Workers	21.20	1	1	0	1	0	0	0	0	0	0	0
Legal Occupations	23	13	2	11	2	7	0	3	0	1	0	0
Lawyers, Judges, & Related Workers	23.10	3	2	1	2	0	0	1	0	0	0	0
Legal Support Workers	23.20	10	0	10	0	7	0	2	0	1	0	0
Education, Training, & Library Occupations	25	52	19	33	16	29	2	1	1	2	0	1
Postsecondary Teachers	25.10	6	3	3	3	2	0	0	0	0	0	1
Primary, Secondary & Special Education Teachers	25.20	9	2	7	2	6	0	0	0	1	0	0
Other Teachers & Instructors	25.30	15	8	7	6	7	2	0	0	0	0	0
Librarians, Curators, & Archivists	25.40	4	0	4	0	4	0	0	0	0	0	0
Other Education, Training, & Library Occupations	25.90	18	6	12	5	10	0	1	1	1	0	0

Characteristics of Job Seekers

Tolland County

Occupation	SOC Code	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	27	50	23	27	21	22	0	2	1	2	1	1
Art & Design Workers	27.10	26	10	16	9	14	0	1	1	0	0	1
Entertainers & Performers, Sports & Related Workers	27.20	10	4	6	4	4	0	0	0	2	0	0
Media & Communication Workers	27.30	9	4	5	4	4	0	1	0	0	0	0
Media & Communication Equipment Workers	27.40	5	5	0	4	0	0	0	0	0	1	0
Healthcare Practitioners & Technical Occupations	29	69	12	57	12	50	0	1	0	5	0	1
Health Diagnosing & Treating Practitioners	29.10	35	7	28	7	23	0	0	0	4	0	1
Health Technologists & Technicians	29.20	28	4	24	4	22	0	1	0	1	0	0
Other Healthcare Practitioners & Technical Occupations	29.90	6	1	5	1	5	0	0	0	0	0	0
Healthcare Support Occupations	31	86	7	79	7	57	0	15	0	7	0	0
Nursing, Psychiatric, & Home Health Aides	31.10	41	2	39	2	24	0	11	0	4	0	0
Occupational & Physical Therapist Assistants & Aides	31.20	4	2	2	2	2	0	0	0	0	0	0
Other Healthcare Support Occupations	31.90	41	3	38	3	31	0	4	0	3	0	0
Protective Service Occupations	33	19	14	5	12	3	0	1	2	1	0	0
First-Line Supervisors/Mgrs. of Protective Service Workers	33.10	1	0	1	0	1	0	0	0	0	0	0
Fire Fighting & Prevention Workers	33.20	1	1	0	1	0	0	0	0	0	0	0
Law Enforcement Workers	33.30	5	4	1	3	0	0	1	1	0	0	0
Other Protective Service Workers	33.90	12	9	3	8	2	0	0	1	1	0	0
Food Preparation & Serving Related Occupations	35	150	62	88	46	75	6	4	3	4	7	5
Supervisors of Food Preparation & Serving Workers	35.10	39	24	15	22	13	0	0	0	0	2	2
Cooks & Food Preparation Workers	35.20	49	24	25	17	21	5	0	1	1	1	3
Food & Beverage Serving Workers	35.30	37	7	30	3	26	0	3	2	1	2	0
Other Food Preparation & Serving Related Workers	35.90	25	7	18	4	15	1	1	0	2	2	0
Building & Grounds Cleaning & Maintenance Occupations	37	116	101	15	88	12	2	0	11	3	0	0
Building Cleaning & Pest Control Workers	37.20	21	10	11	8	9	1	0	1	2	0	0
Grounds Maintenance Workers	37.30	95	91	4	80	3	1	0	10	1	0	0
Personal Care & Service Occupations	39	56	11	45	6	39	3	3	2	3	0	0
Supervisors of Personal Care & Service Workers	39.10	1	1	0	1	0	0	0	0	0	0	0
Animal Care & Service Workers	39.20	3	1	2	1	2	0	0	0	0	0	0
Entertainment Attendants & Related Workers	39.30	4	3	1	2	1	0	0	1	0	0	0
Personal Appearance Workers	39.50	5	1	4	0	4	0	0	1	0	0	0
Other Personal Care & Service Workers	39.90	43	5	38	2	32	3	3	0	3	0	0

Characteristics of Job Seekers

Tolland County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Sales & Related Occupations	41	206	98	108	87	80	2	8	8	15	1	5
Supervisors of Sales Workers	41.10	18	7	11	5	8	0	1	1	1	1	1
Retail Sales Workers	41.20	96	30	66	28	46	0	7	2	9	0	4
Sales Representatives, Services	41.30	47	29	18	25	17	2	0	2	1	0	0
Sales Representatives, Wholesale & Manufacturing	41.40	24	20	4	18	3	0	0	2	1	0	0
Other Sales & Related Workers	41.90	21	12	9	11	6	0	0	1	3	0	0
Office & Administrative Support Occupations	43	375	82	292	65	252	8	18	8	19	1	3
Supervisors of Office & Administrative Support Workers	43.10	5	1	4	1	3	0	1	0	0	0	0
Communications Equipment Operators	43.20	1	1	0	1	0	0	0	0	0	0	0
Financial Clerks	43.30	47	7	40	5	38	1	0	1	1	0	1
Information & Record Clerks	43.40	114	23	90	20	70	3	12	0	6	0	2
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	55	35	20	29	16	2	1	4	3	0	0
Secretaries & Administrative Assistants	43.60	68	3	65	2	56	0	3	1	6	0	0
Other Office & Administrative Support Workers	43.90	81	10	71	5	67	2	1	2	3	1	0
Farming, Fishing, & Forestry Occupations	45	2	1	1	1	1	0	0	0	0	0	0
Agricultural Workers	45.20	2	1	1	1	1	0	0	0	0	0	0
Construction & Extraction Occupations	47	423	406	17	376	15	6	0	22	2	2	0
Supervisors of Construction & Extraction Workers	47.10	3	3	0	3	0	0	0	0	0	0	0
Construction Trades Workers	47.20	311	302	9	278	9	5	0	18	0	1	0
Helpers, Construction Trades	47.30	19	18	1	16	0	0	0	2	1	0	0
Other Construction & Related Workers	47.40	86	79	7	75	6	1	0	2	1	1	0
Extraction Workers	47.50	4	4	0	4	0	0	0	0	0	0	0
Installation, Maintenance, & Repair Occupations	49	128	124	4	116	3	3	1	4	0	1	0
Supervisors of Installation, Maintenance, & Repair Workers	49.10	2	2	0	2	0	0	0	0	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	11	9	2	6	2	1	0	2	0	0	0
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	39	39	0	37	0	1	0	1	0	0	0
Other Installation, Maintenance & Repair Occupations	49.90	76	74	2	71	1	1	1	1	0	1	0
Production Occupations	51	153	120	32	107	20	2	6	5	3	6	3
Supervisors of Production Workers	51.10	3	2	1	2	0	0	0	0	0	0	1
Assemblers & Fabricators	51.20	20	14	6	14	5	0	0	0	0	0	1
Food Processing Workers	51.30	5	0	5	4	4	0	1	0	0	0	0
Metal Workers & Plastic Workers	51.40	69	62	6	58	2	0	3	2	1	2	0
Printing Workers	51.50	5	5	0	4	0	0	0	0	0	1	0
Textile, Apparel, & Furnishings Workers	51.60	3	1	2	1	1	0	0	0	1	0	0
Woodworkers	51.70	6	6	0	6	0	0	0	0	0	0	0
Plant & System Operators	51.80	2	2	0	2	0	0	0	0	0	0	0
Other Production Occupations	51.90	40	28	12	20	8	2	2	3	1	3	1

Characteristics of Job Seekers

Tolland County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Transportation & Material Moving Occupations	53	255	172	83	152	72	7	3	10	8	3	0
Motor Vehicle Operators	53.30	139	75	64	70	56	1	3	3	5	1	0
Rail Transportation Workers	53.40	2	2	0	1	0	0	1	0	0	0	0
Other Transportation Workers	53.60	34	28	6	23	6	2	0	2	0	1	0
Material Moving Workers	53.70	79	67	12	58	10	4	0	4	2	1	0
Military Specific Occupations	55	6	4	2	4	1	0	0	0	1	0	0
First-Line Enlisted Military Supervisors/Managers	55.20	1	1	0	1	0	0	0	0	0	0	0
Military Enlisted Tactical Operations & Air/Weapon	55.30	5	3	2	3	1	0	0	0	1	0	0
Unknown/Unclassifiable Occupations	99	576	295	281	253	240	19	18	16	13	7	10
Unknown/Unclassifiable Occupations	99.90	576	295	281	253	240	19	18	16	13	7	10

Characteristics of Job Seekers

Windham County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total - All Occupations	00	7,445	3,950	3,482	2,830	2,330	165	122	890	979	65	51
Management Occupations	11	316	146	169	121	142	4	5	18	19	3	3
Top Executives	11.10	26	18	8	16	7	1	0	1	1	0	0
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	44	29	15	26	12	0	1	2	1	1	1
Operations Specialties Managers	11.30	77	24	52	22	44	1	0	1	6	0	2
Other Management Occupations	11.90	169	75	94	57	79	2	4	14	11	2	0
Business & Financial Operations Occupations	13	97	51	45	38	39	3	2	8	3	2	1
Business Operations Specialists	13.10	52	30	21	21	18	2	2	6	1	1	0
Financial Specialists	13.20	45	21	24	17	21	1	0	2	2	1	1
Computer & Mathematical Occupations	15	57	44	13	32	11	3	0	7	2	2	0
Computer Specialists	15.10	56	43	13	31	11	3	0	7	2	2	0
Mathematical Scientists	15.20	1	1	0	1	0	0	0	0	0	0	0
Architecture & Engineering Occupations	17	151	110	39	89	28	3	1	15	7	3	3
Architects, Surveyors, & Cartographers	17.10	8	5	3	3	2	0	0	2	1	0	0
Engineers	17.20	37	33	4	28	3	2	0	2	1	1	0
Drafters, Engineering, & Mapping Technicians	17.30	106	72	32	58	23	1	1	11	5	2	3
Life, Physical, & Social Science Occupations	19	33	20	13	17	12	0	1	3	0	0	0
Life Scientists	19.10	3	1	2	1	2	0	0	0	0	0	0
Physical Scientists	19.20	1	1	0	1	0	0	0	0	0	0	0
Social Scientists & Related Workers	19.30	8	5	3	3	3	0	0	2	0	0	0
Life, Physical, & Social Science Technicians	19.40	21	13	8	12	7	0	1	1	0	0	0
Community & Social Services Occupations	21	91	22	68	8	43	6	6	8	18	0	1
Counselors, Social Workers, Other Cmnty./Soc. Svcs. Workers	21.10	87	21	65	8	40	6	6	7	18	0	1
Religious Workers	21.20	4	1	3	0	3	0	0	1	0	0	0
Legal Occupations	23	13	1	12	1	12	0	0	0	0	0	0
Lawyers, Judges, & Related Workers	23.10	1	0	1	0	1	0	0	0	0	0	0
Legal Support Workers	23.20	12	1	11	1	11	0	0	0	0	0	0
Education, Training, & Library Occupations	25	97	24	73	15	44	0	0	7	26	2	3
Postsecondary Teachers	25.10	13	4	9	2	7	0	0	1	1	1	1
Primary, Secondary & Special Education Teachers	25.20	9	3	6	2	6	0	0	0	0	1	0
Other Teachers & Instructors	25.30	14	4	10	3	9	0	0	1	1	0	0
Librarians, Curators, & Archivists	25.40	6	2	4	2	3	0	0	0	1	0	0
Other Education, Training, & Library Occupations	25.90	55	11	44	6	19	0	0	5	23	0	2

Characteristics of Job Seekers

Windham County

Occupation	SOC Code	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	27	79	41	38	30	29	2	2	7	7	2	0
Art & Design Workers	27.10	34	17	17	13	16	0	1	2	0	2	0
Entertainers & Performers, Sports & Related Workers	27.20	21	10	11	4	5	2	1	4	5	0	0
Media & Communication Workers	27.30	14	7	7	6	5	0	0	1	2	0	0
Media & Communication Equipment Workers	27.40	10	7	3	7	3	0	0	0	0	0	0
Healthcare Practitioners & Technical Occupations	29	109	19	89	11	62	1	4	6	20	1	3
Health Diagnosing & Treating Practitioners	29.10	44	7	36	4	26	0	0	3	9	0	1
Health Technologists & Technicians	29.20	58	9	49	6	34	1	4	1	9	1	2
Other Healthcare Practitioners & Technical Occupations	29.90	7	3	4	1	2	0	0	2	2	0	0
Healthcare Support Occupations	31	307	29	278	21	187	2	11	6	78	0	2
Nursing, Psychiatric, & Home Health Aides	31.10	185	16	169	9	113	1	8	6	46	0	2
Occupational & Physical Therapist Assistants & Aides	31.20	10	3	7	3	5	0	1	0	1	0	0
Other Healthcare Support Occupations	31.90	112	10	102	9	69	1	2	0	31	0	0
Protective Service Occupations	33	59	42	17	31	11	3	0	8	6	0	0
First-Line Supervisors/Mgrs. of Protective Service Workers	33.10	1	1	0	1	0	0	0	0	0	0	0
Fire Fighting & Prevention Workers	33.20	1	1	0	1	0	0	0	0	0	0	0
Law Enforcement Workers	33.30	13	10	3	7	2	2	0	1	1	0	0
Other Protective Service Workers	33.90	44	30	14	22	9	1	0	7	5	0	0
Food Preparation & Serving Related Occupations	35	448	200	248	107	181	20	11	69	52	4	4
Supervisors of Food Preparation & Serving Workers	35.10	48	28	20	22	14	1	2	5	4	0	0
Cooks & Food Preparation Workers	35.20	180	108	72	55	40	13	2	37	27	3	3
Food & Beverage Serving Workers	35.30	127	31	96	18	82	3	2	9	11	1	1
Other Food Preparation & Serving Related Workers	35.90	93	33	60	12	45	3	5	18	10	0	0
Building & Grounds Cleaning & Maintenance Occupations	37	239	150	89	91	51	5	2	52	36	2	0
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	9	3	6	2	2	0	0	1	4	0	0
Building Cleaning & Pest Control Workers	37.20	130	56	74	31	43	2	1	22	30	1	0
Grounds Maintenance Workers	37.30	100	91	9	58	6	3	1	29	2	1	0
Personal Care & Service Occupations	39	186	39	147	24	99	1	5	14	39	0	4
Supervisors of Personal Care & Service Workers	39.10	7	4	3	3	2	0	0	1	1	0	0
Animal Care & Service Workers	39.20	6	1	5	0	5	1	0	0	0	0	0
Entertainment Attendants & Related Workers	39.30	16	8	8	6	6	0	0	2	1	0	1
Personal Appearance Workers	39.50	25	7	18	0	11	0	0	7	6	0	1
Transportation, Tourism, & Lodging Attendants	39.60	2	1	1	0	0	0	0	1	1	0	0
Other Personal Care & Service Workers	39.90	130	18	112	15	75	0	5	3	30	0	2

Characteristics of Job Seekers

Windham County

Occupation	SOC Code	Total Job Seekers	Total		White		Black		Hispanic		Other	
			Male	Female	Male	Female	Male	Female	Male	Female		
Sales & Related Occupations	41	447	137	309	104	201	9	14	20	89	4	5
Supervisors of Sales Workers	41.10	23	11	12	7	11	0	0	3	1	1	0
Retail Sales Workers	41.20	323	71	251	52	154	5	11	12	81	2	5
Sales Representatives, Services	41.30	46	26	20	20	15	4	1	2	4	0	0
Sales Representatives, Wholesale & Manufacturing	41.40	25	17	8	15	7	0	0	1	1	1	0
Other Sales & Related Workers	41.90	30	12	18	10	14	0	2	2	2	0	0
Office & Administrative Support Occupations	43	757	210	546	119	380	12	15	76	148	3	3
Supervisors of Office & Administrative Support Workers	43.10	17	1	16	1	8	0	0	0	8	0	0
Communications Equipment Operators	43.20	2	0	2	0	2	0	0	0	0	0	0
Financial Clerks	43.30	77	7	70	4	50	1	3	1	17	1	0
Information & Record Clerks	43.40	248	48	200	32	135	2	8	12	56	2	1
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	227	140	86	71	52	9	3	60	31	0	0
Secretaries & Administrative Assistants	43.60	79	1	78	1	58	0	0	0	18	0	2
Other Office & Administrative Support Workers	43.90	107	13	94	10	75	0	1	3	18	0	0
Farming, Fishing, & Forestry Occupations	45	61	40	21	11	6	1	0	27	15	1	0
Agricultural Workers	45.20	55	35	20	7	5	1	0	26	15	1	0
Fishing & Hunting Workers	45.30	2	2	0	1	0	0	0	1	0	0	0
Forest, Conservation, & Logging Workers	45.40	4	3	1	3	1	0	0	0	0	0	0
Construction & Extraction Occupations	47	655	629	26	548	23	14	1	59	2	8	0
Supervisors of Construction & Extraction Workers	47.10	7	5	2	5	2	0	0	0	0	0	0
Construction Trades Workers	47.20	501	482	19	415	16	13	1	48	2	6	0
Helpers, Construction Trades	47.30	40	39	1	31	1	1	0	7	0	0	0
Other Construction & Related Workers	47.40	99	95	4	90	4	0	0	4	0	1	0
Extraction Workers	47.50	8	8	0	7	0	0	0	0	0	1	0
Installation, Maintenance, & Repair Occupations	49	246	231	15	167	5	9	1	52	9	3	0
Supervisors of Installation, Maintenance, & Repair Workers	49.10	2	2	0	2	0	0	0	0	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	18	17	1	13	0	2	1	1	0	1	0
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	74	71	3	48	2	0	0	22	1	1	0
Other Installation, Maintenance & Repair Occupations	49.90	152	141	11	104	3	7	0	29	8	1	0

Characteristics of Job Seekers

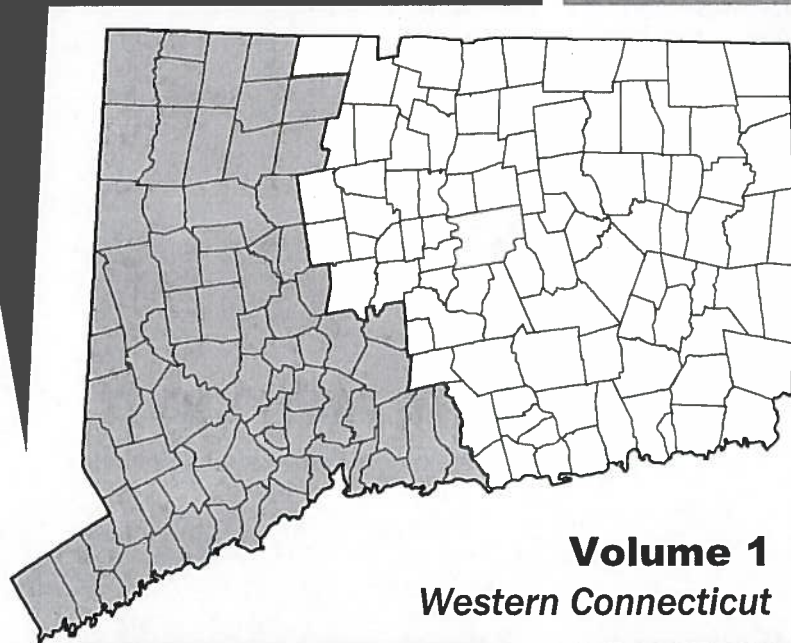
Windham County

Occupation	SOC Code	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	51	597	408	188	311	104	11	3	77	73	9	8
Supervisors of Production Workers	51.10	18	13	5	9	3	0	0	3	2	1	0
Assemblers & Fabricators	51.20	84	39	45	29	26	1	1	8	16	1	2
Food Processing Workers	51.30	33	17	15	10	9	0	1	7	2	0	3
Metal Workers & Plastic Workers	51.40	193	165	28	136	17	3	0	22	11	4	0
Printing Workers	51.50	4	3	1	3	0	0	1	0	0	0	0
Textile, Apparel, & Furnishings Workers	51.60	18	6	12	3	4	1	0	2	8	0	0
Woodworkers	51.70	19	18	1	15	1	1	0	2	0	0	0
Plant & System Operators	51.80	17	11	6	7	0	1	0	3	6	0	0
Other Production Occupations	51.90	211	136	75	99	44	4	0	30	28	3	3
Transportation & Material Moving Occupations	53	799	594	204	433	133	22	4	135	65	4	2
Supervisors of Transportation & Material Moving Workers	53.10	3	3	0	2	0	0	0	1	0	0	0
Motor Vehicle Operators	53.30	345	232	112	176	83	8	3	47	24	1	2
Water Transportation Workers	53.50	1	1	0	0	0	0	0	1	0	0	0
Other Transportation Workers	53.60	74	56	18	45	13	2	0	7	5	2	0
Material Moving Workers	53.70	375	302	73	210	37	12	1	79	35	1	0
Military Specific Occupations	55	5	4	1	4	0	0	0	0	1	0	0
Military Officer Special & Tactical Operations Leaders/Mgrs.	55.10	1	1	0	1	0	0	0	0	0	0	0
Military Enlisted Tactical Operations & Air/Weapon	55.30	4	3	1	3	0	0	0	0	1	0	0
Unknown/Unclassifiable Occupations	99	1,596	759	834	497	527	34	34	216	264	12	9
Unknown/Unclassifiable Occupations	99.90	1,596	759	834	497	527	34	34	216	264	12	9

CONNECTICUT OCCUPATIONAL STATISTICS

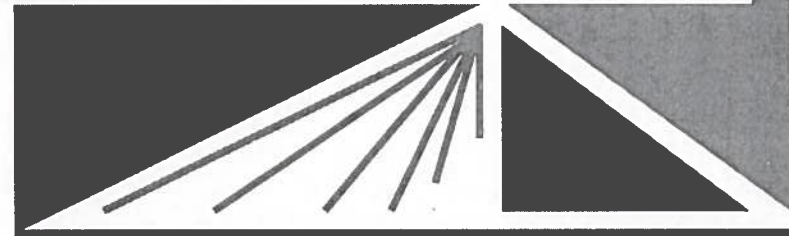
FOR EQUAL EMPLOYMENT OPPORTUNITY & AFFIRMATIVE ACTION PLANNING

2000



Volume 1
Western Connecticut

A Product of the



Commission on Human Rights & Opportunities



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**

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M. Jodi Rell Governor

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Extensive reference has been made from the US Department of Commerce, Bureau of the Census document, 2000 Special EEO Tabulation throughout this report and appendices.

CONNECTICUT OCCUPATIONAL STATISTICS

2000 Special EEO Tabulation

VOLUME 1

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INTRODUCTION

The Connecticut Occupational Statistics provides occupational data from the Bureau of the Census Equal Employment Opportunity (EEO) Special Tabulation from the 2000 Census. Data is presented for 471 occupations according to the gender and race or Hispanic Origin of those persons in the civilian labor force. This data is also available on the Connecticut Department of Labor's website at:

www.ctdol.state.ct.us/lmi.

Although the report will have many uses both now and in the future, the primary use will be for affirmative action planning for both public and private sectors. The Commission on Human Rights and Opportunities (CHRO) has the responsibility for making EEO data available to State agencies for the purpose of affirmative action planning as required under the provisions of State law. The Department of Labor has the responsibility for making EEO data available to all private sector employers who have contracts with the federal, state, local, or quasi-governmental entities for the purpose of affirmative action planning as required under Federal law. With few exceptions, all organizations that receive Federal or State funds must prepare an Affirmative Action Plan. The data in this document will provide most of the base data necessary to complete such plans.

This report consists of two volumes, each covering a certain geographic portion of the state (see Geographic Coverage). The geographic data used from the 2000 Special EEO Tabulation consists of data for the State of Connecticut, the eight counties, Primary Metropolitan Statistical Areas and Metropolitan Statistical Areas within Connecticut.

GEOGRAPHIC COVERAGE

The 2000 Special EEO Tabulation which was the source for this report has data available for the State of Connecticut, its eight counties, Primary Metropolitan Statistical Areas (PMSA's) and Metropolitan Statistical Areas (MSA's).

There are 16 different geographical areas within Connecticut for which EEO data is available. The Connecticut Occupational Statistics presents this data in two volumes that cover the following sections of the state:

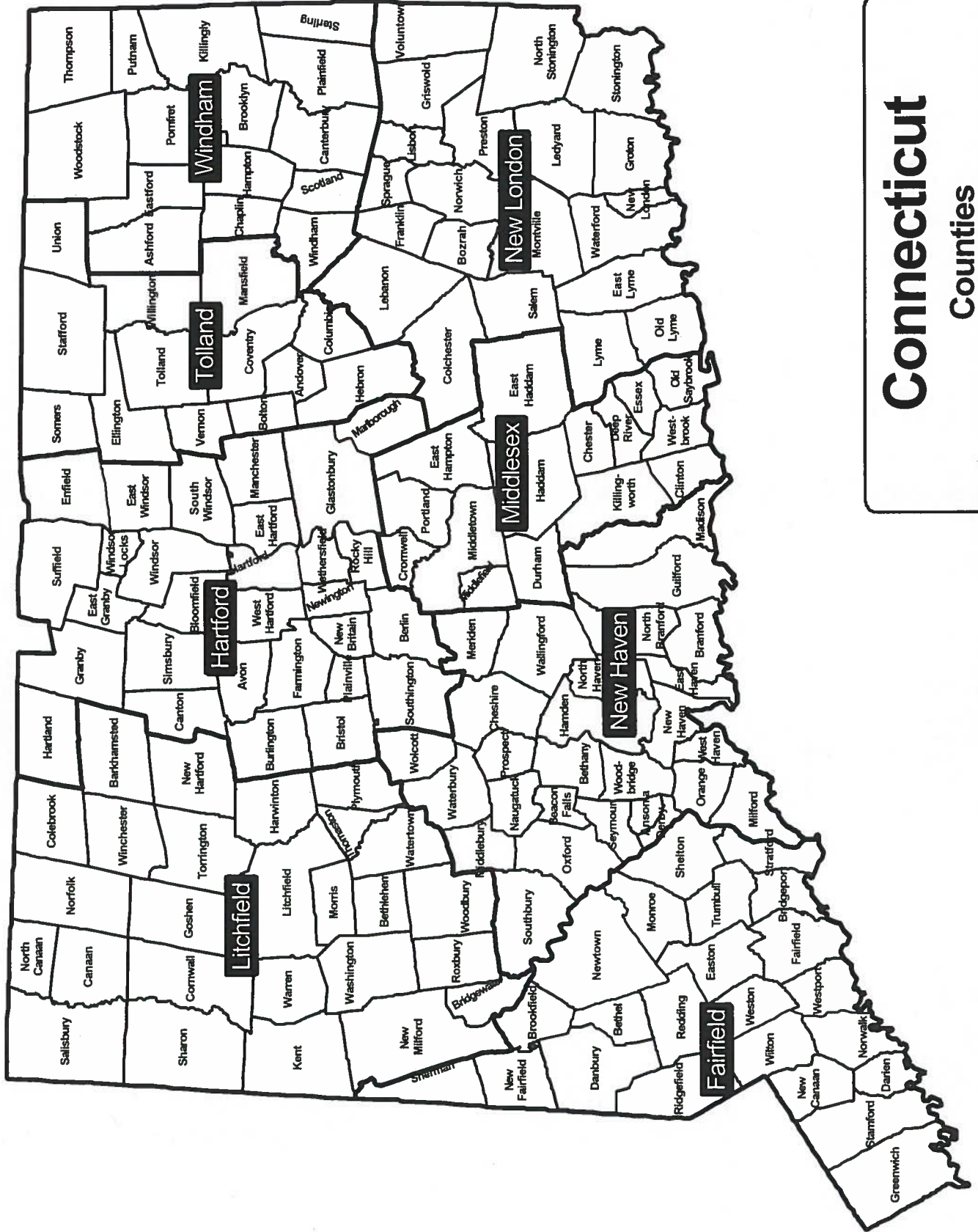
Volume 1 - Western Connecticut

Volume 2 - Eastern Connecticut

Each volume contains a statewide summary and data for the covered counties, PMSA's, and MSA's in that section of Connecticut.

The specific areas covered in each volume are as follows:

<u><i>Volume 1</i></u>	<u><i>Volume 2</i></u>
State of Connecticut	State of Connecticut
Fairfield County	Hartford County
Litchfield County	Middlesex County
New Haven County	New London County
Bridgeport MSA	Tolland County
Danbury MSA	Windham County
New Haven/Meriden MSA	Hartford MSA
Stamford/Norwalk MSA	New London/Norwich CT-RI MSA
Waterbury MSA	



Connecticut Counties

2000

Connecticut

Occupational

Statistics

**STATE OF
CONNECTICUT**

CONNECTICUT OCCUPATIONAL STATISTICS
for Equal Employment Opportunity and Affirmative Action Planning
2000 Census of Population and Housing - Special EEO Tabulation

Statewide

Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	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	0.7
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	1.7
Administrative Services Mgrs. (113011)	1,635	1,040	63.6	594	36.3	965	59.0	535	32.7	20	1.2
Computer & Info. Systems Mgrs. (113021)	6,010	4,245	70.6	1,763	29.3	3,855	64.1	1,620	27.0	120	2.0
Financial Managers (113031)	18,790	10,618	56.5	8,163	43.4	9,705	51.6	7,145	38.0	219	1.2
Human Resources Mgrs. (113040)	6,100	2,630	43.1	3,473	56.9	2,170	35.6	3,045	49.9	240	3.9
Industrial Production Mgrs. (113051)	4,675	3,684	78.8	990	21.2	3,415	73.0	815	17.4	65	1.4
Purchasing Managers (113061)	2,955	1,680	56.9	1,275	43.1	1,600	54.1	1,045	35.4	20	0.7
Transp., Storage, & Dist. Mgrs. (113071)	2,360	1,954	82.8	410	17.4	1,735	73.5	370	15.7	60	2.5
Other Management Occupations (119000)	74,965	46,051	61.4	28,913	38.6	41,075	54.8	25,380	33.9	1,524	2.0
Farm, Ranch, & Other Agric. Mgrs. (119011)	975	679	69.6	300	30.8	545	55.9	280	28.7	35	3.6
Farmers & Ranchers (119012)	1,265	995	78.7	275	21.7	985	77.9	265	20.9	0	0.0
Construction Managers (119021)	7,480	7,083	94.7	398	5.3	6,720	89.8	360	4.8	99	1.3
Education Administrators (119030)	9,935	4,158	41.9	5,779	58.2	3,695	37.2	5,060	50.9	265	2.7
Engineering Managers (119041)	2,360	2,214	93.8	145	6.1	2,000	84.7	145	6.1	40	1.7
Food Service Managers (119051)	7,820	4,873	62.3	2,944	37.6	3,835	49.0	2,530	32.4	160	2.0
Funeral Directors (119061)	580	509	87.8	70	12.1	455	78.4	70	12.1	35	6.0
Gaming Managers (119071)	385	228	59.2	154	40.0	220	57.1	135	35.1	0	0.0
Lodging Managers (119081)	865	454	52.5	410	47.4	340	39.3	325	37.6	45	5.2
Medical & Health Services Mgrs. (119111)	6,200	1,834	29.6	4,358	70.3	1,650	26.6	3,905	63.0	60	1.0
Natural Sciences Managers (119121)	360	250	69.4	110	30.6	200	55.6	100	27.8	0	0.0
Postmasters & Mail Superintendents (119131)	275	175	63.6	105	38.2	165	60.0	95	34.5	0	0.0
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	2.2
Social & Community Service Managers (119151)	3,550	1,109	31.2	2,438	68.7	880	24.8	2,015	56.8	190	5.4
Managers, All Other (119199)	28,440	18,815	66.2	9,629	33.9	16,975	59.7	8,485	29.8	495	1.7
Business & Financial Oper. Occs. (130001)	94,490	46,119	48.8	48,323	51.1	41,415	43.8	40,875	43.3	1,952	2.1
Business Operations Specialists (131000)	45,645	20,718	45.4	24,907	54.6	18,410	40.3	21,075	46.2	933	2.0
Agents & Bus. Mgrs. of Artists, Etc. (131011)	455	210	46.2	240	52.7	190	41.8	220	48.4	10	2.2
Purch. Agts & Buyers, Farm Prod. (131021)	80	40	50.0	40	50.0	40	50.0	30	37.5	0	0.0
Wholesale & Retail Buyers, Exc. Farm Prod. (131022)	2,805	1,223	43.6	1,588	56.6	1,115	39.8	1,390	49.6	40	1.4
Purch. Agts, Exc. Wholesale, Retail, Etc. (131023)	4,015	1,887	47.0	2,123	52.9	1,725	43.0	1,960	48.8	80	2.0
Claims Adj., Appr., Examiners, & Invest. (131030)	6,275	2,134	34.0	4,134	65.9	1,865	29.7	3,405	54.3	175	2.8
Compliance Officers, Exc. Agric., Etc. (131041)	1,445	724	50.1	720	49.8	590	40.8	590	40.8	70	4.8
Cost Estimators (131051)	1,205	1,074	89.1	130	10.8	1,060	88.0	110	9.1	0	0.0
Human Res., Training, & Labor Rel. Spec. (131070)	12,900	4,408	34.2	8,500	65.9	3,825	29.7	6,970	54.0	270	2.1
Logisticians (131081)	450	267	59.3	172	38.2	255	56.7	150	33.3	4	0.9
Management Analysts (131111)	12,235	7,304	59.7	4,933	40.3	6,540	53.5	4,375	35.8	144	1.2
Meeting & Convention Planners (131121)	705	115	16.3	594	84.3	80	11.3	535	75.9	35	5.0
Other Business Operations Specialists (1311XX)	3,075	1,332	43.3	1,733	56.4	1,125	36.6	1,340	43.6	105	3.4
Financial Specialists (132000)	48,845	25,401	52.0	23,416	47.9	23,005	47.1	19,800	40.5	1,019	2.1
Accountants & Auditors (132011)	27,965	13,848	49.5	14,114	50.5	12,445	44.5	11,825	42.3	664	2.4
Appraisers & Assessors of Real Estate (132021)	1,410	839	59.5	570	40.4	785	55.7	560	39.7	40	2.8

CONNECTICUT OCCUPATIONAL STATISTICS
for Equal Employment Opportunity and Affirmative Action Planning
2000 Census of Population and Housing - Special EEO Tabulation

Statewide

Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
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)
3,173	1.8	3,276	1.9	1,870	1.1	3,835	2.2	2,046	1.2	Management Occupations (110001)
290	0.9	575	1.7	135	0.4	736	2.2	123	0.4	Top Executives (111000)
60	0.3	285	1.3	50	0.2	463	2.2	59	0.3	Chief Executives (111011)
200	1.6	290	2.3	65	0.5	259	2.1	64	0.5	General & Operations Mgrs. (111021)
30	8.7	0	0.0	20	5.8	14	4.1	0	0.0	Legislators (111031)
334	1.4	282	1.2	223	0.9	404	1.7	358	1.5	Advert., Marketing., Promo., Pub. Rel. (112000)
4	0.3	14	0.9	4	0.3	15	1.0	4	0.3	Advertising & Promotions Mgrs. (112011)
285	1.3	260	1.2	215	1.0	389	1.8	350	1.7	Marketing & Sales Mgrs. (112020)
45	4.5	8	0.8	4	0.4	0	0.0	4	0.4	Public Relations Mgrs. (112031)
910	2.1	875	2.1	528	1.2	787	1.9	655	1.5	Operations Specialties Mgrs. (113000)
0	0.0	35	2.1	34	2.1	20	1.2	25	1.5	Administrative Services Mgrs. (113011)
70	1.2	85	1.4	19	0.3	185	3.1	54	0.9	Computer & Info. Systems Mgrs. (113021)
480	2.6	315	1.7	230	1.2	379	2.0	308	1.6	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	1.4	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	1.2	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	0.2	Construction Managers (119021)
395	4.0	120	1.2	195	2.0	78	0.8	129	1.3	Education Administrators (119030)
0	0.0	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	Gaming Managers (119071)
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	Natural Sciences Managers (119121)
0	0.0	10	3.6	10	3.6	0	0.0	0	0.0	Postmasters & Mail Superintendents (119131)
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	Social & Community Service Managers (119151)
495	1.7	470	1.7	330	1.2	875	3.1	319	1.1	Managers, All Other (119199)
3,737	4.0	1,172	1.2	1,808	1.9	1,580	1.7	1,903	2.0	Business & Financial Oper. Occs. (130001)
2,098	4.6	555	1.2	962	2.1	820	1.8	772	1.7	Business Operations Specialists (131000)
10	2.2	0	0.0	0	0.0	10	2.2	10	2.2	Agents & Bus. Mgrs. of Artists, Etc. (131011)
10	12.5	0	0.0	0	0.0	0	0.0	0	0.0	Purch. Agts & Buyers, Farm Prod. (131021)
94	3.4	29	1.0	80	2.9	39	1.4	24	0.9	Whsle & Ret. Buyers, Exc. Farm Prod. (131022)
95	2.4	34	0.8	34	0.8	48	1.2	34	0.8	Purch. Agts, Exc. Whsle, Ret., Etc. (131023)
470	7.5	40	0.6	145	2.3	54	0.9	114	1.8	Claims Adj., Appr., Examiners, & Invest. (131030)
35	2.4	45	3.1	25	1.7	19	1.3	70	4.8	Compliance Officers, Exc. Agri., Etc. (131041)
0	0.0	10	0.8	0	0.0	4	0.3	20	1.7	Cost Estimators (131051)
860	6.7	160	1.2	400	3.1	153	1.2	270	2.1	Human Res., Training, & Labor Rel. Spec. (131070)
4	0.9	8	1.8	8	1.8	0	0.0	10	2.2	Logisticians (131081)
325	2.7	190	1.6	120	1.0	430	3.5	113	0.9	Management Analysts (131111)
10	1.4	0	0.0	30	4.3	0	0.0	19	2.7	Meeting & Convention Planners (131121)
185	6.0	39	1.3	120	3.9	63	2.0	88	2.9	Other Business Operations Specialists (1311XX)
1,639	3.4	617	1.3	846	1.7	760	1.6	1,131	2.3	Financial Specialists (132000)
985	3.5	335	1.2	485	1.7	404	1.4	819	2.9	Accountants & Auditors (132011)
10	0.7	4	0.3	0	0.0	10	0.7	0	0.0	Appraisers & Assessors of Real Estate (132021)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Budget Analysts (132031)	470	250	53.2	218	46.4	205	43.6	200	42.6	10	2.1
Credit Analysts (132041)	435	200	46.0	234	53.8	160	36.8	165	37.9	10	2.3
Financial Analysts (132051)	1,985	1,393	70.2	584	29.4	1,265	63.7	480	24.2	40	2.0
Personal Financial Advisors (132052)	6,630	4,405	66.4	2,223	33.5	4,065	61.3	1,910	28.8	90	1.4
Insurance Underwriters (132053)	3,150	1,259	40.0	1,885	59.8	1,140	36.2	1,635	51.9	40	1.3
Financial Examiners (132061)	145	95	65.5	49	33.8	80	55.2	35	24.1	0	0.0
Loan Counselors & Officers (132070)	3,430	1,659	48.4	1,770	51.6	1,530	44.6	1,460	42.6	55	1.6
Tax Examiners, Collectors, & Rev. Agts (132081)	905	388	42.9	514	56.8	340	37.6	485	53.6	30	3.3
Tax Preparers (132082)	1,350	660	48.9	690	51.1	625	46.3	620	45.9	15	1.1
Financial Specialists, All Other (132099)	970	405	41.8	565	58.2	365	37.6	425	43.8	25	2.6
PROFESSIONAL & RELATED OCCUPATIONS (150000)	397,070	174,733	44.0	222,120	55.9	149,984	37.8	189,264	47.7	7,464	1.9
<i>Computer & Mathematical Occupations (150001)</i>	<i>49,645</i>	<i>34,013</i>	<i>68.5</i>	<i>15,619</i>	<i>31.5</i>	<i>28,070</i>	<i>56.5</i>	<i>12,490</i>	<i>25.2</i>	<i>1,202</i>	<i>2.4</i>
Computer Specialists (151000)	46,265	31,994	69.2	14,257	30.8	26,335	56.9	11,435	24.7	1,188	2.6
Computer Programmers (151021)	12,235	8,439	69.0	3,787	31.0	7,080	57.9	2,910	23.8	225	1.8
Computer Software Engineers (151030)	8,990	6,850	76.2	2,149	23.9	5,480	61.0	1,635	18.2	250	2.8
Computer Support Specialists (151041)	5,020	2,905	57.9	2,110	42.0	2,435	48.5	1,825	36.4	130	2.6
Database Administrators (151061)	1,315	829	63.0	484	36.8	715	54.4	365	27.8	30	2.3
Network & Computer Syst. Admins. (151071)	2,550	1,919	75.3	629	24.7	1,680	65.9	500	19.6	39	1.5
Network Sys. & Data Comm. Analysts (151081)	4,265	3,133	73.5	1,139	26.7	2,600	61.0	980	23.0	129	3.0
Computer Scientists & Sys. Analysts (1510XX)	11,890	7,919	66.6	3,959	33.3	6,345	53.4	3,220	27.1	385	3.2
Mathematical Scientists (152000)	3,380	2,019	59.7	1,362	40.3	1,735	51.3	1,055	31.2	14	0.4
Actuaries (152011)	1,515	1,020	67.3	494	32.6	900	59.4	350	23.1	10	0.7
Operations Research Analysts (152031)	1,350	774	57.3	574	42.5	660	48.9	450	33.3	4	0.3
Misc. Math Science Occupations (1520XX)	515	225	43.7	294	57.1	175	34.0	255	49.5	0	0.0
<i>Architecture & Engineering Occs. (170001)</i>	<i>41,635</i>	<i>36,743</i>	<i>88.3</i>	<i>4,837</i>	<i>11.6</i>	<i>32,690</i>	<i>78.5</i>	<i>4,115</i>	<i>9.9</i>	<i>1,019</i>	<i>2.4</i>
Architects, Surveyors, & Cartographers (171000)	3,470	2,788	80.3	680	19.6	2,560	73.8	620	17.9	65	1.9
Architects, Except Naval (171010)	3,115	2,449	78.6	665	21.3	2,275	73.0	605	19.4	35	1.1
Surv., Cartog., & Photogrammetrists (171020)	355	339	95.5	15	4.2	285	80.3	15	4.2	30	8.5
Engineers (172000)	28,010	25,319	90.4	2,660	9.5	22,600	80.7	2,275	8.1	575	2.1
Aerospace Engineers (172011)	3,740	3,329	89.0	408	10.9	2,880	77.0	315	8.4	60	1.6
Chemical Engineers (172041)	695	639	91.9	60	8.6	545	78.4	35	5.0	0	0.0
Civil Engineers (172051)	3,410	3,059	89.7	345	10.1	2,670	78.3	295	8.7	120	3.5
Computer Hardware Engineers (172061)	865	735	85.0	124	14.3	625	72.3	110	12.7	35	4.0
Electrical & Electronics Engineers (172070)	4,310	4,064	94.3	249	5.8	3,725	86.4	225	5.2	85	2.0
Environmental Engineers (172081)	555	415	74.8	134	24.1	380	68.5	130	23.4	20	3.6
Ind. Engineers, Incl. Health & Safety (172110)	3,355	2,804	83.6	555	16.5	2,590	77.2	460	13.7	35	1.0
Marine Engineers & Naval Architects (172121)	825	718	87.0	104	12.6	670	81.2	100	12.1	20	2.4
Materials Engineers (172131)	845	730	86.4	119	14.1	660	78.1	115	13.6	25	3.0
Mechanical Engineers (172141)	4,365	4,038	92.5	314	7.2	3,635	83.3	290	6.6	85	1.9
Nuclear Engineers (172161)	325	290	89.2	30	9.2	275	84.6	30	9.2	0	0.0
Petroleum, Mining & Geological Engrs. (1721XX)	45	45	100.0	0	0.0	45	100.0	0	0.0	0	0.0
Miscellaneous Engineers, Incl. Agric. (172XXX)	4,675	4,453	95.3	218	4.7	3,900	83.4	170	3.6	90	1.9
Drafters, Engrng, & Mapping Techs. (173000)	10,155	8,636	85.0	1,497	14.7	7,530	74.2	1,220	12.0	379	3.7
Drafters (173010)	3,190	2,723	85.4	459	14.4	2,565	80.4	420	13.2	70	2.2
Engineering Technicians, Exc. Drafters (173020)	6,135	5,184	84.5	939	15.3	4,250	69.3	725	11.8	299	4.9
Surveying & Mapping Technicians (173031)	830	729	87.8	99	11.9	715	86.1	75	9.0	10	1.2
<i>Life, Physical, & Social Science Occs. (190001)</i>	<i>19,730</i>	<i>11,101</i>	<i>56.3</i>	<i>8,604</i>	<i>43.6</i>	<i>9,200</i>	<i>46.6</i>	<i>6,944</i>	<i>35.2</i>	<i>196</i>	<i>1.0</i>
Life Scientists (191000)	3,745	2,247	60.0	1,506	40.2	1,710	45.7	1,115	29.8	25	0.7
Agricultural & Food Scientists (191010)	335	240	71.6	95	28.4	240	71.6	80	23.9	0	0.0
Biological Scientists (191020)	925	539	58.3	389	42.1	465	50.3	315	34.1	0	0.0
Conservation Scientists & Foresters (191030)	80	64	80.0	19	23.8	60	75.0	15	18.8	0	0.0
Medical Scientists (191040)	2,405	1,404	58.4	1,003	41.7	945	39.3	705	29.3	25	1.0

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Black Non-Hispanic		Hispanic In Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
4	0.9	15	3.2	4	0.9	20	4.3	10	2.1	Budget Analysts (132031)
25	5.7	10	2.3	40	9.2	20	4.6	4	0.9	Credit Analysts (132041)
55	2.8	4	0.2	10	0.5	84	4.2	39	2.0	Financial Analysts (132051)
145	2.2	130	2.0	44	0.7	120	1.8	124	1.9	Personal Financial Advisors (132052)
140	4.4	35	1.1	80	2.5	44	1.4	30	1.0	Insurance Underwriters (132053)
10	6.9	15	10.3	4	2.8	0	0.0	0	0.0	Financial Examiners (132061)
160	4.7	45	1.3	85	2.5	29	0.8	65	1.9	Loan Counselors & Officers (132070)
25	2.8	14	1.5	4	0.4	4	0.4	0	0.0	Tax Examiners, Collectors, & Rev. Agts (132081)
10	0.7	10	0.7	35	2.6	10	0.7	25	1.9	Tax Preparers (132082)
70	7.2	0	0.0	55	5.7	15	1.5	15	1.5	Financial Specialists, All Other (132099)
14,451	3.6	5,947	1.5	9,571	2.4	11,338	2.9	8,834	2.2	PROFESSIONAL & RELATED OCCUPATIONS (150000)
1,264	2.5	1,009	2.0	578	1.2	3,732	7.5	1,287	2.6	Computer & Mathematical Occupations (150001)
1,094	2.4	934	2.0	510	1.1	3,537	7.6	1,218	2.6	Computer Specialists (151000)
269	2.2	285	2.3	155	1.3	849	6.9	453	3.7	Computer Programmers (151021)
135	1.5	90	1.0	85	0.9	1,030	11.5	294	3.3	Computer Software Engineers (151030)
130	2.6	125	2.5	110	2.2	215	4.3	45	0.9	Computer Support Specialists (151041)
65	4.9	44	3.3	10	0.8	40	3.0	44	3.3	Database Administrators (151061)
90	3.5	85	3.3	10	0.4	115	4.5	29	1.1	Network & Computer Syst. Admins. (151071)
90	2.1	125	2.9	20	0.5	279	6.5	49	1.1	Network Sys. & Data Comm. Analysts (151081)
315	2.6	180	1.5	120	1.0	1,009	8.5	304	2.6	Computer Scientists & Sys. Analysts (1510XX)
170	5.0	75	2.2	68	2.0	195	5.8	69	2.0	Mathematical Scientists (152000)
85	5.6	10	0.7	4	0.3	100	6.6	55	3.6	Actuaries (152011)
60	4.4	45	3.3	60	4.4	65	4.8	4	0.3	Operations Research Analysts (152031)
25	4.9	20	3.9	4	0.8	30	5.8	10	1.9	Misc. Math Science Occupations (1520XX)
225	0.5	1,133	2.7	181	0.4	1,901	4.6	316	0.8	Architecture & Engineering Occs. (170001)
0	0.0	75	2.2	35	1.0	88	2.5	25	0.7	Architects, Surveyors, & Cartographers (171000)
0	0.0	65	2.1	35	1.1	74	2.4	25	0.8	Architects, Except Naval (171010)
0	0.0	10	2.8	0	0.0	14	3.9	0	0.0	Surv., Cartog., & Photogrammetrists (171020)
80	0.3	694	2.5	88	0.3	1,450	5.2	217	0.8	Engineers (172000)
15	0.4	130	3.5	19	0.5	259	6.9	59	1.6	Aerospace Engineers (172011)
10	1.4	25	3.6	0	0.0	69	9.9	15	2.2	Chemical Engineers (172041)
0	0.0	105	3.1	15	0.4	164	4.8	35	1.0	Civil Engineers (172051)
10	1.2	20	2.3	0	0.0	55	6.4	4	0.5	Computer Hardware Engineers (172061)
10	0.2	44	1.0	10	0.2	210	4.9	4	0.1	Electrical & Electronics Engineers (172070)
0	0.0	15	2.7	0	0.0	0	0.0	4	0.7	Environmental Engineers (172081)
35	1.0	95	2.8	30	0.9	84	2.5	30	0.9	Ind. Engineers, Incl. Health & Safety (172110)
0	0.0	20	2.4	0	0.0	8	1.0	4	0.5	Marine Engineers & Naval Architects (172121)
0	0.0	15	1.8	4	0.5	30	3.6	0	0.0	Materials Engineers (172131)
0	0.0	130	3.0	0	0.0	188	4.3	24	0.5	Mechanical Engineers (172141)
0	0.0	0	0.0	0	0.0	15	4.6	0	0.0	Nuclear Engineers (172161)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Petroleum, Mining & Geological Engrs. (1721XX)
0	0.0	95	2.0	10	0.2	368	7.9	38	0.8	Miscellaneous Engineers, Incl. Agric. (172XXX)
145	1.4	364	3.6	58	0.6	363	3.6	74	0.7	Drafters, Engrng, & Mapping Techs. (173000)
15	0.5	45	1.4	10	0.3	43	1.3	14	0.4	Drafters (173010)
130	2.1	315	5.1	44	0.7	320	5.2	40	0.7	Engineering Technicians, Exc. Drafters (173020)
0	0.0	4	0.5	4	0.5	0	0.0	20	2.4	Surveying & Mapping Technicians (173031)
372	1.9	319	1.6	332	1.7	1,386	7.0	956	4.8	Life, Physical, & Social Science Occs. (190001)
89	2.4	68	1.8	24	0.6	444	11.9	278	7.4	Life Scientists (191000)
0	0.0	0	0.0	0	0.0	0	0.0	15	4.5	Agricultural & Food Scientists (191010)
4	0.4	4	0.4	10	1.1	70	7.6	60	6.5	Biological Scientists (191020)
0	0.0	4	5.0	0	0.0	0	0.0	4	5.0	Conservation Scientists & Foresters (191030)
85	3.5	60	2.5	14	0.6	374	15.6	199	8.3	Medical Scientists (191040)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Physical Scientists (192000)	6,465	4,242	65.6	2,215	34.3	3,460	53.5	1,564	24.2	20	0.3
Astronomers & Physicists (192010)	195	169	86.7	25	12.8	155	79.5	25	12.8	0	0.0
Atmospheric & Space Scientists (192021)	80	70	87.5	4	5.0	70	87.5	4	5.0	0	0.0
Chemists & Materials Scientists (192030)	2,445	1,605	65.6	844	34.5	1,375	56.2	605	24.7	0	0.0
Environ. Scientists & Geoscientists (192040)	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	2,749	44.6	3,400	55.2	2,540	41.2	3,110	50.4	57	0.9
Economists (193011)	340	235	69.1	100	29.4	205	60.3	80	23.5	0	0.0
Market & Survey Researchers (193020)	1,705	813	47.7	889	52.1	785	46.0	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 (193051)	295	204	69.2	84	28.5	190	64.4	80	27.1	10	3.4
Misc. Soc. Scientists, Incl. Sociologists (1930XX)	415	262	63.1	149	35.9	250	60.2	145	34.9	8	1.9
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 (194011)	195	131	67.2	59	30.3	80	41.0	45	23.1	4	2.1
Biological Technicians (194021)	140	85	60.7	60	42.9	70	50.0	50	35.7	0	0.0
Chemical Technicians (194031)	1,110	798	71.9	309	27.8	620	55.9	190	17.1	50	4.5
Geological & Petroleum Technicians (194041)	60	45	75.0	15	25.0	45	75.0	15	25.0	0	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	2.2
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	71.8	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	14.0	5,860	53.7	519	4.8
Misc. Comm. & Soc. Serv. Specialists (211090)	3,430	1,199	35.0	2,235	65.2	835	24.3	1,340	39.1	245	7.1
Religious Workers (212000)	4,980	3,328	66.8	1,653	33.2	2,770	55.6	1,465	29.4	245	4.9
Clergy (212011)	3,590	2,909	81.0	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	0.0
Religious Workers, All Other (212099)	1,035	319	30.8	720	69.6	225	21.7	615	59.4	40	3.9
Legal Occupations (230001)	23,460	12,475	53.2	10,995	46.9	11,725	50.0	9,585	40.9	340	1.4
Lawyers, Judges, & Related Workers (231000)	15,575	11,221	72.0	4,351	27.9	10,650	68.4	3,795	24.4	250	1.6
Lawyers (231011)	14,610	10,702	73.3	3,908	26.7	10,170	69.6	3,420	23.4	225	1.5
Judges, Magistrates, & Other Jud. Wrks (231020)	965	519	53.8	443	45.9	480	49.7	375	38.9	25	2.6
Legal Support Workers (232000)	7,885	1,254	15.9	6,644	84.3	1,075	13.6	5,790	73.4	90	1.1
Paralegals & Legal Assistants (232011)	5,560	460	8.3	5,104	91.8	390	7.0	4,470	80.4	30	0.5
Miscellaneous Legal Support Workers (232090)	2,325	794	34.2	1,540	66.2	685	29.5	1,320	56.8	60	2.6
Education, Training, & Library Occs. (250001)	110,685	28,877	26.1	81,783	73.9	24,895	22.5	71,560	64.7	1,454	1.3
Postsecondary Teachers (251000)	16,010	8,284	51.7	7,736	48.3	6,590	41.2	6,255	39.1	440	2.7
Primary, Sec. & Special Ed. Teachers (252000)	65,730	15,198	23.1	50,510	76.8	13,965	21.2	46,010	70.0	605	0.9
Preschool & Kindergarten Teachers (252010)	7,100	219	3.1	6,873	96.8	95	1.3	5,860	82.5	40	0.6
Elementary & Middle School Teachers (252020)	42,280	9,095	21.5	33,184	78.5	8,305	19.6	30,420	71.9	410	1.0
Secondary School Teachers (252030)	12,785	5,389	42.2	7,389	57.8	5,135	40.2	6,815	53.3	115	0.9
Special Education Teachers (252040)	3,565	495	13.9	3,064	85.9	430	12.1	2,915	81.8	40	1.1
Other Teachers & Instructors (253000)	9,155	2,933	32.0	6,215	67.9	2,530	27.6	5,370	58.7	159	1.7
Librarians, Curators, & Archivists (254000)	5,145	1,088	21.1	4,062	79.0	865	16.8	3,645	70.8	75	1.5
Archivists, Curators, & Museum Techs. (254010)	805	309	38.4	499	62.0	255	31.7	435	54.0	35	4.3
Librarians (254021)	3,445	474	13.8	2,970	86.2	375	10.9	2,675	77.6	0	0.0
Library Technicians (254031)	895	305	34.1	593	66.3	235	26.3	535	59.8	40	4.5
Other Educ., Training, & Library Occs. (259000)	14,645	1,374	9.4	13,260	90.5	945	6.5	10,280	70.2	175	1.2
Teacher Assistants (259041)	13,885	1,084	7.8	12,790	92.1	710	5.1	9,840	70.9	155	1.1
Other Educ., Training, & Library Wrks (2590XX)	760	290	38.2	470	61.8	235	30.9	440	57.9	20	2.6
Arts, Des., Entert., Sports, & Media Occs. (270001)	38,310	20,177	52.7	18,059	47.1	18,080	47.2	16,360	42.7	823	2.1
Art & Design Workers (271000)	15,780	7,238	45.9	8,527	54.0	6,610	41.9	7,870	49.9	210	1.3
Artists & Related Workers (271010)	3,360	1,664	49.5	1,682	50.1	1,560	46.4	1,555	46.3	35	1.0

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Black Non-Hispanic		Hispanic In Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
53	0.8	113	1.7	134	2.1	649	10.0	464	7.2	Physical Scientists (192000)
0	0.0	4	2.1	0	0.0	10	5.1	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	0.2	45	1.8	75	3.1	185	7.6	160	6.5	Chemists & Materials Scientists (192030)
0	0.0	4	0.5	10	1.3	19	2.6	0	0.0	Environ. Scientists & Geoscientists (192040)
49	1.6	60	2.0	49	1.6	435	14.5	304	10.1	Physical Scientists, All Other (192099)
80	1.3	44	0.7	79	1.3	108	1.8	131	2.1	Social Scientists & Related Workers (193000)
0	0.0	15	4.4	10	2.9	15	4.4	10	2.9	Economists (193011)
25	1.5	4	0.2	24	1.4	20	1.2	65	3.8	Market & Survey Researchers (193020)
55	1.6	25	0.7	45	1.3	65	1.9	48	1.4	Psychologists (193030)
0	0.0	0	0.0	0	0.0	4	1.4	4	1.4	Urban & Regional Planners (193051)
0	0.0	0	0.0	0	0.0	4	1.0	4	1.0	Misc. Soc. Scientists, Incl. Sociologists (1930XX)
150	4.5	94	2.8	95	2.8	185	5.5	83	2.5	Life, Physical, & Soc. Science Techs. (194000)
0	0.0	35	17.9	10	5.1	12	6.2	4	2.1	Agric. & Food Science Technicians (194011)
0	0.0	0	0.0	0	0.0	15	10.7	10	7.1	Biological Technicians (194021)
65	5.9	45	4.1	35	3.2	83	7.5	19	1.7	Chemical Technicians (194031)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Geological & Petroleum Technicians (194041)
85	4.6	14	0.8	50	2.7	75	4.1	50	2.7	Misc. Life, Phy., & Soc. Sci. Techs. (1940XX)
3,015	10.8	669	2.4	1,764	6.3	367	1.3	377	1.3	Community & Social Services Occs. (210001)
2,950	12.8	570	2.5	1,705	7.4	153	0.7	313	1.4	Counselors, Soc. Workers, & Others (211000)
960	11.1	175	2.0	400	4.6	70	0.8	79	0.9	Counselors (211010)
1,515	13.9	305	2.8	965	8.8	54	0.5	154	1.4	Social Workers (211020)
475	13.8	90	2.6	340	9.9	29	0.8	80	2.3	Misc. Comm. & Soc. Serv. Specialists (211090)
65	1.3	99	2.0	59	1.2	214	4.3	64	1.3	Religious Workers (212000)
35	1.0	85	2.4	14	0.4	174	4.8	30	0.8	Clergy (212011)
0	0.0	0	0.0	0	0.0	0	0.0	4	1.1	Directors, Religious Activities & Educ. (212021)
30	2.9	14	1.4	45	4.3	40	3.9	30	2.9	Religious Workers, All Other (212099)
634	2.7	114	0.5	470	2.0	296	1.3	306	1.3	Legal Occupations (230001)
249	1.6	65	0.4	155	1.0	256	1.6	152	1.0	Lawyers, Judges, & Related Workers (231000)
205	1.4	65	0.4	145	1.0	242	1.7	138	0.9	Lawyers (231011)
44	4.6	0	0.0	10	1.0	14	1.5	14	1.5	Judges, Magistrates, & Other Jud. Wrks (231020)
385	4.9	49	0.6	315	4.0	40	0.5	154	2.0	Legal Support Workers (232000)
305	5.5	25	0.4	220	4.0	15	0.3	109	2.0	Paralegals & Legal Assistants (232011)
80	3.4	24	1.0	95	4.1	25	1.1	45	1.9	Miscellaneous Legal Support Workers (232090)
4,218	3.8	1,184	1.1	3,719	3.4	1,344	1.2	2,286	2.1	Education, Training, & Library Occs. (250001)
399	2.5	385	2.4	405	2.5	869	5.4	677	4.2	Postsecondary Teachers (251000)
1,909	2.9	419	0.6	1,650	2.5	209	0.3	941	1.4	Primary, Sec. & Special Ed. Teachers (252000)
465	6.5	74	1.0	405	5.7	10	0.1	143	2.0	Preschool & Kindergarten Teachers (252010)
1,139	2.7	225	0.5	980	2.3	155	0.4	645	1.5	Elementary & Middle School Teachers (252020)
245	1.9	95	0.7	200	1.6	44	0.3	129	1.0	Secondary School Teachers (252030)
60	1.7	25	0.7	65	1.8	0	0.0	24	0.7	Special Education Teachers (252040)
385	4.2	130	1.4	225	2.5	114	1.2	235	2.6	Other Teachers & Instructors (253000)
150	2.9	50	1.0	94	1.8	98	1.9	173	3.4	Librarians, Curators, & Archivists (254000)
20	2.5	0	0.0	0	0.0	19	2.4	44	5.5	Archivists, Curators, & Museum Techs. (254010)
95	2.8	30	0.9	90	2.6	69	2.0	110	3.2	Librarians (254021)
35	3.9	20	2.2	4	0.4	10	1.1	19	2.1	Library Technicians (254031)
1,375	9.4	200	1.4	1,345	9.2	54	0.4	260	1.8	Other Educ., Training, & Library Occs. (259000)
1,345	9.7	175	1.3	1,345	9.7	44	0.3	260	1.9	Teacher Assistants (259041)
30	3.9	25	3.3	0	0.0	10	1.3	0	0.0	Other Educ., Training, & Library Wrks (2590XX)
480	1.3	712	1.9	709	1.9	562	1.5	510	1.3	Arts, Des., Entert., Sports, & Media Occs. (270001)
190	1.2	225	1.4	240	1.5	193	1.2	227	1.4	Art & Design Workers (271000)
30	0.9	45	1.3	35	1.0	24	0.7	62	1.8	Artists & Related Workers (271010)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Designers (271020)	12,420	5,574	44.9	6,845	55.1	5,050	40.7	6,315	50.8	175	1.4
Entertainers & Perf., Sports & Rel. Wrks. (272000)	7,925	5,060	63.8	2,830	35.7	4,370	55.1	2,670	33.7	344	4.3
Actors (272011)	295	160	54.2	134	45.4	120	40.7	100	33.9	10	3.4
Producers & Directors (272012)	2,000	1,233	61.7	764	38.2	1,115	55.8	700	35.0	69	3.5
Athletes, Coaches, Umps, & Rel. Wrks (272020)	3,190	2,235	70.1	948	29.7	1,915	60.0	920	28.8	155	4.9
Dancers & Choreographers (272030)	155	50	32.3	98	63.2	50	32.3	90	58.1	0	0.0
Musicians, Singers, & Rel. Workers (272040)	2,045	1,258	61.5	778	38.0	1,095	53.5	760	37.2	85	4.2
Ent. & Perf., Sports & Rel. Wrks, All Other (272099)	240	124	51.7	108	45.0	75	31.3	100	41.7	25	10.4
Media & Communication Workers (273000)	11,555	5,576	48.3	5,957	51.6	5,070	43.9	5,195	45.0	159	1.4
Announcers (273010)	620	544	87.7	80	12.9	425	68.5	55	8.9	45	7.3
News Analysts, Reporters & Corresp. (273020)	1,250	750	60.0	500	40.0	720	57.6	430	34.4	20	1.6
Public Relations Specialists (273031)	1,850	653	35.3	1,184	64.0	590	31.9	1,105	59.7	20	1.1
Editors (273041)	3,185	1,420	44.6	1,762	55.3	1,330	41.8	1,605	50.4	10	0.3
Technical Writers (273042)	1,050	593	56.5	454	43.2	520	49.5	370	35.2	40	3.8
Writers & Authors (273043)	2,765	1,314	47.5	1,448	52.4	1,245	45.0	1,370	49.5	20	0.7
Misc. Media & Comm. Workers (273090)	835	302	36.2	529	63.4	240	28.7	260	31.1	4	0.5
Media & Comm. Equipment Workers (274000)	3,050	2,303	75.5	745	24.4	2,030	66.6	625	20.5	110	3.6
Photographers (274021)	1,590	1,104	69.4	485	30.5	970	61.0	405	25.5	30	1.9
TV, Video, & Motion Pict. Camera Oper. (274030)	390	305	78.2	90	23.1	285	73.1	60	15.4	0	0.0
BC & Sound Engrng. Techs, Etc. (2740XX)	1,070	894	83.6	170	15.9	775	72.4	160	15.0	80	7.5
Healthcare Practitioners & Tech. Occs. (290001)	85,625	21,547	25.2	64,047	74.8	18,134	21.2	55,190	64.5	856	1.0
Health Diag. & Treating Practitioners (291000)	61,470	16,694	27.2	44,782	72.9	14,139	23.0	39,460	64.2	531	0.9
Chiropractors (291011)	615	430	69.9	184	29.9	430	69.9	130	21.1	0	0.0
Dentists (291020)	2,360	2,065	87.5	294	12.5	1,890	80.1	190	8.1	80	3.4
Dietitians & Nutritionists (291031)	1,210	114	9.4	1,100	90.9	80	6.6	905	74.8	30	2.5
Optometrists (291041)	385	265	68.8	124	32.2	265	68.8	120	31.2	0	0.0
Pharmacists (291051)	2,420	1,294	53.5	1,130	46.7	1,265	52.3	1,035	42.8	4	0.2
Physicians & Surgeons (291060)	11,350	8,400	74.0	2,944	25.9	6,830	60.2	2,140	18.9	195	1.7
Physician Assistants (291071)	980	255	26.0	727	74.2	205	20.9	640	65.3	0	0.0
Podiatrists (291081)	160	149	93.1	15	9.4	145	90.6	15	9.4	0	0.0
Registered Nurses (291111)	33,335	2,113	6.3	31,220	93.7	1,660	5.0	27,610	82.8	135	0.4
Audiologists (291121)	180	20	11.1	160	88.9	20	11.1	160	88.9	0	0.0
Occupational Therapists (291122)	1,065	30	2.8	1,040	97.7	30	2.8	1,000	93.9	0	0.0
Physical Therapists (291123)	2,315	418	18.1	1,893	81.8	340	14.7	1,755	75.8	44	1.9
Radiation Therapists (291124)	210	35	16.7	175	83.3	35	16.7	175	83.3	0	0.0
Recreational Therapists (291125)	625	64	10.2	565	90.4	50	8.0	535	85.6	10	1.6
Respiratory Therapists (291126)	1,035	335	32.4	704	68.0	250	24.2	665	64.3	25	2.4
Speech-Language Pathologists (291127)	1,320	49	3.7	1,269	96.1	35	2.7	1,220	92.4	4	0.3
Therapists, All Other (291129)	930	234	25.2	694	74.6	230	24.7	640	68.8	4	0.4
Veterinarians (291131)	875	412	47.1	460	52.6	375	42.9	445	50.9	0	0.0
Health Diag. & Treating Pract., All Other (291199)	100	12	12.0	84	84.0	4	4.0	80	80.0	0	0.0
Health Technologists & Technicians (292000)	22,995	4,284	18.6	18,681	81.2	3,490	15.2	15,295	66.5	275	1.2
Clinical Lab Technologists & Techs. (292010)	4,205	878	20.9	3,318	78.9	670	15.9	2,585	61.5	55	1.3
Dental Hygienists (292021)	2,140	30	1.4	2,110	98.6	30	1.4	2,020	94.4	0	0.0
Diagnostic-Rel. Technologists & Techs. (292030)	3,010	640	21.3	2,369	78.7	500	16.6	2,220	73.8	35	1.2
Emergency Med. Techs & Paramedics (292041)	1,175	832	70.8	335	28.5	800	68.1	325	27.7	10	0.9
Health Diag & Treat. Pract. Supp. Techs. (292050)	3,800	704	18.5	3,094	81.4	505	13.3	2,555	67.2	70	1.8
Lic. Practical & Lic. Vocational Nurses (292061)	6,380	389	6.1	5,992	93.9	290	4.5	4,495	70.5	35	0.5
Medical Records & Health Info. Techs. (292071)	755	100	13.2	655	86.8	85	11.3	455	60.3	0	0.0
Opticians, Dispensing (292081)	585	358	61.2	225	38.5	330	56.4	190	32.5	20	3.4
Misc. Health Technologists & Techs. (292090)	945	353	37.4	583	61.7	280	29.6	450	47.6	50	5.3
Other Healthcare Pract. & Tech. Occs. (299000)	1,160	569	49.1	584	50.3	505	43.5	435	37.5	50	4.3

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
160	1.3	180	1.4	205	1.7	169	1.4	165	1.3	Designers (271020)
77	1.0	169	2.1	61	0.8	177	2.2	22	0.3	Entertainers & Perf., Sports & Rel. Wrkrs. (272000)
20	6.8	15	5.1	14	4.7	15	5.1	0	0.0	Actors (272011)
45	2.3	25	1.3	19	0.9	24	1.2	0	0.0	Producers & Directors (272012)
4	0.1	85	2.7	14	0.4	80	2.5	10	0.3	Athletes, Coaches, Umps, & Rel. Wrkrs (272020)
0	0.0	0	0.0	4	2.6	0	0.0	4	2.6	Dancers & Choreographers (272030)
4	0.2	24	1.2	10	0.5	54	2.6	4	0.2	Musicians, Singers, & Rel. Workers (272040)
4	1.7	20	8.3	0	0.0	4	1.7	4	1.7	Ent. & Perf., Sports & Rel. Wrkrs, All Other (272099)
183	1.6	203	1.8	333	2.9	144	1.2	246	2.1	Media & Communication Workers (273000)
0	0.0	55	8.9	15	2.4	19	3.1	10	1.6	Announcers (273010)
20	1.6	0	0.0	20	1.6	10	0.8	30	2.4	News Analysts, Reporters & Corresp. (273020)
45	2.4	35	1.9	10	0.5	8	0.4	24	1.3	Public Relations Specialists (273031)
64	2.0	55	1.7	39	1.2	25	0.8	54	1.7	Editors (273041)
4	0.4	15	1.4	30	2.9	18	1.7	50	4.8	Technical Writers (273042)
35	1.3	24	0.9	4	0.1	25	0.9	39	1.4	Writers & Authors (273043)
15	1.8	19	2.3	215	25.7	39	4.7	39	4.7	Misc. Media & Comm. Workers (273090)
30	1.0	115	3.8	75	2.5	48	1.6	15	0.5	Media & Comm. Equipment Workers (274000)
20	1.3	90	5.7	45	2.8	14	0.9	15	0.9	Photographers (274021)
0	0.0	10	2.6	30	7.7	10	2.6	0	0.0	TV, Video, & Motion Pict. Camera Oper. (274030)
10	0.9	15	1.4	0	0.0	24	2.2	0	0.0	BC & Sound Engring. Techs, Etc. (2740XX)
4,243	5.0	807	0.9	1,818	2.1	1,750	2.0	2,796	3.3	Healthcare Practitioners & Tech. Occs. (290001)
2,184	3.6	522	0.8	989	1.6	1,502	2.4	2,149	3.5	Health Diag. & Treating Practitioners (291000)
0	0.0	0	0.0	50	8.1	0	0.0	4	0.7	Chiropractors (291011)
30	1.3	65	2.8	25	1.1	30	1.3	49	2.1	Dentists (291020)
90	7.4	4	0.3	40	3.3	0	0.0	65	5.4	Dietitians & Nutritionists (291031)
0	0.0	0	0.0	0	0.0	0	0.0	4	1.0	Optometrists (291041)
15	0.6	0	0.0	20	0.8	25	1.0	60	2.5	Pharmacists (291051)
75	0.7	245	2.2	110	1.0	1,130	10.0	619	5.5	Physicians & Surgeons (291060)
20	2.0	40	4.1	55	5.6	10	1.0	12	1.2	Physician Assistants (291071)
0	0.0	0	0.0	0	0.0	4	2.5	0	0.0	Podiatrists (291081)
1,840	5.5	85	0.3	555	1.7	233	0.7	1,215	3.6	Registered Nurses (291111)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Audiologists (291121)
15	1.4	0	0.0	0	0.0	0	0.0	25	2.3	Occupational Therapists (291122)
35	1.5	0	0.0	45	1.9	34	1.5	58	2.5	Physical Therapists (291123)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Radiation Therapists (291124)
10	1.6	0	0.0	20	3.2	4	0.6	0	0.0	Recreational Therapists (291125)
15	1.4	40	3.9	0	0.0	20	1.9	24	2.3	Respiratory Therapists (291126)
20	1.5	10	0.8	29	2.2	0	0.0	0	0.0	Speech-Language Pathologists (291127)
4	0.4	0	0.0	40	4.3	0	0.0	10	1.1	Therapists, All Other (291129)
15	1.7	29	3.3	0	0.0	8	0.9	0	0.0	Veterinarians (291131)
0	0.0	4	4.0	0	0.0	4	4.0	4	4.0	Health Diag. & Treating Pract., All Other (291199)
1,969	8.6	271	1.2	809	3.5	248	1.1	608	2.6	Health Technologists & Technicians (292000)
300	7.1	55	1.3	145	3.4	98	2.3	288	6.8	Clinical Lab Technologists & Techs. (292010)
25	1.2	0	0.0	35	1.6	0	0.0	30	1.4	Dental Hygienists (292021)
99	3.3	30	1.0	30	1.0	75	2.5	20	0.7	Diagnostic-Rel. Technologists & Techs. (292030)
0	0.0	8	0.7	0	0.0	14	1.2	10	0.9	Emergency Med. Techs & Paramedics (292041)
240	6.3	105	2.8	245	6.4	24	0.6	54	1.4	Health Diag & Treat. Pract. Supp. Techs. (292050)
1,125	17.6	50	0.8	200	3.1	14	0.2	172	2.7	Lic. Practical & Lic. Vocational Nurses (292061)
75	9.9	0	0.0	115	15.2	15	2.0	10	1.3	Medical Records & Health Info. Techs. (292071)
15	2.6	4	0.7	20	3.4	4	0.7	0	0.0	Opticians, Dispensing (292081)
90	9.5	19	2.0	19	2.0	4	0.4	24	2.5	Misc. Health Technologists & Techs. (292090)
90	7.8	14	1.2	20	1.7	0	0.0	39	3.4	Other Healthcare Pract. & Tech. Occs. (299000)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
SERVICE OCCUPATIONS (310000)	256,275	114,573	44.7	141,548	55.2	78,060	30.5	99,039	38.6	13,303	5.2
<i>Healthcare Support Occupations (310001)</i>	43,250	5,392	12.5	37,857	87.5	3,060	7.1	23,020	53.2	1,365	3.2
Nursing, Psych., & Home Health Aides (311000)	29,895	3,694	12.4	26,210	87.7	2,050	6.9	13,465	45.0	960	3.2
Nursing, Psych., & Home Health Aides (311010)	29,895	3,694	12.4	26,210	87.7	2,050	6.9	13,465	45.0	960	3.2
Occ. & Phys. Therapist Assistants & Aides (312000)	835	174	20.8	659	78.9	140	16.8	565	67.7	20	2.4
Occ. Therapist Assistants & Aides (312010)	140	10	7.1	130	92.9	10	7.1	130	92.9	0	0.0
Physical Therapist Assistants & Aides (312020)	695	164	23.6	529	76.1	130	18.7	435	62.6	20	2.9
Other Healthcare Support Occupations (319000)	12,520	1,524	12.2	10,988	87.8	870	6.9	8,990	71.8	385	3.1
Massage Therapists (319011)	990	200	20.2	789	79.7	175	17.7	735	74.2	10	1.0
Dental Assistants (319091)	3,165	45	1.4	3,120	98.6	20	0.6	2,660	84.0	0	0.0
Med. Assist. & Other Health Supp. Occs (31909X)	8,365	1,279	15.3	7,079	84.6	675	8.1	5,595	66.9	375	4.5
<i>Protective Service Occupations (330001)</i>	33,185	27,605	83.2	5,550	16.7	21,235	64.0	3,904	11.8	3,454	10.4
First-Line Super./Mgr., Protective Serv. Wrkr (331000)	3,905	3,441	88.1	441	11.3	2,870	73.5	319	8.2	345	8.8
First-Line Super./Mgrs. of Correct. Offrs (331011)	455	314	69.0	135	29.7	215	47.3	95	20.9	65	14.3
First-Line Super./Mgrs. of Police & Det. (331012)	1,430	1,323	92.5	99	6.9	1,175	82.2	60	4.2	95	6.6
First-Line Super./Mgrs. of Fire Fighters (331021)	705	695	98.6	4	0.6	635	90.1	4	0.6	50	7.1
Super., Protect. Serv. Wrkrs, All Other (331099)	1,315	1,109	84.3	203	15.4	845	64.3	160	12.2	135	10.3
Fire Fighting & Prevention Workers (332000)	4,140	4,068	98.3	75	1.8	3,435	83.0	75	1.8	289	7.0
Fire Fighters (332011)	3,810	3,759	98.7	55	1.4	3,165	83.1	55	1.4	264	6.9
Fire Inspectors (332020)	330	309	93.6	20	6.1	270	81.8	20	6.1	25	7.6
Law Enforcement Workers (333000)	11,845	10,062	84.9	1,793	15.1	8,030	67.8	1,155	9.8	1,095	9.2
Bailiffs, Correctional Officers, & Jailers (333010)	3,595	2,818	78.4	769	21.4	2,005	55.8	410	11.4	525	14.6
Detectives & Criminal Investigators (333021)	1,200	970	80.8	234	19.5	820	68.3	165	13.8	35	2.9
Police Officers (333050)	7,025	6,249	89.0	790	11.2	5,180	73.7	580	8.3	535	7.6
Misc. Law Enforcement Workers (3330XX)	25	25	100.0	0	0.0	25	100.0	0	0.0	0	0.0
Other Protective Service Workers (339000)	13,295	10,034	75.5	3,241	24.4	6,900	51.9	2,355	17.7	1,725	13.0
Animal Control Workers (339011)	210	120	57.1	85	40.5	100	47.6	85	40.5	10	4.8
Private Detectives & Investigators (339021)	615	414	67.3	199	32.4	335	54.5	195	31.7	25	4.1
Sec. Guards & Gaming Surv. Officers (339030)	9,660	7,857	81.3	1,793	18.6	5,135	53.2	1,165	12.1	1,575	16.3
Crossing Guards (339091)	775	389	50.2	384	49.5	345	44.5	275	35.5	25	3.2
Lifeguards & Other Prot. Serv. Wrkrs (33909X)	2,035	1,254	61.6	780	38.3	985	48.4	635	31.2	90	4.4
<i>Food Prep. & Serving-Rel. Occupations (350001)</i>	75,195	34,225	45.5	40,913	54.4	21,935	29.2	32,745	43.5	3,582	4.8
Supervisors, Food Prep. & Serv. Wrkrs (351000)	10,415	6,953	66.8	3,456	33.2	5,060	48.6	2,645	25.4	644	6.2
Chefs & Head Cooks (351011)	5,315	4,373	82.3	937	17.6	3,300	62.1	775	14.6	304	5.7
First-Line Super./Mgrs. of Food Workers (351012)	5,100	2,580	50.6	2,519	49.4	1,760	34.5	1,870	36.7	340	6.7
Cooks & Food Preparation Workers (352000)	22,545	13,438	59.6	9,111	40.4	7,150	31.7	6,485	28.8	1,775	7.9
Cooks (352010)	15,345	10,063	65.6	5,282	34.4	5,255	34.2	3,770	24.6	1,380	9.0
Food Preparation Workers (352021)	7,200	3,375	46.9	3,829	53.2	1,895	26.3	2,715	37.7	395	5.5
Food & Beverage Serving Workers (353000)	32,705	9,054	27.7	23,625	72.2	6,840	20.9	19,910	60.9	709	2.2
Bartenders (353011)	3,570	1,749	49.0	1,808	50.6	1,585	44.4	1,735	48.6	20	0.6
Comb Food Prep/Serv., Incl. Fast Food (353021)	4,295	1,548	36.0	2,741	63.8	970	22.6	2,190	51.0	230	5.4
Counter Attend., Caf�, Food Conc., Etc. (353022)	3,035	869	28.6	2,158	71.1	700	23.1	1,750	57.7	44	1.4
Waiters & Waitresses (353031)	20,015	4,329	21.6	15,689	78.4	3,250	16.2	13,440	67.1	295	1.5
Food Servers, Non-restaurant (353041)	1,790	559	31.2	1,229	68.7	335	18.7	795	44.4	120	6.7
Other Food Prep. & Serv. Rel. Workers (359000)	9,530	4,780	50.2	4,721	49.5	2,885	30.3	3,705	38.9	454	4.8
Dishwashers (359021)	3,195	2,553	79.9	632	19.8	1,390	43.5	385	12.1	219	6.9
Hosts/Hostesses, Rest., Lounge, Etc. (359031)	1,810	273	15.1	1,530	84.5	200	11.0	1,305	72.1	45	2.5
Misc. Food Prep & Serving Rel. Workers (3590XX)	4,525	1,954	43.2	2,559	56.6	1,295	28.6	2,015	44.5	190	4.2
<i>Bldg & Grounds Cleaning & Maint. Occs. (370001)</i>	55,005	36,519	66.4	18,468	33.6	23,820	43.3	9,990	18.2	3,764	6.8
Super., Bldg & Grnds Clean & Maint. Wrkrs (371000)	3,625	2,874	79.3	750	20.7	2,235	61.7	445	12.3	255	7.0
First-Line Supr./Mgrs. of Housekeeping Etc. (371011)	2,040	1,379	67.6	655	32.1	965	47.3	350	17.2	180	8.8
First-Line Supr./Mgrs. of Landscaping, Etc. (371012)	1,585	1,495	94.3	95	6.0	1,270	80.1	95	6.0	75	4.7

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Black Non-Hispanic		Hispanic In Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
19,647	7.7	17,425	6.8	16,248	6.3	5,785	2.3	6,614	2.6	SERVICE OCCUPATIONS (310000)
9,243	21.4	500	1.2	3,849	8.9	467	1.1	1,745	4.0	<i>Healthcare Support Occupations (310001)</i>
8,245	27.6	330	1.1	3,075	10.3	354	1.2	1,425	4.8	Nursing, Psych., & Home Health Aides (311000)
8,245	27.6	330	1.1	3,075	10.3	354	1.2	1,425	4.8	Nursing, Psych., & Home Health Aides (311010)
50	6.0	10	1.2	4	0.5	4	0.5	40	4.8	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)
50	7.2	10	1.4	4	0.6	4	0.6	40	5.8	Physical Therapist Assistants & Aides (312020)
948	7.6	160	1.3	770	6.2	109	0.9	280	2.2	Other Healthcare Support Occupations (319000)
14	1.4	15	1.5	20	2.0	0	0.0	20	2.0	Massage Therapists (319011)
130	4.1	25	0.8	270	8.5	0	0.0	60	1.9	Dental Assistants (319091)
804	9.6	120	1.4	480	5.7	109	1.3	200	2.4	Med. Assist. & Other Health Supp. Occs (31909X)
973	2.9	2,233	6.7	453	1.4	683	2.1	220	0.7	Protective Service Occupations (330001)
49	1.3	184	4.7	29	0.7	42	1.1	44	1.1	First-Line Super./Mgr., Protective Serv. Wrkr (331000)
30	6.6	34	7.5	0	0.0	0	0.0	10	2.2	First-Line Super./Mgrs. of Correct. Offrs (331011)
15	1.0	45	3.1	4	0.3	8	0.6	20	1.4	First-Line Super./Mgrs. of Police & Det. (331012)
0	0.0	10	1.4	0	0.0	0	0.0	0	0.0	First-Line Super./Mgrs. of Fire Fighters (331021)
4	0.3	95	7.2	25	1.9	34	2.6	14	1.1	Super., Protect. Serv. Wrkrs, All Other (331099)
0	0.0	314	7.6	0	0.0	30	0.7	0	0.0	Fire Fighting & Prevention Workers (332000)
0	0.0	300	7.9	0	0.0	30	0.8	0	0.0	Fire Fighters (332011)
0	0.0	14	4.2	0	0.0	0	0.0	0	0.0	Fire Inspectors (332020)
385	3.3	740	6.2	204	1.7	197	1.7	49	0.4	Law Enforcement Workers (333000)
250	7.0	205	5.7	85	2.4	83	2.3	24	0.7	Bailiffs, Correctional Officers, & Jailers (333010)
50	4.2	85	7.1	19	1.6	30	2.5	0	0.0	Detectives & Criminal Investigators (333021)
85	1.2	450	6.4	100	1.4	84	1.2	25	0.4	Police Officers (333050)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Misc. Law Enforcement Workers (3330XX)
539	4.1	995	7.5	220	1.7	414	3.1	127	1.0	Other Protective Service Workers (339000)
0	0.0	0	0.0	0	0.0	10	4.8	0	0.0	Animal Control Workers (339011)
4	0.7	40	6.5	0	0.0	14	2.3	0	0.0	Private Detectives & Investigators (339021)
415	4.3	825	8.5	125	1.3	322	3.3	88	0.9	Sec. Guards & Gaming Surv. Officers (339030)
55	7.1	15	1.9	40	5.2	4	0.5	14	1.8	Crossing Guards (339091)
65	3.2	115	5.7	55	2.7	64	3.1	25	1.2	Lifeguards & Other Prot. Serv. Wrkrs (33909X)
2,858	3.8	6,139	8.2	3,653	4.9	2,569	3.4	1,657	2.2	Food Prep. & Serving-Rel. Occupations (350001)
375	3.6	705	6.8	250	2.4	544	5.2	186	1.8	Supervisors, Food Prep. & Serv. Wrkrs (351000)
70	1.3	380	7.1	0	0.0	389	7.3	92	1.7	Chefs & Head Cooks (351011)
305	6.0	325	6.4	250	4.9	155	3.0	94	1.8	First-Line Super./Mgrs. of Food Workers (351012)
885	3.9	3,385	15.0	1,320	5.9	1,128	5.0	421	1.9	Cooks & Food Preparation Workers (352000)
460	3.0	2,505	16.3	780	5.1	923	6.0	272	1.8	Cooks (352010)
425	5.9	880	12.2	540	7.5	205	2.8	149	2.1	Food Preparation Workers (352021)
1,183	3.6	900	2.8	1,654	5.1	605	1.8	878	2.7	Food & Beverage Serving Workers (353000)
14	0.4	90	2.5	4	0.1	54	1.5	55	1.5	Bartenders (353011)
249	5.8	215	5.0	240	5.6	133	3.1	62	1.4	Comb Food Prep/Serv., Incl. Fast Food (353021)
95	3.1	75	2.5	210	6.9	50	1.6	103	3.4	Counter Attend., Café., Food Conc., Etc. (353022)
590	2.9	475	2.4	1,075	5.4	309	1.5	584	2.9	Waiters & Waitresses (353031)
235	13.1	45	2.5	125	7.0	59	3.3	74	4.1	Food Servers, Non-restaurant (353041)
415	4.4	1,149	12.1	429	4.5	292	3.1	172	1.8	Other Food Prep. & Serv. Rel. Workers (359000)
170	5.3	815	25.5	59	1.8	129	4.0	18	0.6	Dishwashers (359021)
35	1.9	4	0.2	130	7.2	24	1.3	60	3.3	Hosts/Hostesses, Rest., Lounge, Etc. (359031)
210	4.6	330	7.3	240	5.3	139	3.1	94	2.1	Misc. Food Prep & Serving Rel. Workers (3590XX)
2,435	4.4	7,630	13.9	4,835	8.8	1,305	2.4	1,208	2.2	Bldng & Grounds Cleaning & Maint. Occs. (370001)
115	3.2	345	9.5	165	4.6	39	1.1	25	0.7	Super., Bldng & Gmnds Clean & Maint. Wrkrs (371000)
115	5.6	195	9.6	165	8.1	39	1.9	25	1.2	First-Line Supr./Mgrs. of Housekeeping Etc. (371011)
0	0.0	150	9.5	0	0.0	0	0.0	0	0.0	First-Line Supr./Mgrs. of Landscaping, Etc. (371012)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Building Cleaning & Pest Control Workers (372000)	37,635	20,826	55.3	16,798	44.6	12,915	34.3	8,725	23.2	2,899	7.7
Maids & Housekeeping Cleaners (372012)	13,965	2,107	15.1	11,854	84.9	770	5.5	5,970	42.7	429	3.1
Janitors & Building Cleaners (37201X)	23,190	18,264	78.8	4,914	21.2	11,800	50.9	2,725	11.8	2,380	10.3
Pest Control Workers (372021)	480	455	94.8	30	6.3	345	71.9	30	6.3	90	18.8
Grounds Maintenance Workers (373000)	13,745	12,819	93.3	920	6.7	8,670	63.1	820	6.0	610	4.4
Grounds Maintenance Workers (373010)	13,745	12,819	93.3	920	6.7	8,670	63.1	820	6.0	610	4.4
Personal Care & Service Occupations (390001)	49,640	10,832	21.8	38,760	78.1	8,010	16.1	29,380	59.2	1,138	2.3
Super., Personal Care & Service Workers (391000)	3,130	1,569	50.1	1,560	49.8	1,275	40.7	1,250	39.9	54	1.7
First-Line Super./Mgrs. of Gaming Workers (391010)	1,340	860	64.2	480	35.8	685	51.1	375	28.0	50	3.7
First-Line Super./Mgrs. of Pers. Serv. Wrkrs (391021)	1,790	709	39.6	1,080	60.3	590	33.0	875	48.9	4	0.2
Animal Care & Service Workers (392000)	2,150	569	26.5	1,578	73.4	455	21.2	1,465	68.1	20	0.9
Animal Trainers (392011)	420	120	28.6	300	71.4	105	25.0	285	67.9	0	0.0
Non-farm Animal Caretakers (392021)	1,730	449	26.0	1,278	73.9	350	20.2	1,180	68.2	20	1.2
Entert. Attendants & Related Workers (393000)	5,205	2,758	53.0	2,426	46.6	2,030	39.0	1,710	32.9	255	4.9
Gaming Services Workers (393010)	2,540	1,324	52.1	1,212	47.7	890	35.0	825	32.5	145	5.7
Motion Picture Projectionists (393021)	90	90	100.0	0	0.0	70	77.8	0	0.0	0	0.0
Ushers, Lobby Attend., & Ticket Takers (393031)	585	419	71.6	155	26.5	340	58.1	105	17.9	15	2.6
Misc. Entertainment Attend. & Rel Wrkrs (393090)	1,990	925	46.5	1,059	53.2	730	36.7	780	39.2	95	4.8
Funeral Service Workers (394000)	145	145	100.0	0	0.0	145	100.0	0	0.0	0	0.0
Personal Appearance Workers (395000)	10,590	2,014	19.0	8,578	81.0	1,435	13.6	6,995	66.1	230	2.2
Barbers (395011)	1,025	780	76.1	249	24.3	515	50.2	205	20.0	190	18.5
Hairdressers, Stylists, & Cosmetologists (395012)	8,285	1,079	13.0	7,200	86.9	920	11.1	6,005	72.5	40	0.5
Misc. Personal Appearance Workers (395090)	1,280	155	12.1	1,129	88.2	0	0.0	785	61.3	0	0.0
Transp., Tourism, & Lodging Attendants (396000)	1,470	498	33.9	953	64.8	380	25.9	715	48.6	60	4.1
Baggage Porters, Bellhops, & Concierges (396010)	300	234	78.0	60	20.0	175	58.3	50	16.7	15	5.0
Tour & Travel Guides (396020)	310	135	43.5	170	54.8	110	35.5	150	48.4	15	4.8
Transportation Attendants (396030)	860	129	15.0	723	84.1	95	11.0	515	59.9	30	3.5
Other Personal Care & Service Workers (399000)	26,950	3,279	12.2	23,665	87.8	2,290	8.5	17,245	64.0	519	1.9
Child Care Workers (399011)	18,430	1,032	5.6	17,395	94.4	645	3.5	12,460	67.6	194	1.1
Personal & Home Care Aides (399021)	3,135	390	12.4	2,748	87.7	280	8.9	1,720	54.9	85	2.7
Recreation & Fitness Workers (399030)	3,525	1,208	34.3	2,315	65.7	885	25.1	2,170	61.6	125	3.5
Residential Advisors (399041)	1,335	364	27.3	968	72.5	265	19.9	700	52.4	85	6.4
Pers. Care & Serv. Workers, All Other (399099)	525	285	54.3	239	45.5	215	41.0	195	37.1	30	5.7
SALES & RELATED OCCUPATIONS (410000)	198,225	102,779	51.8	95,386	48.1	88,555	44.7	75,415	38.0	4,947	2.5
Supervisors, Sales Workers (411000)	48,680	29,542	60.7	19,115	39.3	25,825	53.1	16,180	33.2	1,039	2.1
First-Line Super./Mgrs. of Ret. Sales Wrkrs (411011)	34,435	20,879	60.6	13,540	39.3	17,920	52.0	11,270	32.7	789	2.3
First-Line Sup./Mgrs., Non-Ret Sales Wrkrs (411012)	14,245	8,663	60.8	5,575	39.1	7,905	55.5	4,910	34.5	250	1.8
Retail Sales Workers (412000)	83,560	33,384	40.0	50,184	60.1	25,820	30.9	36,090	43.2	2,784	3.3
Cashiers (412010)	37,590	10,565	28.1	27,025	71.9	7,005	18.6	17,595	46.8	1,210	3.2
Counter & Rental Clerks (412021)	1,950	884	45.3	1,059	54.3	580	29.7	810	41.5	119	6.1
Parts Salespersons (412022)	1,160	1,075	92.7	85	7.3	990	85.3	70	6.0	15	1.3
Retail Salespersons (412031)	42,860	20,860	48.7	22,015	51.4	17,245	40.2	17,615	41.1	1,440	3.4
Sales Representatives, Services (413000)	29,515	17,981	60.9	11,527	39.1	16,615	56.3	10,175	34.5	570	1.9
Advertising Sales Agents (413011)	3,085	1,514	49.1	1,570	50.9	1,470	47.6	1,435	46.5	20	0.6
Insurance Sales Agents (413021)	7,960	4,409	55.4	3,544	44.5	4,045	50.8	3,130	39.3	200	2.5
Securities, Comm., & Fin. Serv. Sales Agts (413031)	8,295	6,340	76.4	1,960	23.6	5,770	69.6	1,685	20.3	145	1.7
Travel Agents (413041)	2,365	285	12.1	2,078	87.9	255	10.8	1,840	77.8	10	0.4
Sales Reps, Services, All Other (413099)	7,810	5,433	69.6	2,375	30.4	5,075	65.0	2,085	26.7	195	2.5
Sales Reps, Wholesale & Manufacturing (414000)	18,820	13,894	73.8	4,913	26.1	13,145	69.8	4,340	23.1	255	1.4
Sales Reps, Wholesale & Manufacturing (414010)	18,820	13,894	73.8	4,913	26.1	13,145	69.8	4,340	23.1	255	1.4
Other Sales & Related Workers (419000)	17,650	7,978	45.2	9,647	54.7	7,150	40.5	8,630	48.9	299	1.7
Models, Demonstrators, & Prod Promoters (419010)	520	159	30.6	365	70.2	140	26.9	300	57.7	0	0.0

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Black Non-Hispanic		Hispanic In Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
2,290	6.1	4,150	11.0	4,620	12.3	862	2.3	1,163	3.1	Building Cleaning & Pest Control Workers (372000)
1,695	12.1	730	5.2	3,195	22.9	178	1.3	994	7.1	Maids & Housekeeping Cleaners (372012)
595	2.6	3,400	14.7	1,425	6.1	684	2.9	169	0.7	Janitors & Building Cleaners (37201X)
0	0.0	20	4.2	0	0.0	0	0.0	0	0.0	Pest Control Workers (372021)
30	0.2	3,135	22.8	50	0.4	404	2.9	20	0.1	Grounds Maintenance Workers (373000)
30	0.2	3,135	22.8	50	0.4	404	2.9	20	0.1	Grounds Maintenance Workers (373010)
4,138	8.3	923	1.9	3,458	7.0	761	1.5	1,784	3.6	Personal Care & Service Occupations (390001)
100	3.2	55	1.8	85	2.7	185	5.9	125	4.0	Super., Personal Care & Service Workers (391000)
25	1.9	40	3.0	10	0.7	85	6.3	70	5.2	First-Line Super./Mgrs. of Gaming Workers (391010)
75	4.2	15	0.8	75	4.2	100	5.6	55	3.1	First-Line Super./Mgrs. of Pers. Serv. Wrkrs (391021)
4	0.2	50	2.3	40	1.9	44	2.0	69	3.2	Animal Care & Service Workers (392000)
0	0.0	0	0.0	0	0.0	15	3.6	15	3.6	Animal Trainers (392011)
4	0.2	50	2.9	40	2.3	29	1.7	54	3.1	Non-farm Animal Caretakers (392021)
314	6.0	240	4.6	160	3.1	233	4.5	242	4.6	Entert. Attendants & Related Workers (393000)
79	3.1	110	4.3	130	5.1	179	7.0	178	7.0	Gaming Services Workers (393010)
0	0.0	20	22.2	0	0.0	0	0.0	0	0.0	Motion Picture Projectionists (393021)
50	8.5	50	8.5	0	0.0	14	2.4	0	0.0	Ushers, Lobby Attend., & Ticket Takers (393031)
185	9.3	60	3.0	30	1.5	40	2.0	64	3.2	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)
585	5.5	205	1.9	550	5.2	144	1.4	448	4.2	Personal Appearance Workers (395000)
15	1.5	75	7.3	25	2.4	0	0.0	4	0.4	Barbers (395011)
550	6.6	105	1.3	415	5.0	14	0.2	230	2.8	Hairdressers, Stylists, & Cosmetologists (395012)
20	1.6	25	2.0	110	8.6	130	10.2	214	16.7	Misc. Personal Appearance Workers (395090)
105	7.1	44	3.0	89	6.1	14	1.0	44	3.0	Transp., Tourism, & Lodging Attendants (396000)
0	0.0	44	14.7	10	3.3	0	0.0	0	0.0	Baggage Porters, Bellhops, & Concierges (396010)
10	3.2	0	0.0	10	3.2	10	3.2	0	0.0	Tour & Travel Guides (396020)
95	11.0	0	0.0	69	8.0	4	0.5	44	5.1	Transportation Attendants (396030)
3,030	11.2	329	1.2	2,534	9.4	141	0.5	856	3.2	Other Personal Care & Service Workers (399000)
2,110	11.4	125	0.7	2,190	11.9	68	0.4	635	3.4	Child Care Workers (399011)
695	22.2	25	0.8	220	7.0	0	0.0	113	3.6	Personal & Home Care Aides (399021)
30	0.9	135	3.8	70	2.0	63	1.8	45	1.3	Recreation & Fitness Workers (399030)
180	13.5	14	1.0	50	3.7	0	0.0	38	2.8	Residential Advisors (399041)
15	2.9	30	5.7	4	0.8	10	1.9	25	4.8	Pers. Care & Serv. Workers, All Other (399099)
8,508	4.3	5,272	2.7	7,655	3.9	4,005	2.0	3,808	1.9	SALES & RELATED OCCUPATIONS (410000)
1,100	2.3	1,320	2.7	1,115	2.3	1,358	2.8	720	1.5	Supervisors, Sales Workers (411000)
815	2.4	1,040	3.0	875	2.5	1,130	3.3	580	1.7	First-Line Super./Mgrs. of Ret. Sales Wrkrs (411011)
285	2.0	280	2.0	240	1.7	228	1.6	140	1.0	First-Line Sup./Mgrs., Non-Ret Sales Wrkrs (411012)
6,100	7.3	3,025	3.6	5,610	6.7	1,755	2.1	2,384	2.9	Retail Sales Workers (412000)
3,915	10.4	1,425	3.8	4,015	10.7	925	2.5	1,500	4.0	Cashiers (412010)
65	3.3	120	6.2	105	5.4	65	3.3	79	4.1	Counter & Rental Clerks (412021)
0	0.0	40	3.4	0	0.0	30	2.6	15	1.3	Parts Salespersons (412022)
2,120	4.9	1,440	3.4	1,490	3.5	735	1.7	790	1.8	Retail Salespersons (412031)
594	2.0	289	1.0	385	1.3	507	1.7	373	1.3	Sales Representatives, Services (413000)
35	1.1	24	0.8	45	1.5	0	0.0	55	1.8	Advertising Sales Agents (413011)
200	2.5	65	0.8	145	1.8	99	1.2	69	0.9	Insurance Sales Agents (413021)
135	1.6	130	1.6	40	0.5	295	3.6	100	1.2	Securities, Comm., & Fin. Serv. Sales Agts (413031)
99	4.2	10	0.4	75	3.2	10	0.4	64	2.7	Travel Agents (413041)
125	1.6	60	0.8	80	1.0	103	1.3	85	1.1	Sales Reps, Services, All Other (413099)
204	1.1	305	1.6	230	1.2	189	1.0	139	0.7	Sales Reps, Wholesale & Manufacturing (414000)
204	1.1	305	1.6	230	1.2	189	1.0	139	0.7	Sales Reps, Wholesale & Manufacturing (414010)
510	2.9	333	1.9	315	1.8	196	1.1	192	1.1	Other Sales & Related Workers (419000)
25	4.8	19	3.7	40	7.7	0	0.0	0	0.0	Models, Demonstrators, & Prod Promoters (419010)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Real Estate Brokers & Sales Agents (419020)	9,155	3,684	40.2	5,460	59.6	3,510	38.3	5,185	56.6	70	0.8
Sales Engineers (419031)	635	620	97.6	15	2.4	610	96.1	15	2.4	0	0.0
Telemarketers (419041)	2,310	934	40.4	1,363	59.0	610	26.4	1,005	43.5	105	4.5
Door-To-Door Sales Workers & Rel Wrkrs (419091)	2,005	1,093	54.5	909	45.3	895	44.6	725	36.2	69	3.4
Sales & Related Workers, All Other (419099)	3,025	1,488	49.2	1,535	50.7	1,385	45.8	1,400	46.3	55	1.8
OFFICE & ADMIN. SUPPORT OCCUPATIONS (430000)	267,370	66,630	24.9	200,647	75.0	50,915	19.0	163,715	61.2	7,629	2.9
Super., Office & Admin. Support Workers (431000)	22,640	7,042	31.1	15,595	68.9	5,670	25.0	13,380	59.1	504	2.2
First-Line Sup./Mgns., Admin. Support Wrkrs (431011)	22,640	7,042	31.1	15,595	68.9	5,670	25.0	13,380	59.1	504	2.2
Communications Equipment Operators (432000)	2,095	572	27.3	1,513	72.2	390	18.6	1,220	58.2	80	3.8
Switchboard Operators, Incl. Ans. Service (432011)	900	149	16.6	744	82.7	110	12.2	630	70.0	35	3.9
Telephone Operators (432021)	1,045	350	33.5	699	66.9	245	23.4	535	51.2	25	2.4
Comm. Equipment Operators, All Other (432099)	150	73	48.7	70	46.7	35	23.3	55	36.7	20	13.3
Financial Clerks (433000)	38,635	4,515	11.7	34,101	88.3	3,725	9.6	29,045	75.2	414	1.1
Bill & Account Collectors (433011)	2,035	624	30.7	1,404	69.0	500	24.6	1,070	52.6	75	3.7
Billing & Posting Clerks & Machine Oper. (433021)	4,930	429	8.7	4,484	91.0	365	7.4	3,910	79.3	35	0.7
Bookkeeping, Acct'g, & Auditing Clerks (433031)	22,740	2,509	11.0	20,233	89.0	2,055	9.0	17,780	78.2	219	1.0
Gaming Cage Workers (433041)	335	60	17.9	280	83.6	50	14.9	175	52.2	0	0.0
Payroll & Timekeeping Clerks (433051)	3,080	254	8.2	2,828	91.8	205	6.7	2,365	76.8	35	1.1
Procurement Clerks (433061)	530	220	41.5	302	57.0	220	41.5	280	52.8	0	0.0
Tellers (433071)	4,985	419	8.4	4,570	91.7	330	6.6	3,465	69.5	50	1.0
Information & Record Clerks (434000)	58,180	12,050	20.7	46,103	79.2	9,405	16.2	36,170	62.2	1,403	2.4
Brokerage Clerks (434011)	210	65	31.0	144	68.6	55	26.2	85	40.5	0	0.0
Court, Municipal, & License Clerks (434031)	595	159	26.7	435	73.1	130	21.8	370	62.2	25	4.2
Credit Authorizers, Checkers, & Clerks (434041)	690	179	25.9	498	72.2	160	23.2	390	56.5	15	2.2
Customer Service Representatives (434051)	26,895	7,139	26.5	19,755	73.5	5,810	21.6	15,315	56.9	679	2.5
Eligibility Interviewers, Govt. Programs (434061)	690	179	25.9	510	73.9	140	20.3	285	41.3	15	2.2
File Clerks (434071)	3,720	730	19.6	2,983	80.2	540	14.5	2,345	63.0	135	3.6
Hotel, Motel, & Resort Desk Clerks (434081)	830	285	34.3	540	65.1	215	25.9	320	38.6	25	3.0
Interviewers, Except Eligibility & Loan (434111)	1,835	499	27.2	1,344	73.2	360	19.6	1,045	56.9	55	3.0
Library Assistants, Clerical (434121)	2,250	355	15.8	1,899	84.4	290	12.9	1,520	67.6	25	1.1
Loan Interviewers & Clerks (434131)	875	144	16.5	729	83.3	140	16.0	615	70.3	0	0.0
New Accounts Clerks (434141)	170	34	20.0	130	76.5	30	17.6	95	55.9	4	2.4
Human Res. Assists, Exc. Payroll Etc. (434161)	535	105	19.6	428	80.0	70	13.1	310	57.9	25	4.7
Receptionists & Information Clerks (434171)	14,090	814	5.8	13,280	94.3	590	4.2	10,850	77.0	110	0.8
Reserv. & Transp. Ticket Agts & Trav Clerks (434181)	1,655	445	26.9	1,205	72.8	285	17.2	865	52.3	115	6.9
Information & Record Clerks, All Other (434199)	805	109	13.5	689	85.6	95	11.8	560	69.6	0	0.0
Correspondence Clerks & Order Clerks (434XXX)	2,335	809	34.6	1,534	65.7	495	21.2	1,200	51.4	175	7.5
Material Recording, Scheduling, Etc. (435000)	43,915	28,977	66.0	14,941	34.0	21,525	49.0	10,785	24.6	3,609	8.2
Cargo & Freight Agents (435011)	195	169	86.7	30	15.4	155	79.5	10	5.1	0	0.0
Couriers & Messengers (435021)	2,500	2,085	83.4	418	16.7	1,475	59.0	305	12.2	330	13.2
Dispatchers (435030)	2,890	1,508	52.2	1,379	47.7	1,255	43.4	1,025	35.5	179	6.2
Meter Readers, Utilities (435041)	280	249	88.9	30	10.7	180	64.3	10	3.6	40	14.3
Postal Service Clerks (435051)	2,205	1,070	48.5	1,139	51.7	795	36.1	650	29.5	160	7.3
Postal Service Mail Carriers (435052)	5,130	3,795	74.0	1,343	26.2	2,970	57.9	1,080	21.1	425	8.3
Postal Service Mail Sorters, Processors, Etc. (435053)	2,040	1,064	52.2	974	47.7	780	38.2	470	23.0	175	8.6
Production, Planning, & Expediting Clerks (435061)	4,700	2,300	48.9	2,395	51.0	2,000	42.6	2,015	42.9	155	3.3
Shipping, Receiving, & Traffic Clerks (435071)	8,135	5,969	73.4	2,164	26.6	4,195	51.6	1,530	18.8	760	9.3
Stock Clerks & Order Fillers (435081)	15,210	10,415	68.5	4,789	31.5	7,415	48.8	3,475	22.8	1,360	8.9
Weighers, Measurers, Checkers, Etc. (435111)	630	353	56.0	280	44.4	305	48.4	215	34.1	25	4.0
Secretaries & Administrative Assistants (436000)	53,290	1,463	2.7	51,820	97.2	1,155	2.2	44,750	84.0	120	0.2
Secretaries & Administrative Assistants (436010)	53,290	1,463	2.7	51,820	97.2	1,155	2.2	44,750	84.0	120	0.2
Other Office & Admin. Support Workers (439000)	48,615	12,011	24.7	36,574	75.2	9,045	18.6	28,365	58.3	1,499	3.1

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Female	%	Male	%	Female	%	Male	%	Female	%	
85	0.9	75	0.8	115	1.3	29	0.3	75	0.8	Real Estate Brokers & Sales Agents (419020)
0	0.0	0	0.0	0	0.0	10	1.6	0	0.0	Sales Engineers (419031)
255	11.0	125	5.4	65	2.8	94	4.1	38	1.6	Telemarketers (419041)
60	3.0	95	4.7	70	3.5	34	1.7	54	2.7	Door-To-Door Sales Workers & Rel Wrks (419091)
85	2.8	19	0.6	25	0.8	29	1.0	25	0.8	Sales & Related Workers, All Other (419099)
19,108	7.1	5,293	2.0	12,409	4.6	2,793	1.0	5,415	2.0	OFFICE & ADMIN. SUPPORT OCCUPATIONS (430000)
1,070	4.7	595	2.6	820	3.6	273	1.2	325	1.4	Super., Office & Admin. Support Workers (431000)
1,070	4.7	595	2.6	820	3.6	273	1.2	325	1.4	First-Line Sup./Mgrs., Admin. Support Wrks (431011)
145	6.9	34	1.6	140	6.7	68	3.2	8	0.4	Communications Equipment Operators (432000)
50	5.6	0	0.0	60	6.7	4	0.4	4	0.4	Switchboard Operators, Incl. Ans. Service (432011)
80	7.7	20	1.9	80	7.7	60	5.7	4	0.4	Telephone Operators (432021)
15	10.0	14	9.3	0	0.0	4	2.7	0	0.0	Comm. Equipment Operators, All Other (432099)
2,508	6.5	143	0.4	1,559	4.0	233	0.6	989	2.6	Financial Clerks (433000)
180	8.8	39	1.9	140	6.9	10	0.5	14	0.7	Bill & Account Collectors (433011)
250	5.1	4	0.1	220	4.5	25	0.5	104	2.1	Billing & Posting Clerks & Machine Oper. (433021)
1,294	5.7	70	0.3	710	3.1	165	0.7	449	2.0	Bookkeeping, Acctg., & Auditing Clerks (433031)
35	10.4	0	0.0	20	6.0	10	3.0	50	14.9	Gaming Cage Workers (433041)
300	9.7	10	0.3	115	3.7	4	0.1	48	1.6	Payroll & Timekeeping Clerks (433051)
4	0.8	0	0.0	14	2.6	0	0.0	4	0.8	Procurement Clerks (433061)
445	8.9	20	0.4	340	6.8	19	0.4	320	6.4	Tellers (433071)
5,265	9.0	826	1.4	3,437	5.9	416	0.7	1,231	2.1	Information & Record Clerks (434000)
35	16.7	10	4.8	20	9.5	0	0.0	4	1.9	Brokerage Clerks (434011)
45	7.6	4	0.7	20	3.4	0	0.0	0	0.0	Court, Municipal, & License Clerks (434031)
70	10.1	0	0.0	34	4.9	4	0.6	4	0.6	Credit Authorizers, Checkers, & Clerks (434041)
2,535	9.4	445	1.7	1,365	5.1	205	0.8	540	2.0	Customer Service Representatives (434051)
155	22.5	20	2.9	60	8.7	4	0.6	10	1.4	Eligibility Interviewers, Govt. Programs (434061)
340	9.1	45	1.2	220	5.9	10	0.3	78	2.1	File Clerks (434071)
105	12.7	20	2.4	90	10.8	25	3.0	25	3.0	Hotel, Motel, & Resort Desk Clerks (434081)
145	7.9	25	1.4	110	6.0	59	3.2	44	2.4	Interviewers, Except Eligibility & Loan (434111)
195	8.7	25	1.1	44	2.0	15	0.7	140	6.2	Library Assistants, Clerical (434121)
45	5.1	4	0.5	40	4.6	0	0.0	29	3.3	Loan Interviewers & Clerks (434131)
35	20.6	0	0.0	0	0.0	0	0.0	0	0.0	New Accounts Clerks (434141)
75	14.0	10	1.9	24	4.5	0	0.0	19	3.6	Human Res. Assists, Exc. Payroll Etc. (434161)
1,040	7.4	64	0.5	1,130	8.0	50	0.4	260	1.8	Receptionists & Information Clerks (434171)
220	13.3	35	2.1	95	5.7	10	0.6	25	1.5	Reserv. & Transp. Ticket Agts & Trav Clerks (434181)
50	6.2	4	0.5	55	6.8	10	1.2	24	3.0	Information & Record Clerks, All Other (434199)
175	7.5	115	4.9	130	5.6	24	1.0	29	1.2	Correspondence Clerks & Order Clerks (434XXX)
2,010	4.6	2,832	6.4	1,474	3.4	1,011	2.3	672	1.5	Material Recording, Scheduling, Etc. (435000)
20	10.3	14	7.2	0	0.0	0	0.0	0	0.0	Cargo & Freight Agents (435011)
60	2.4	220	8.8	39	1.6	60	2.4	14	0.6	Couriers & Messengers (435021)
255	8.8	55	1.9	65	2.2	19	0.7	34	1.2	Dispatchers (435030)
0	0.0	25	8.9	20	7.1	4	1.4	0	0.0	Meter Readers, Utilities (435041)
295	13.4	60	2.7	115	5.2	55	2.5	79	3.6	Postal Service Clerks (435051)
190	3.7	275	5.4	65	1.3	125	2.4	8	0.2	Postal Service Mail Carriers (435052)
280	13.7	90	4.4	130	6.4	19	0.9	94	4.6	Postal Service Mail Sorters, Processors, Etc. (435053)
165	3.5	80	1.7	115	2.4	65	1.4	100	2.1	Production, Planning, & Expediting Clerks (435061)
225	2.8	855	10.5	305	3.7	159	2.0	104	1.3	Shipping, Receiving, & Traffic Clerks (435071)
500	3.3	1,150	7.6	585	3.8	490	3.2	229	1.5	Stock Clerks & Order Fillers (435081)
20	3.2	8	1.3	35	5.6	15	2.4	10	1.6	Weighers, Measurers, Checkers, Etc. (435111)
3,800	7.1	70	0.1	2,330	4.4	118	0.2	940	1.8	Secretaries & Administrative Assistants (436000)
3,800	7.1	70	0.1	2,330	4.4	118	0.2	940	1.8	Secretaries & Administrative Assistants (436010)
4,310	8.9	793	1.6	2,649	5.4	674	1.4	1,250	2.6	Other Office & Admin. Support Workers (439000)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Computer Operators (439011)	4,095	2,060	50.3	2,035	49.7	1,495	36.5	1,545	37.7	290	7.1
Data Entry Keyers (439021)	8,085	1,968	24.3	6,115	75.6	1,395	17.3	4,290	53.1	205	2.5
Word Processors & Typists (439022)	2,190	180	8.2	2,014	92.0	120	5.5	1,450	66.2	45	2.1
Desktop Publishers (439031)	150	60	40.0	84	56.0	60	40.0	60	40.0	0	0.0
Insurance Claims & Policy Proc. Clerks (439041)	4,735	909	19.2	3,819	80.7	815	17.2	3,075	64.9	65	1.4
Mail Clerks & Mail Mach Oper., Exc. USPS (439051)	2,445	1,200	49.1	1,237	50.6	805	32.9	745	30.5	220	9.0
Office Clerks, General (439061)	18,945	3,129	16.5	15,815	83.5	2,405	12.7	12,885	68.0	364	1.9
Office Machine Operators, Exc. Computer (439071)	835	393	47.1	439	52.6	200	24.0	205	24.6	100	12.0
Proofreaders & Copy Markers (439081)	325	85	26.2	239	73.5	70	21.5	225	69.2	0	0.0
Statistical Assistants (439111)	360	114	31.7	239	66.4	70	19.4	195	54.2	40	11.1
Office & Admin. Support Workers, All Other (439199)	6,450	1,913	29.7	4,538	70.4	1,610	25.0	3,690	57.2	170	2.6
FARMING, FISHING, & FORESTRY OCCUPATIONS (450000)	3,810	2,658	69.8	1,146	30.1	1,810	47.5	869	22.8	80	2.1
Super., Farming, Fishing, & Forestry Wrks (451000)	325	210	64.6	114	35.1	130	40.0	65	20.0	15	4.6
First-Line Sup./Mgrs. of Farming, Etc. (451010)	325	210	64.6	114	35.1	130	40.0	65	20.0	15	4.6
Agricultural Workers (452000)	2,860	1,849	64.7	1,007	35.2	1,145	40.0	779	27.2	65	2.3
Agricultural Inspectors (452011)	40	25	62.5	10	25.0	25	62.5	10	25.0	0	0.0
Graders & Sorters, Agricultural Products (452041)	55	40	72.7	19	34.5	10	18.2	4	7.3	10	18.2
Misc. Agric. Wrks, Incl. Animal Breeders (4520XX)	2,765	1,784	64.5	978	35.4	1,110	40.1	765	27.7	55	2.0
Fishing & Hunting Workers (453000)	285	275	96.5	10	3.5	235	82.5	10	3.5	0	0.0
Forest, Conservation, & Logging Workers (454000)	340	324	95.3	15	4.4	300	88.2	15	4.4	0	0.0
Forest & Conservation Workers (454011)	85	69	81.2	15	17.6	65	76.5	15	17.6	0	0.0
Logging Workers (454020)	255	255	100.0	0	0.0	235	92.2	0	0.0	0	0.0
CONSTRUCTION & EXTRACTION OCCUPATIONS (470000)	86,225	84,247	97.7	1,950	2.3	70,075	81.3	1,432	1.7	3,940	4.6
Super., Construction & Extraction Workers (471000)	10,160	9,919	97.6	245	2.4	9,030	88.9	200	2.0	295	2.9
First-Line Sup./Mgrs. of Constr & Extr. Wrks (471011)	10,160	9,919	97.6	245	2.4	9,030	88.9	200	2.0	295	2.9
Construction Trades Workers (472000)	71,490	69,889	97.8	1,587	2.2	57,255	80.1	1,149	1.6	3,406	4.8
Boilermakers (472011)	170	159	93.5	10	5.9	125	73.5	10	5.9	30	17.6
Brickmasons, Blockmasons, & Stonemasons (472020)	3,000	2,953	98.4	45	1.5	2,205	73.5	45	1.5	119	4.0
Carpenters (472031)	19,920	19,639	98.6	282	1.4	17,095	85.8	200	1.0	655	3.3
Carpet, Floor, & Tile Installers & Finishers (472040)	2,270	2,265	99.8	10	0.4	1,865	82.2	10	0.4	95	4.2
Cement Masons, Concrete Finishers, Etc. (472050)	285	279	97.9	4	1.4	240	84.2	4	1.4	15	5.3
Construction Laborers (472061)	11,415	11,079	97.1	335	2.9	7,920	69.4	240	2.1	759	6.6
Paving, Surfacing, & Tamping Equip. Oper. (472071)	240	239	99.6	0	0.0	205	85.4	0	0.0	10	4.2
Miscellaneous Construction Equip. Oper. (47207X)	3,090	3,065	99.2	23	0.7	2,790	90.3	15	0.5	170	5.5
Drywall Install., Ceil. Tile Install., & Tapers (472080)	1,230	1,198	97.4	25	2.0	1,060	86.2	25	2.0	70	5.7
Electricians (472111)	8,425	8,285	98.3	135	1.6	7,405	87.9	95	1.1	335	4.0
Glaziers (472121)	570	574	100.7	0	0.0	450	78.9	0	0.0	35	6.1
Insulation Workers (472130)	360	355	98.6	10	2.8	240	66.7	0	0.0	80	22.2
Painters, Construction & Maintenance (472141)	8,425	7,984	94.8	445	5.3	5,550	65.9	310	3.7	354	4.2
Paperhangers (472142)	220	180	81.8	40	18.2	170	77.3	40	18.2	0	0.0
Pipelayers, Plumbers, Pipefitters, Etc. (472150)	6,150	6,038	98.2	104	1.7	5,435	88.4	85	1.4	254	4.1
Plasterers & Stucco Masons (472161)	95	97	102.1	0	0.0	85	89.5	0	0.0	0	0.0
Roofers (472181)	2,505	2,500	99.8	0	0.0	1,880	75.0	0	0.0	185	7.4
Sheet Metal Workers (472211)	2,245	2,225	99.1	20	0.9	1,885	84.0	20	0.9	165	7.3
Iron & Steel Workers (472XXX)	875	775	88.6	99	11.3	650	74.3	50	5.7	75	8.6
Helpers, Construction Trades (473000)	500	494	98.8	4	0.8	340	68.0	4	0.8	30	6.0
Helpers, Construction Trades (473010)	500	494	98.8	4	0.8	340	68.0	4	0.8	30	6.0
Other Construction & Related Workers (474000)	3,510	3,391	96.6	104	3.0	2,930	83.5	79	2.3	205	5.8
Construction & Building Inspectors (474011)	990	959	96.9	25	2.5	875	88.4	15	1.5	40	4.0
Elevator Installers & Repairers (474021)	300	295	98.3	4	1.3	285	95.0	4	1.3	0	0.0
Fence Erectors (474031)	260	240	92.3	15	5.8	180	69.2	0	0.0	0	0.0
Hazardous Materials Removal Workers (474041)	215	185	86.0	25	11.6	105	48.8	25	11.6	35	16.3

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
240	5.9	140	3.4	165	4.0	135	3.3	85	2.1	Computer Operators (439011)
1,035	12.8	185	2.3	540	6.7	183	2.3	250	3.1	Data Entry Keyers (439021)
185	8.4	15	0.7	285	13.0	0	0.0	94	4.3	Word Processors & Typists (439022)
0	0.0	0	0.0	24	16.0	0	0.0	0	0.0	Desktop Publishers (439031)
535	11.3	14	0.3	140	3.0	15	0.3	69	1.5	Insurance Claims & Policy Proc. Clerks (439041)
180	7.4	120	4.9	200	8.2	55	2.2	112	4.6	Mail Clerks & Mail Mach Oper., Exc. USPS (439051)
1,510	8.0	215	1.1	925	4.9	145	0.8	495	2.6	Office Clerks, General (439061)
125	15.0	39	4.7	90	10.8	54	6.5	19	2.3	Office Machine Operators, Exc. Computer (439071)
10	3.1	0	0.0	0	0.0	15	4.6	4	1.2	Proofreaders & Copy Markers (439081)
25	6.9	0	0.0	15	4.2	4	1.1	4	1.1	Statistical Assistants (439111)
465	7.2	65	1.0	265	4.1	68	1.1	118	1.8	Office & Admin. Support Workers, All Other (439199)
0	0.0	709	18.6	219	5.7	59	1.5	58	1.5	FARMING, FISHING, & FORESTRY OCCUPATIONS (450000)
0	0.0	65	20.0	29	8.9	0	0.0	20	6.2	Super., Farming, Fishing, & Forestry Wrkrs (451000)
0	0.0	65	20.0	29	8.9	0	0.0	20	6.2	First-Line Sup./Mgrs. of Farming, Etc. (451010)
0	0.0	600	21.0	190	6.6	39	1.4	38	1.3	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	18.2	15	27.3	10	18.2	0	0.0	Graders & Sorters, Agricultural Products (452041)
0	0.0	590	21.3	175	6.3	29	1.0	38	1.4	Misc. Agric. Wrkrs, Incl. Animal Breeders (4520XX)
0	0.0	30	10.5	0	0.0	10	3.5	0	0.0	Fishing & Hunting Workers (453000)
0	0.0	14	4.1	0	0.0	10	2.9	0	0.0	Forest, Conservation, & Logging Workers (454000)
0	0.0	4	4.7	0	0.0	0	0.0	0	0.0	Forest & Conservation Workers (454011)
0	0.0	10	3.9	0	0.0	10	3.9	0	0.0	Logging Workers (454020)
180	0.2	7,840	9.1	221	0.3	2,392	2.8	117	0.1	CONSTRUCTION & EXTRACTION OCCUPATIONS (470000)
10	0.1	420	4.1	35	0.3	174	1.7	0	0.0	Super., Construction & Extraction Workers (471000)
10	0.1	420	4.1	35	0.3	174	1.7	0	0.0	First-Line Sup./Mgrs. of Constr & Extr. Wrkrs (471011)
160	0.2	7,061	9.9	171	0.2	2,167	3.0	107	0.1	Construction Trades Workers (472000)
0	0.0	4	2.4	0	0.0	0	0.0	0	0.0	Boilermakers (472011)
0	0.0	510	17.0	0	0.0	119	4.0	0	0.0	Brickmasons, Blockmasons, & Stonemasons (472020)
25	0.1	1,300	6.5	8	0.0	589	3.0	49	0.2	Carpenters (472031)
0	0.0	295	13.0	0	0.0	10	0.4	0	0.0	Carpet, Floor, & Tile Installers & Finishers (472040)
0	0.0	10	3.5	0	0.0	14	4.9	0	0.0	Cement Masons, Concrete Finishers, Etc. (472050)
20	0.2	2,035	17.8	75	0.7	365	3.2	0	0.0	Construction Laborers (472061)
0	0.0	20	8.3	0	0.0	4	1.7	0	0.0	Paving, Surfacing, & Tamping Equip. Oper. (472071)
0	0.0	50	1.6	4	0.1	55	1.8	4	0.1	Miscellaneous Construction Equip. Oper. (47207X)
0	0.0	34	2.8	0	0.0	34	2.8	0	0.0	Drywall Install., Ceil. Tile Install., & Tapers (472080)
30	0.4	355	4.2	0	0.0	190	2.3	10	0.1	Electricians (472111)
0	0.0	60	10.5	0	0.0	29	5.1	0	0.0	Glaziers (472121)
0	0.0	35	9.7	10	2.8	0	0.0	0	0.0	Insulation Workers (472130)
45	0.5	1,630	19.3	70	0.8	450	5.3	20	0.2	Painters, Construction & Maintenance (472141)
0	0.0	10	4.5	0	0.0	0	0.0	0	0.0	Paperhangers (472142)
15	0.2	200	3.3	0	0.0	149	2.4	4	0.1	Pipelayers, Plumbers, Pipefitters, Etc. (472150)
0	0.0	8	8.4	0	0.0	4	4.2	0	0.0	Plasterers & Stucco Masons (472161)
0	0.0	335	13.4	0	0.0	100	4.0	0	0.0	Roofers (472181)
0	0.0	120	5.3	0	0.0	55	2.4	0	0.0	Sheet Metal Workers (472211)
25	2.9	50	5.7	4	0.5	0	0.0	20	2.3	Iron & Steel Workers (472XXX)
0	0.0	120	24.0	0	0.0	4	0.8	0	0.0	Helpers, Construction Trades (473000)
0	0.0	120	24.0	0	0.0	4	0.8	0	0.0	Helpers, Construction Trades (473010)
10	0.3	209	6.0	15	0.4	47	1.3	0	0.0	Other Construction & Related Workers (474000)
10	1.0	30	3.0	0	0.0	14	1.4	0	0.0	Construction & Building Inspectors (474011)
0	0.0	0	0.0	0	0.0	10	3.3	0	0.0	Elevator Installers & Repairers (474021)
0	0.0	60	23.1	15	5.8	0	0.0	0	0.0	Fence Erectors (474031)
0	0.0	45	20.9	0	0.0	0	0.0	0	0.0	Hazardous Materials Removal Workers (474041)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Highway Maintenance Workers (474051)	1,225	1,188	97.0	35	2.9	1,030	84.1	35	2.9	75	6.1
Rail-Track Laying & Maint. Equip. Operators (474061)	110	110	100.0	0	0.0	80	72.7	0	0.0	30	27.3
Septic Tank Serv. & Sewer Pipe Cleaners (474071)	65	65	100.0	0	0.0	65	100.0	0	0.0	0	0.0
Misc. Construction & Rel. Workers (474090)	345	349	101.2	0	0.0	310	89.9	0	0.0	25	7.2
Extraction Workers (475000)	565	554	98.1	10	1.8	520	92.0	0	0.0	4	0.7
Earth Drillers, Except Oil & Gas (475021)	300	300	100.0	0	0.0	290	96.7	0	0.0	0	0.0
Expl. Wrks, Ord. Handling Experts, & Blasters (475031)	115	110	95.7	10	8.7	110	95.7	0	0.0	0	0.0
Mining Machine Operators (475040)	80	79	98.8	0	0.0	75	93.8	0	0.0	4	5.0
Misc. Extraction Workers, Etc. (4750XX)	70	65	92.9	0	0.0	45	64.3	0	0.0	0	0.0
Derrick, Rotary Drill, Etc., Oil, Gas, & Mining (4750YY)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
INSTALLATION, MAINTENANCE, & REPAIR OCCS. (490000)	55,340	52,917	95.6	2,383	4.3	44,385	80.2	1,847	3.3	3,372	6.1
Super. of Installation, Maint., & Repair Wrks. (491000)	3,975	3,615	90.9	363	9.1	3,230	81.3	290	7.3	190	4.8
First-Line Super./Mgns. of Mechanics, Etc (491011)	3,975	3,615	90.9	363	9.1	3,230	81.3	290	7.3	190	4.8
Elect. & Electronic Equip. Mechanics, Etc. (492000)	8,325	7,463	89.6	862	10.4	6,405	76.9	710	8.5	484	5.8
Computer, ATM, & Office Mach Repairers (492011)	3,675	3,180	86.5	493	13.4	2,705	73.6	405	11.0	215	5.9
Radio & Telecomm. Equip. Install & Repair (492020)	2,685	2,450	91.2	235	8.8	2,075	77.3	195	7.3	205	7.6
Avionics Technicians (492091)	125	120	96.0	10	8.0	105	84.0	0	0.0	0	0.0
Electric Motor, Pwr Tool, & Related Repairers (492092)	465	455	97.8	4	0.9	425	91.4	0	0.0	20	4.3
Electr. Equip. Install & Repair, Motor Veh. (492096)	100	99	99.0	0	0.0	95	95.0	0	0.0	4	4.0
Electr. Home Entert. Equip. Install & Repair (492097)	400	319	79.8	80	20.0	245	61.3	70	17.5	30	7.5
Security & Fire Alarm Systems Installers (492098)	550	530	96.4	25	4.5	500	90.9	25	4.5	10	1.8
Elect/Electr Repr, Ind., Utility, & Transp. Equip. (49209X)	325	310	95.4	15	4.6	255	78.5	15	4.6	0	0.0
Veh. & Mobile Equip. Mechs, Installers (493000)	20,645	20,318	98.4	300	1.5	16,690	80.8	214	1.0	1,304	6.3
Aircraft Mechanics & Service Techs (493011)	2,140	2,050	95.8	84	3.9	1,745	81.5	50	2.3	130	6.1
Automotive Body & Related Repairers (493021)	2,205	2,168	98.3	39	1.8	1,775	80.5	35	1.6	185	8.4
Automotive Glass Installers & Repairers (493022)	120	125	104.2	0	0.0	110	91.7	0	0.0	0	0.0
Automotive Service Techs & Mechanics (493023)	11,180	11,044	98.8	128	1.1	8,790	78.6	80	0.7	785	7.0
Bus & Truck Mechs & Diesel Eng. Specialists (493031)	2,715	2,703	99.6	4	0.1	2,305	84.9	4	0.1	99	3.6
Heavy Veh. & Mob. Equip. Serv. Techs & Mechs (493040)	1,285	1,251	97.4	30	2.3	1,155	89.9	30	2.3	55	4.3
Small Engine Mechanics (493050)	545	524	96.1	15	2.8	500	91.7	15	2.8	10	1.8
Misc. Veh. & Mob. Equip. Mechs, Etc. (493090)	455	453	99.6	0	0.0	310	68.1	0	0.0	40	8.8
Other Installation, Maint. & Repair Occs (499000)	22,395	21,521	96.1	858	3.8	18,060	80.6	633	2.8	1,394	6.2
Control & Valve Installers & Repairers (499010)	300	298	99.3	0	0.0	245	81.7	0	0.0	15	5.0
Heating, AC, & Refrig. Mechs & Installers (499021)	3,720	3,695	99.3	24	0.6	3,440	92.5	20	0.5	105	2.8
Home Appliance Repairers (499031)	625	624	99.8	0	0.0	540	86.4	0	0.0	35	5.6
Maintenance & Repair Workers, General (499042)	4,960	4,804	96.9	143	2.9	3,715	74.9	105	2.1	480	9.7
Maintenance Workers, Machinery (499043)	180	154	85.6	25	13.9	115	63.9	10	5.6	20	11.1
Millwrights (499044)	565	512	90.6	49	8.7	500	88.5	20	3.5	4	0.7
Ind. & Refractory Machinery Mechanics (49904X)	4,610	4,479	97.2	133	2.9	3,655	79.3	100	2.2	260	5.6
Electrical Power-Line Installers & Repairers (499051)	845	825	97.6	20	2.4	725	85.8	20	2.4	25	3.0
Telecomm. Line Installers & Repairers (499052)	2,040	1,883	92.3	160	7.8	1,615	79.2	110	5.4	165	8.1
Precision Instrument & Equip. Repairers (499060)	600	499	83.2	104	17.3	465	77.5	90	15.0	15	2.5
Coin, Vending, & Amuse. Mach Servicers (499091)	560	509	90.9	54	9.6	440	78.6	40	7.1	20	3.6
Locksmiths & Safe Repairers (499094)	265	254	95.8	8	3.0	240	90.6	4	1.5	0	0.0
Manufactured Bldg & Mobile Home Install (499095)	55	50	90.9	4	7.3	50	90.9	4	7.3	0	0.0
Riggers (499096)	95	95	100.0	0	0.0	95	100.0	0	0.0	0	0.0
Helpers--Installation, Maint., & Rep. Wrks (499098)	210	185	88.1	25	11.9	125	59.5	25	11.9	30	14.3
Other Install., Maint., & Rpr. Wrks, Etc. (49909X)	2,765	2,655	96.0	109	3.9	2,095	75.8	85	3.1	220	8.0
PRODUCTION OCCUPATIONS (510000)	135,289	90,925	67.2	44,318	32.8	67,240	49.7	25,880	19.1	7,089	5.2
Supervisors, Production Workers (511000)	16,175	12,705	78.5	3,479	21.5	10,785	66.7	2,575	15.9	630	3.9
First-Line Supr./Mgns. of Prod. & Oper. Wrks (511011)	16,175	12,705	78.5	3,479	21.5	10,785	66.7	2,575	15.9	630	3.9
Assemblers & Fabricators (512000)	17,110	7,261	42.4	9,843	57.5	4,800	28.1	5,115	29.9	834	4.9

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
0	0.0	60	4.9	0	0.0	23	1.9	0	0.0	Highway Maintenance Workers (474051)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Rail-Track Laying & Maint. Equip. Operators (474061)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Septic Tank Serv. & Sewer Pipe Cleaners (474071)
0	0.0	14	4.1	0	0.0	0	0.0	0	0.0	Misc. Construction & Rel. Workers (474090)
0	0.0	30	5.3	0	0.0	0	0.0	10	1.8	Extraction Workers (475000)
0	0.0	10	3.3	0	0.0	0	0.0	0	0.0	Earth Drillers, Except Oil & Gas (475021)
0	0.0	0	0.0	0	0.0	0	0.0	10	8.7	Expl. Wrkrs, Ord. Handling Experts, & Blasters (475031)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Mining Machine Operators (475040)
0	0.0	20	28.6	0	0.0	0	0.0	0	0.0	Misc. Extraction Workers, Etc. (4750XX)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Derrick, Rotary Drill, Etc., Oil, Gas, & Mining (4750YY)
302	0.5	3,929	7.1	169	0.3	1,231	2.2	65	0.1	INSTALLATION, MAINTENANCE, & REPAIR OCCS. (490000)
50	1.3	125	3.1	19	0.5	70	1.8	4	0.1	Super. of Installation, Maint., & Repair Wrkrs. (491000)
50	1.3	125	3.1	19	0.5	70	1.8	4	0.1	First-Line Super./Mgrs. of Mechanics, Etc (491011)
85	1.0	420	5.0	49	0.6	154	1.8	18	0.2	Elect. & Electronic Equip. Mechanics, Etc. (492000)
45	1.2	190	5.2	25	0.7	70	1.9	18	0.5	Computer, ATM, & Office Mach Repairers (492011)
30	1.1	100	3.7	10	0.4	70	2.6	0	0.0	Radio & Telecomm. Equip. Install & Repair (492020)
10	8.0	15	12.0	0	0.0	0	0.0	0	0.0	Avionics Technicians (492091)
0	0.0	10	2.2	4	0.9	0	0.0	0	0.0	Electric Motor, Pwr Tool, & Related Repairers (492092)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Electr. Equip. Install & Repair, Motor Veh. (492096)
0	0.0	40	10.0	10	2.5	4	1.0	0	0.0	Electr. Home Entert. Equip. Install & Repair (492097)
0	0.0	20	3.6	0	0.0	0	0.0	0	0.0	Security & Fire Alarm Systems Installers (492098)
0	0.0	45	13.8	0	0.0	10	3.1	0	0.0	Elect/Electr Repr, Ind., Utility, & Transp. Equip. (49209X)
54	0.3	1,848	9.0	24	0.1	476	2.3	8	0.0	Veh. & Mobile Equip. Mechs, Installers (493000)
30	1.4	75	3.5	0	0.0	100	4.7	4	0.2	Aircraft Mechanics & Service Techs (493011)
4	0.2	155	7.0	0	0.0	53	2.4	0	0.0	Automotive Body & Related Repairers (493021)
0	0.0	15	12.5	0	0.0	0	0.0	0	0.0	Automotive Glass Installers & Repairers (493022)
20	0.2	1,210	10.8	24	0.2	259	2.3	4	0.0	Automotive Service Techs & Mechanics (493023)
0	0.0	265	9.8	0	0.0	34	1.3	0	0.0	Bus & Truck Mechs & Diesel Eng. Specialists (493031)
0	0.0	29	2.3	0	0.0	12	0.9	0	0.0	Heavy Veh. & Mob. Equip. Serv. Techs & Mechs (493040)
0	0.0	14	2.6	0	0.0	0	0.0	0	0.0	Small Engine Mechanics (493050)
0	0.0	85	18.7	0	0.0	18	4.0	0	0.0	Misc. Veh. & Mob. Equip. Mechs, Etc. (493090)
113	0.5	1,536	6.9	77	0.3	531	2.4	35	0.2	Other Installation, Maint. & Repair Occs (499000)
0	0.0	24	8.0	0	0.0	14	4.7	0	0.0	Control & Valve Installers & Repairers (499010)
4	0.1	90	2.4	0	0.0	60	1.6	0	0.0	Heating, AC, & Refrig. Mechs & Installers (499021)
0	0.0	39	6.2	0	0.0	10	1.6	0	0.0	Home Appliance Repairers (499031)
0	0.0	465	9.4	19	0.4	144	2.9	19	0.4	Maintenance & Repair Workers, General (499042)
0	0.0	15	8.3	15	8.3	4	2.2	0	0.0	Maintenance Workers, Machinery (499043)
25	4.4	4	0.7	0	0.0	4	0.7	4	0.7	Millwrights (499044)
15	0.3	395	8.6	10	0.2	169	3.7	8	0.2	Ind. & Refractory Machinery Mechanics (49904X)
0	0.0	55	6.5	0	0.0	20	2.4	0	0.0	Electrical Power-Line Installers & Repairers (499051)
35	1.7	85	4.2	15	0.7	18	0.9	0	0.0	Telecomm. Line Installers & Repairers (499052)
4	0.7	15	2.5	10	1.7	4	0.7	0	0.0	Precision Instrument & Equip. Repairers (499060)
10	1.8	24	4.3	4	0.7	25	4.5	0	0.0	Coin, Vending, & Amuse. Mach Servicers (499091)
0	0.0	0	0.0	0	0.0	14	5.3	4	1.5	Locksmiths & Safe Repairers (499094)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Manufactured Blding & Mobile Home Install (499095)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Riggers (499096)
0	0.0	30	14.3	0	0.0	0	0.0	0	0.0	Helpers--Installation, Maint., & Rep. Wrkrs (499098)
20	0.7	295	10.7	4	0.1	45	1.6	0	0.0	Other Install., Maint., & Rpr. Wrkrs, Etc. (49909X)
4,734	3.5	11,541	8.5	9,882	7.3	5,055	3.7	3,822	2.8	PRODUCTION OCCUPATIONS (510000)
320	2.0	885	5.5	375	2.3	405	2.5	209	1.3	Supervisors, Production Workers (511000)
320	2.0	885	5.5	375	2.3	405	2.5	209	1.3	First-Line Supr./Mgrs. of Prod. & Oper. Wrkrs (511011)
1,010	5.9	1,059	6.2	2,484	14.5	568	3.3	1,234	7.2	Assemblers & Fabricators (512000)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Aircraft Struct., Surf., Rig. Assemblers (512011)	485	235	48.5	255	52.6	185	38.1	130	26.8	25	5.2
Elect., Electr., & Electromech. Assemblers (512020)	3,825	1,250	32.7	2,574	67.3	770	20.1	1,350	35.3	110	2.9
Engine & Other Machine Assemblers (512031)	285	245	86.0	39	13.7	170	59.6	25	8.8	25	8.8
Structural Metal Fabricators & Fitters (512041)	255	254	99.6	0	0.0	220	86.3	0	0.0	10	3.9
Miscellaneous Assemblers & Fabricators (512090)	12,260	5,277	43.0	6,975	56.9	3,455	28.2	3,610	29.4	664	5.4
Food Processing Workers (513000)	5,435	3,670	67.5	1,773	32.6	2,640	48.6	1,230	22.6	294	5.4
Bakers (513011)	2,705	1,544	57.1	1,159	42.8	1,050	38.8	860	31.8	125	4.6
Butchers/Other Meat, Poultry, Fish Proc Wrks (513020)	1,875	1,754	93.5	125	6.7	1,370	73.1	30	1.6	100	5.3
Food & Tob. Roasting, Etc. Mach Op/Tenders (513091)	100	93	93.0	10	10.0	60	60.0	10	10.0	4	4.0
Food Batchmakers (513092)	645	225	34.9	424	65.7	130	20.2	275	42.6	55	8.5
Food Cooking Machine Operators & Tenders (513093)	110	54	49.1	55	50.0	30	27.3	55	50.0	10	9.1
Metal Workers & Plastic Workers (514000)	39,310	32,391	82.4	6,895	17.5	24,155	61.4	3,797	9.7	2,274	5.8
Computer Control Programmers & Operators (514010)	665	630	94.7	34	5.1	430	64.7	30	4.5	50	7.5
Extr. & Drawing Mach Set, Etc, Metal & Plastic (514021)	310	274	88.4	35	11.3	225	72.6	35	11.3	0	0.0
Forging Mach Setters, Etc., Metal & Plastic (514022)	205	185	90.2	25	12.2	120	58.5	0	0.0	25	12.2
Rolling Mach Setters, Etc., Metal & Plastic (514023)	185	145	78.4	39	21.1	145	78.4	15	8.1	0	0.0
Cut, Punch, & Press Mach Set, Etc., M/P (514031)	1,160	785	67.7	370	31.9	520	44.8	300	25.9	110	9.5
Drill & Boring Mach Tool Setters, Etc., M/P (514032)	150	125	83.3	25	16.7	105	70.0	15	10.0	10	6.7
Grinding, Etc. Mach Tool Setters, Etc., M/P (514033)	1,255	970	77.3	289	23.0	635	50.6	200	15.9	100	8.0
Lathe & Turning Mach Tool Setters, Etc., M/P (514034)	205	193	94.1	8	3.9	175	85.4	4	2.0	4	2.0
Machinists (514041)	9,650	8,885	92.1	764	7.9	7,485	77.6	445	4.6	505	5.2
Metal Furnace & Kiln Operators & Tenders (514050)	255	245	96.1	4	1.6	195	76.5	4	1.6	15	5.9
Model Makers & Pattermmakers, M/P (514060)	105	100	95.2	4	3.8	100	95.2	4	3.8	0	0.0
Molders & Molding Mach Setters, Etc., M/P (514070)	1,175	939	79.9	235	20.0	735	62.6	165	14.0	110	9.4
Tool & Die Makers (514111)	4,045	3,929	97.1	120	3.0	3,575	88.4	85	2.1	55	1.4
Welding, Soldering, & Brazing Workers (514120)	4,575	3,940	86.1	630	13.8	2,910	63.6	290	6.3	435	9.5
Heat Treating Equip. Setters, Etc., M/P (514191)	355	343	96.6	10	2.8	240	67.6	10	2.8	60	16.9
Lay-Out Workers, Metal & Plastic (514192)	135	110	81.5	25	18.5	110	81.5	0	0.0	0	0.0
Plating & Coating Mach Setters, Etc., M/P (514193)	555	485	87.4	79	14.2	255	45.9	60	10.8	70	12.6
Tool Grinders, Filers, & Sharpeners (514194)	155	144	92.9	10	6.5	130	83.9	0	0.0	0	0.0
Other Metal & Plastic Workers, Incl. Milling, Etc. (514XXX)	14,170	9,964	70.3	4,189	29.6	6,065	42.8	2,135	15.1	725	5.1
Printing Workers (515000)	5,645	4,286	75.9	1,356	24.0	3,245	57.5	985	17.4	305	5.4
Bookbinders & Bindery Workers (515010)	705	409	58.0	300	42.6	255	36.2	170	24.1	55	7.8
Job Printers (515021)	1,330	1,125	84.6	203	15.3	825	62.0	185	13.9	130	9.8
Prepress Technicians & Workers (515022)	1,160	664	57.2	493	42.5	595	51.3	435	37.5	50	4.3
Printing Machine Operators (515023)	2,450	2,088	85.2	360	14.7	1,570	64.1	195	8.0	70	2.9
Textile, Apparel, & Furnishings Workers (516000)	8,204	3,072	37.4	5,094	62.1	1,780	21.7	2,704	33.0	399	4.9
Laundry & Dry-Cleaning Workers (516011)	2,735	904	33.1	1,834	67.1	480	17.6	925	33.8	120	4.4
Pressers, Textile, Garment, & Rel. Materials (516021)	985	404	41.0	565	57.4	125	12.7	205	20.8	155	15.7
Sewing Machine Operators (516031)	2,450	504	20.6	1,939	79.1	225	9.2	1,000	40.8	45	1.8
Shoe & Leather Workers & Repairers (516041)	140	140	100.0	0	0.0	110	78.6	0	0.0	15	10.7
Shoe Machine Operators & Tenders (516042)	4	0	0.0	4	100.0	0	0.0	4	100.0	0	0.0
Tailors, Dressmakers, & Sewers (516050)	885	294	33.2	584	66.0	230	26.0	435	49.2	30	3.4
Textile Bleaching & Dyeing Mach Op/Tenders (516061)	15	15	100.0	0	0.0	15	100.0	0	0.0	0	0.0
Textile Cutting Mach Setters, Opers/Tenders (516062)	105	65	61.9	35	33.3	50	47.6	35	33.3	0	0.0
Textile Knitting & Weaving Mach Setters, Etc. (516063)	55	25	45.5	29	52.7	15	27.3	25	45.5	0	0.0
Textile Winding, Etc. Mach Setters, Op/Tenders (516064)	10	10	100.0	0	0.0	10	100.0	0	0.0	0	0.0
Upholsterers (516093)	445	407	91.5	35	7.9	295	66.3	35	7.9	24	5.4
Misc. Textile, App, & Furn. Wrks, Exc. Upholst (51609X)	375	304	81.1	69	18.4	225	60.0	40	10.7	10	2.7
Woodworkers (517000)	2,230	2,087	93.6	148	6.6	1,760	78.9	110	4.9	120	5.4
Cabinetmakers & Bench Carpenters (517011)	1,050	1,014	96.6	35	3.3	845	80.5	35	3.3	65	6.2
Furniture Finishers (517021)	410	400	97.6	10	2.4	345	84.1	10	2.4	15	3.7

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Female	%	Male	%	Female	%	Male	%	Female	%	
35	7.2	25	5.2	35	7.2	0	0.0	55	11.3	Aircraft Struct., Surf., Rig. Assemblers (512011)
230	6.0	235	6.1	585	15.3	135	3.5	409	10.7	Elect., Electr., & Electromech. Assemblers (512020)
10	3.5	35	12.3	4	1.4	15	5.3	0	0.0	Engine & Other Machine Assemblers (512031)
0	0.0	24	9.4	0	0.0	0	0.0	0	0.0	Structural Metal Fabricators & Fitters (512041)
735	6.0	740	6.0	1,860	15.2	418	3.4	770	6.3	Miscellaneous Assemblers & Fabricators (512090)
219	4.0	554	10.2	215	4.0	182	3.3	109	2.0	Food Processing Workers (513000)
119	4.4	310	11.5	120	4.4	59	2.2	60	2.2	Bakers (513011)
65	3.5	200	10.7	20	1.1	84	4.5	10	0.5	Butchers/Other Meat, Poultry, Fish Proc Wrkrs (513020)
0	0.0	19	19.0	0	0.0	10	10.0	0	0.0	Food & Tob. Roasting, Etc. Mach Op/Tenders (513091)
35	5.4	15	2.3	75	11.6	25	3.9	39	6.0	Food Batchmakers (513092)
0	0.0	10	9.1	0	0.0	4	3.6	0	0.0	Food Cooking Machine Operators & Tenders (513093)
858	2.2	3,877	9.9	1,738	4.4	2,085	5.3	502	1.3	Metal Workers & Plastic Workers (514000)
0	0.0	90	13.5	4	0.6	60	9.0	0	0.0	Computer Control Programmers & Operators (514010)
0	0.0	14	4.5	0	0.0	35	11.3	0	0.0	Extr. & Drawing Mach Set, Etc, Metal & Plastic (514021)
0	0.0	30	14.6	25	12.2	10	4.9	0	0.0	Forging Mach Setters, Etc., Metal & Plastic (514022)
4	2.2	0	0.0	20	10.8	0	0.0	0	0.0	Rolling Mach Setters, Etc., Metal & Plastic (514023)
15	1.3	115	9.9	55	4.7	40	3.4	0	0.0	Cut, Punch, & Press Mach Set, Etc., M/P (514031)
0	0.0	10	6.7	0	0.0	0	0.0	10	6.7	Drill & Boring Mach Tool Setters, Etc., M/P (514032)
15	1.2	140	11.2	45	3.6	95	7.6	29	2.3	Grinding, Etc. Mach Tool Setters, Etc., M/P (514033)
4	2.0	4	2.0	0	0.0	10	4.9	0	0.0	Lathe & Turning Mach Tool Setters, Etc., M/P (514034)
195	2.0	430	4.5	110	1.1	465	4.8	14	0.1	Machinists (514041)
0	0.0	25	9.8	0	0.0	10	3.9	0	0.0	Metal Furnace & Kiln Operators & Tenders (514050)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Model Makers & Pattermmakers, M/P (514060)
35	3.0	80	6.8	35	3.0	14	1.2	0	0.0	Molders & Molding Mach Setters, Etc., M/P (514070)
0	0.0	170	4.2	35	0.9	129	3.2	0	0.0	Tool & Die Makers (514111)
85	1.9	470	10.3	215	4.7	125	2.7	40	0.9	Welding, Soldering, & Brazing Workers (514120)
0	0.0	29	8.2	0	0.0	14	3.9	0	0.0	Heat Treating Equip. Setters, Etc., M/P (514191)
25	18.5	0	0.0	0	0.0	0	0.0	0	0.0	Lay-Out Workers, Metal & Plastic (514192)
0	0.0	120	21.6	19	3.4	40	7.2	0	0.0	Plating & Coating Mach Setters, Etc., M/P (514193)
0	0.0	10	6.5	10	6.5	4	2.6	0	0.0	Tool Grinders, Filers, & Sharpeners (514194)
480	3.4	2,140	15.1	1,165	8.2	1,034	7.3	409	2.9	Other Metal & Plastic Workers, Incl. Milling, Etc. (514XXX)
119	2.1	514	9.1	178	3.2	222	3.9	74	1.3	Printing Workers (515000)
40	5.7	85	12.1	70	9.9	14	2.0	20	2.8	Bookbinders & Bindery Workers (515010)
4	0.3	130	9.8	4	0.3	40	3.0	10	0.8	Job Printers (515021)
25	2.2	19	1.6	19	1.6	0	0.0	14	1.2	Prepress Technicians & Workers (515022)
50	2.0	280	11.4	85	3.5	168	6.9	30	1.2	Printing Machine Operators (515023)
649	7.9	745	9.1	1,259	15.3	148	1.8	482	5.9	Textile, Apparel, & Furnishings Workers (516000)
335	12.2	260	9.5	500	18.3	44	1.6	74	2.7	Laundry & Dry-Cleaning Workers (516011)
130	13.2	85	8.6	180	18.3	39	4.0	50	5.1	Pressers, Textile, Garment, & Rel. Materials (516021)
135	5.5	215	8.8	525	21.4	19	0.8	279	11.4	Sewing Machine Operators (516031)
0	0.0	15	10.7	0	0.0	0	0.0	0	0.0	Shoe & Leather Workers & Repairers (516041)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Shoe Machine Operators & Tenders (516042)
20	2.3	15	1.7	50	5.6	19	2.1	79	8.9	Tailors, Dressmakers, & Sewers (516050)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Textile Bleaching & Dyeing Mach Op/Tenders (516061)
0	0.0	15	14.3	0	0.0	0	0.0	0	0.0	Textile Cutting Mach Setters, Opers/Tenders (516062)
4	7.3	10	18.2	0	0.0	0	0.0	0	0.0	Textile Knitting & Weaving Mach Setters, Etc. (516063)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Textile Winding, Etc. Mach Setters, Op/Tenders (516064)
0	0.0	80	18.0	0	0.0	8	1.8	0	0.0	Upholsterers (516093)
25	6.7	50	13.3	4	1.1	19	5.1	0	0.0	Misc. Textile, App, & Furn. Wrkrs, Exc. Upholst (51609X)
0	0.0	189	8.5	28	1.3	18	0.8	10	0.4	Woodworkers (517000)
0	0.0	100	9.5	0	0.0	4	0.4	0	0.0	Cabinetmakers & Bench Carpenters (517011)
0	0.0	30	7.3	0	0.0	10	2.4	0	0.0	Furniture Finishers (517021)

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Statewide

Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Sawing Mach Setters, Opers, & Tenders, Wood (517041)	120	95	79.2	30	25.0	65	54.2	10	8.3	10	8.3
Woodwork Mach Setters, Op/Tenders, Exc. Sawing (517042)	130	88	67.7	44	33.8	50	38.5	30	23.1	15	11.5
Misc. Woodworkers (5170XX)	520	490	94.2	29	5.6	455	87.5	25	4.8	15	2.9
Plant & System Operators (518000)	2,395	2,342	97.8	54	2.3	1,990	83.1	54	2.3	195	8.1
Power Plant Operators, Distr, & Dispatchers (518010)	505	468	92.7	35	6.9	410	81.2	35	6.9	25	5.0
Stationary Engineers & Boiler Operators (518021)	1,025	1,010	98.5	15	1.5	815	79.5	15	1.5	115	11.2
Water & Liq Waste Treat Plant & Sys. Opers (518031)	650	645	99.2	4	0.6	600	92.3	4	0.6	35	5.4
Miscellaneous Plant & System Operators (518090)	215	219	101.9	0	0.0	165	76.7	0	0.0	20	9.3
Other Production Occupations (519000)	38,785	23,111	59.6	15,676	40.4	16,085	41.5	9,310	24.0	2,038	5.3
Chem. Proc. Mach Setters, Ops, & Tenders (519010)	530	475	89.6	56	10.6	320	60.4	40	7.5	55	10.4
Crushing, Grinding, Etc. Workers (519020)	1,035	890	86.0	145	14.0	575	55.6	80	7.7	145	14.0
Cutting Workers (519030)	775	625	80.6	149	19.2	460	59.4	125	16.1	55	7.1
Extruding, Form, Press Mach Setters, Opers (519041)	300	234	78.0	60	20.0	160	53.3	50	16.7	25	8.3
Furnace, Kiln, Oven, Drier, & Kettle Op/Tenders (519051)	210	139	66.2	65	31.0	115	54.8	30	14.3	0	0.0
Inspectors, Testers, Sorters, Samplers, Weighers (519061)	12,560	6,817	54.3	5,750	45.8	5,485	43.7	3,915	31.2	489	3.9
Jewelers & Precious Stone & Metal Workers (519071)	420	259	61.7	165	39.3	220	52.4	125	29.8	4	1.0
Medical, Dental, & Ophthalmic Laboratory Techns (519080)	1,055	585	55.5	458	43.4	500	47.4	315	29.9	20	1.9
Packaging & Filling Mach Operators & Tenders (519111)	2,660	1,015	38.2	1,650	62.0	460	17.3	680	25.6	105	3.9
Painting Workers (519120)	1,465	1,270	86.7	193	13.2	855	58.4	150	10.2	70	4.8
Photog Process Wrkrs & Processing Mach Ops (519130)	1,335	604	45.2	724	54.2	495	37.1	555	41.6	75	5.6
Cementing & Gluing Machine Ops & Tenders (519191)	140	105	75.0	40	28.6	50	35.7	20	14.3	20	14.3
Cleaning, Washing, & Metal Pickling Eq Op/Tenders (519192)	85	65	76.5	20	23.5	40	47.1	20	23.5	0	0.0
Etchers & Engravers (519194)	160	120	75.0	40	25.0	80	50.0	40	25.0	0	0.0
Molders, Shapers, & Casters, Exc Metal & Plastic (519195)	395	359	90.9	40	10.1	325	82.3	30	7.6	0	0.0
Paper Goods Machine Setters, Op/Tenders (519196)	295	235	79.7	60	20.3	135	45.8	20	6.8	40	13.6
Tire Builders (519197)	35	40	114.3	0	0.0	25	71.4	0	0.0	0	0.0
Helpers - Production Workers (519198)	615	424	68.9	194	31.5	260	42.3	90	14.6	45	7.3
Other Production Workers (5191XX)	14,715	8,850	60.1	5,867	39.9	5,525	37.5	3,025	20.6	890	6.0
TRANSP. & MATERIAL MOVING OCCUPATIONS (530000)	77,355	64,110	82.9	13,184	17.0	46,525	60.1	8,833	11.4	8,117	10.5
Super., Transportation & Material Moving Wrkrs (531000)	2,270	1,757	77.4	499	22.0	1,440	63.4	365	16.1	134	5.9
Air Transportation Workers (532000)	1,530	1,394	91.1	120	7.8	1,360	88.9	105	6.9	8	0.5
Aircraft Pilots & Flight Engineers (532010)	1,270	1,186	93.4	75	5.9	1,170	92.1	60	4.7	4	0.3
Air Traffic Control & Airfield Ops Specialists (532020)	260	208	80.0	45	17.3	190	73.1	45	17.3	4	1.5
Motor Vehicle Operators (533000)	40,235	34,750	86.4	5,493	13.7	26,030	64.7	4,195	10.4	4,344	10.8
Bus Drivers (533020)	6,710	3,092	46.1	3,625	54.0	1,940	28.9	2,810	41.9	749	11.2
Driver/Sales Workers & Truck Drivers (533030)	29,720	28,310	95.3	1,408	4.7	22,230	74.8	1,070	3.6	2,815	9.5
Taxi Drivers & Chauffeurs (533041)	3,480	3,044	87.5	435	12.5	1,635	47.0	300	8.6	725	20.8
Misc. Motor Vehicle Opers, Incl. Amb. Drivers (5330XX)	325	304	93.5	25	7.7	225	69.2	15	4.6	55	16.9
Rail Transportation Workers (534000)	685	616	89.9	75	10.9	505	73.7	75	10.9	59	8.6
Locomotive Engineers & Operators (534010)	160	160	100.0	0	0.0	140	87.5	0	0.0	20	12.5
Railroad Brake, Signal, & Switch Operators (534021)	20	25	125.0	0	0.0	10	50.0	0	0.0	0	0.0
Railroad Conductors & Yardmasters (534031)	455	378	83.1	75	16.5	310	68.1	75	16.5	35	7.7
Subway, Streetcar, & Other Rail Transp. Workers (5340XX)	50	53	106.0	0	0.0	45	90.0	0	0.0	4	8.0
Water Transportation Workers (535000)	550	513	93.3	35	6.4	505	91.8	35	6.4	0	0.0
Sailors & Marine Oilers (535011)	215	205	95.3	10	4.7	205	95.3	10	4.7	0	0.0
Ship & Boat Captains & Operators (535020)	225	198	88.0	25	11.1	190	84.4	25	11.1	0	0.0
Ship Engineers (535031)	110	110	100.0	0	0.0	110	100.0	0	0.0	0	0.0
Other Transportation Workers (536000)	2,765	2,402	86.9	352	12.7	1,885	68.2	240	8.7	204	7.4
Parking Lot Attendants (536021)	550	504	91.6	43	7.8	310	56.4	15	2.7	80	14.5
Service Station Attendants (536031)	1,485	1,255	84.5	229	15.4	1,020	68.7	155	10.4	80	5.4
Transportation Inspectors (536051)	640	563	88.0	70	10.9	485	75.8	60	9.4	44	6.9
Misc. Transportation Workers (5360XX)	90	80	88.9	10	11.1	70	77.8	10	11.1	0	0.0

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Statewide

Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
0	0.0	20	16.7	10	8.3	0	0.0	10	8.3	Sawing Mach Setters, Opers, & Tenders, Wood (517041)
0	0.0	19	14.6	14	10.8	4	3.1	0	0.0	Woodwork Mach Setters, Op/Tenders, Exc. Sawing (517042)
0	0.0	20	3.8	4	0.8	0	0.0	0	0.0	Misc. Woodworkers (5170XX)
0	0.0	65	2.7	0	0.0	92	3.8	0	0.0	Plant & System Operators (518000)
0	0.0	15	3.0	0	0.0	18	3.6	0	0.0	Power Plant Operators, Distr, & Dispatchers (518010)
0	0.0	25	2.4	0	0.0	55	5.4	0	0.0	Stationary Engineers & Boiler Operators (518021)
0	0.0	10	1.5	0	0.0	0	0.0	0	0.0	Water & Liq Waste Treat Plant & Sys. Opers (518031)
0	0.0	15	7.0	0	0.0	19	8.8	0	0.0	Miscellaneous Plant & System Operators (518090)
1,559	4.0	3,653	9.4	3,605	9.3	1,335	3.4	1,202	3.1	Other Production Occupations (519000)
4	0.8	85	16.0	8	1.5	15	2.8	4	0.8	Chem. Proc. Mach Setters, Ops, & Tenders (519010)
10	1.0	100	9.7	20	1.9	70	6.8	35	3.4	Crushing, Grinding, Etc. Workers (519020)
0	0.0	55	7.1	14	1.8	55	7.1	10	1.3	Cutting Workers (519030)
0	0.0	39	13.0	10	3.3	10	3.3	0	0.0	Extruding, Form, Press Mach Setters, Opers (519041)
15	7.1	20	9.5	20	9.5	4	1.9	0	0.0	Furnace, Kiln, Oven, Drier, & Kettle Op/Tenders (519051)
380	3.0	525	4.2	935	7.4	318	2.5	520	4.1	Inspectors, Testers, Sorters, Samplers, Weighers (519061)
0	0.0	35	8.3	30	7.1	0	0.0	10	2.4	Jewelers & Precious Stone & Metal Workers (519071)
45	4.3	40	3.8	70	6.6	25	2.4	28	2.7	Medical, Dental, & Ophthalmic Laboratory Techns (519080)
185	7.0	385	14.5	710	26.7	65	2.4	75	2.8	Packaging & Filling Mach Operators & Tenders (519111)
10	0.7	270	18.4	29	2.0	75	5.1	4	0.3	Painting Workers (519120)
80	6.0	24	1.8	29	2.2	10	0.7	60	4.5	Photog Process Wrkrs & Processing Mach Ops (519130)
0	0.0	35	25.0	20	14.3	0	0.0	0	0.0	Cementing & Gluing Machine Ops & Tenders (519191)
0	0.0	15	17.6	0	0.0	10	11.8	0	0.0	Cleaning, Washing, & Metal Pickling Eq Op/Tenders (519192)
0	0.0	40	25.0	0	0.0	0	0.0	0	0.0	Etchers & Engravers (519194)
0	0.0	30	7.6	10	2.5	4	1.0	0	0.0	Molders, Shapers, & Casters, Exc Metal & Plastic (519195)
0	0.0	40	13.6	40	13.6	20	6.8	0	0.0	Paper Goods Machine Setters, Op/Tenders (519196)
0	0.0	15	42.9	0	0.0	0	0.0	0	0.0	Tire Builders (519197)
25	4.1	80	13.0	60	9.8	39	6.3	19	3.1	Helpers - Production Workers (519198)
805	5.5	1,820	12.4	1,600	10.9	615	4.2	437	3.0	Other Production Workers (5191XX)
1,498	1.9	7,400	9.6	2,270	2.9	2,068	2.7	583	0.8	TRANSP. & MATERIAL MOVING OCCUPATIONS (530000)
60	2.6	130	5.7	50	2.2	53	2.3	24	1.1	Super., Transportation & Material Moving Wrkrs (531000)
15	1.0	14	0.9	0	0.0	12	0.8	0	0.0	Air Transportation Workers (532000)
15	1.2	4	0.3	0	0.0	8	0.6	0	0.0	Aircraft Pilots & Flight Engineers (532010)
0	0.0	10	3.8	0	0.0	4	1.5	0	0.0	Air Traffic Control & Airfield Ops Specialists (532020)
555	1.4	3,370	8.4	575	1.4	1,006	2.5	168	0.4	Motor Vehicle Operators (533000)
355	5.3	340	5.1	365	5.4	63	0.9	95	1.4	Bus Drivers (533020)
125	0.4	2,565	8.6	160	0.5	700	2.4	53	0.2	Driver/Sales Workers & Truck Drivers (533030)
75	2.2	445	12.8	40	1.1	239	6.9	20	0.6	Taxi Drivers & Chauffeurs (533041)
0	0.0	20	6.2	10	3.1	4	1.2	0	0.0	Misc. Motor Vehicle Opers, Incl. Amb. Drivers (5330XX)
0	0.0	19	2.8	0	0.0	33	4.8	0	0.0	Rail Transportation Workers (534000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Locomotive Engineers & Operators (534010)
0	0.0	15	75.0	0	0.0	0	0.0	0	0.0	Railroad Brake, Signal, & Switch Operators (534021)
0	0.0	4	0.9	0	0.0	29	6.4	0	0.0	Railroad Conductors & Yardmasters (534031)
0	0.0	0	0.0	0	0.0	4	8.0	0	0.0	Subway, Streetcar, & Other Rail Transp. Workers (5340XX)
0	0.0	4	0.7	0	0.0	4	0.7	0	0.0	Water Transportation Workers (535000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Sailors & Marine Oilers (535011)
0	0.0	4	1.8	0	0.0	4	1.8	0	0.0	Ship & Boat Captains & Operators (535020)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Ship Engineers (535031)
14	0.5	190	6.9	48	1.7	123	4.4	50	1.8	Other Transportation Workers (536000)
4	0.7	90	16.4	14	2.5	24	4.4	10	1.8	Parking Lot Attendants (536021)
0	0.0	70	4.7	34	2.3	85	5.7	40	2.7	Service Station Attendants (536031)
10	1.6	30	4.7	0	0.0	4	0.6	0	0.0	Transportation Inspectors (536051)
0	0.0	0	0.0	0	0.0	10	11.1	0	0.0	Misc. Transportation Workers (5360XX)

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Statewide

Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Material Moving Workers (537000)	29,320	22,678	77.3	6,610	22.5	14,800	50.5	3,818	13.0	3,368	11.5
Crane & Tower Operators (537021)	620	586	94.5	30	4.8	570	91.9	10	1.6	4	0.6
Dredge, Excavating, & Loading Mach Op (537030)	670	664	99.1	4	0.6	600	89.6	4	0.6	10	1.5
Hoist & Winch Operators (537041)	85	85	100.0	0	0.0	85	100.0	0	0.0	0	0.0
Industrial Truck & Tractor Operators (537051)	2,645	2,415	91.3	220	8.3	1,545	58.4	125	4.7	410	15.5
Cleaners of Vehicles & Equipment (537061)	3,000	2,553	85.1	449	15.0	1,200	40.0	300	10.0	489	16.3
Laborers & Freight, Stock, & Mat. Movers, Hand (537062)	16,425	13,295	80.9	3,139	19.1	8,870	54.0	2,100	12.8	2,055	12.5
Machine Feeders & Offbearers (537063)	345	195	56.5	149	43.2	105	30.4	95	27.5	20	5.8
Packers & Packagers, Hand (537064)	4,095	1,535	37.5	2,549	62.2	820	20.0	1,130	27.6	210	5.1
Pumping Station Operators (537070)	40	40	100.0	0	0.0	40	100.0	0	0.0	0	0.0
Refuse & Recyclable Material Collectors (537081)	955	940	98.4	8	0.8	675	70.7	4	0.4	135	14.1
Misc. Material Moving Wrkrs (537XXX)	440	370	84.1	62	14.1	290	65.9	50	11.4	35	8.0
Unemployed, No Civilian Work Experience Since 1995	10,505	5,388	51.3	5,115	48.7	2,760	26.3	2,575	24.5	1,280	12.2

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Statewide

Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
854	2.9	3,673	12.5	1,597	5.4	837	2.9	341	1.2	Material Moving Workers (537000)
0	0.0	4	0.6	0	0.0	8	1.3	20	3.2	Crane & Tower Operators (537021)
0	0.0	39	5.8	0	0.0	15	2.2	0	0.0	Dredge, Excavating, & Loading Mach Op (537030)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Hoist & Winch Operators (537041)
70	2.6	375	14.2	15	0.6	85	3.2	10	0.4	Industrial Truck & Tractor Operators (537051)
80	2.7	770	25.7	55	1.8	94	3.1	14	0.5	Cleaners of Vehicles & Equipment (537061)
350	2.1	1,800	11.0	475	2.9	570	3.5	214	1.3	Laborers & Freight, Stock, & Mat. Movers, Hand (537062)
35	10.1	55	15.9	4	1.2	15	4.3	15	4.3	Machine Feeders & Offbearers (537063)
315	7.7	475	11.6	1,040	25.4	30	0.7	64	1.6	Packers & Packagers, Hand (537064)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Pumping Station Operators (537070)
0	0.0	120	12.6	4	0.4	10	1.0	0	0.0	Refuse & Recyclable Material Collectors (537081)
4	0.9	35	8.0	4	0.9	10	2.3	4	0.9	Misc. Material Moving Wrkrs (537XXX)
1,020	9.7	970	9.2	1,210	11.5	378	3.6	310	3.0	Unemployed, No Civilian Work Experience Since 1995



2000

Connecticut

Occupational

Statistics

FAIRFIELD

County

CONNECTICUT OCCUPATIONAL STATISTICS
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Fairfield County

Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Total Civilian Labor Force	447,918	241,516	53.9	205,844	46.0	182,631	40.8	151,146	33.7	18,048	4.0
MGMT., BUSINESS, & FIN. OCCS. (110000)	92,180	57,652	62.5	34,478	37.4	51,535	55.9	29,118	31.6	1,555	1.7
<i>Management Occupations (110001)</i>	61,465	40,745	66.3	20,687	33.7	36,565	59.5	18,060	29.4	951	1.5
Top Executives (111000)	14,465	11,500	79.5	2,969	20.5	10,595	73.2	2,815	19.5	179	1.2
Chief Executives (111011)	10,055	8,357	83.1	1,695	16.9	7,815	77.7	1,615	16.1	94	0.9
General & Operations Mgrs. (111021)	4,320	3,109	72.0	1,214	28.1	2,750	63.7	1,155	26.7	85	2.0
Legislators (111031)	90	34	37.8	60	66.7	30	33.3	45	50.0	0	0.0
Advert., Marketng., Promo., Pub. Rel. (112000)	10,705	6,321	59.0	4,387	41.0	5,855	54.7	3,920	36.6	119	1.1
Advertising & Promotions Mgrs. (112011)	905	409	45.2	492	54.4	380	42.0	480	53.0	10	1.1
Marketing & Sales Mgrs. (112020)	9,455	5,783	61.2	3,680	38.9	5,365	56.7	3,225	34.1	94	1.0
Public Relations Mgrs. (112031)	345	129	37.4	215	62.3	110	31.9	215	62.3	15	4.3
Operations Specialties Mgrs. (113000)	15,270	9,706	63.6	5,536	36.3	8,570	56.1	4,700	30.8	314	2.1
Administrative Services Mgrs. (113011)	540	259	48.0	279	51.7	230	42.6	235	43.5	15	2.8
Computer & Info. Systems Mgrs. (113021)	1,905	1,450	76.1	450	23.6	1,285	67.5	415	21.8	55	2.9
Financial Managers (113031)	8,135	5,338	65.6	2,794	34.3	4,775	58.7	2,395	29.4	124	1.5
Human Resources Mgrs. (113040)	2,130	949	44.6	1,168	54.8	800	37.6	1,030	48.4	75	3.5
Industrial Production Mgrs. (113051)	1,170	785	67.1	380	32.5	705	60.3	265	22.6	15	1.3
Purchasing Managers (113061)	825	430	52.1	395	47.9	385	46.7	310	37.6	20	2.4
Transp., Storage, & Dist. Mgrs. (113071)	565	495	87.6	70	12.4	390	69.0	50	8.8	10	1.8
Other Management Occupations (119000)	21,025	13,218	62.9	7,795	37.1	11,545	54.9	6,625	31.5	339	1.6
Farm, Ranch, & Other Agric. Mgrs. (119011)	125	95	76.0	25	20.0	80	64.0	25	20.0	15	12.0
Farmers & Ranchers (119012)	170	135	79.4	35	20.6	135	79.4	35	20.6	0	0.0
Construction Managers (119021)	2,270	2,130	93.8	138	6.1	1,970	86.8	130	5.7	20	0.9
Education Administrators (119030)	2,180	914	41.9	1,269	58.2	840	38.5	1,070	49.1	30	1.4
Engineering Managers (119041)	450	400	88.9	45	10.0	345	76.7	45	10.0	10	2.2
Food Service Managers (119051)	2,070	1,455	70.3	620	30.0	1,075	51.9	525	25.4	30	1.4
Funeral Directors (119061)	100	69	69.0	30	30.0	65	65.0	30	30.0	4	4.0
Gaming Managers (119071)	40	25	62.5	10	25.0	25	62.5	10	25.0	0	0.0
Lodging Managers (119081)	275	114	41.5	159	57.8	90	32.7	125	45.5	20	7.3
Medical & Health Services Mgrs. (119111)	1,365	379	27.8	984	72.1	335	24.5	880	64.5	10	0.7
Natural Sciences Managers (119121)	95	50	52.6	45	47.4	40	42.1	35	36.8	0	0.0
Postmasters & Mail Superintendents (119131)	45	39	86.7	10	22.2	35	77.8	0	0.0	0	0.0
Prop., Real Est., & Comm. Assoc. Mgrs. (119141)	1,445	915	63.3	533	36.9	840	58.1	450	31.1	15	1.0
Social & Community Service Managers (119151)	890	249	28.0	639	71.8	230	25.8	520	58.4	15	1.7
Managers, All Other (119199)	9,505	6,249	65.7	3,253	34.2	5,440	57.2	2,745	28.9	170	1.8
Business & Financial Oper. Occs. (130001)	30,715	16,907	55.0	13,791	44.9	14,970	48.7	11,058	36.0	604	2.0
Business Operations Specialists (131000)	14,170	7,000	49.4	7,143	50.4	6,060	42.8	5,944	41.9	317	2.2
Agents & Bus. Mgrs. of Artists, Etc. (131011)	245	105	42.9	140	57.1	95	38.8	130	53.1	10	4.1
Purch. Agts & Buyers, Farm Prod. (131021)	25	0	0.0	25	100.0	0	0.0	15	60.0	0	0.0
Whsle & Ret. Buyers, Exc. Farm Prod. (131022)	830	306	36.9	528	63.6	245	29.5	430	51.8	4	0.5
Purch. Agts, Exc. Whsle, Ret., Etc. (131023)	1,010	557	55.1	444	44.0	475	47.0	375	37.1	50	5.0
Claims Adj., Appr., Examiners, & Invest. (131030)	765	270	35.3	499	65.2	215	28.1	380	49.7	55	7.2
Compliance Officers, Exc. Agri., Etc. (131041)	365	198	54.2	159	43.6	165	45.2	125	34.2	10	2.7
Cost Estimators (131051)	275	264	96.0	4	1.5	260	94.5	4	1.5	0	0.0
Human Res., Training, & Labor Rel. Spec. (131070)	4,285	1,394	32.5	2,889	67.4	1,185	27.7	2,340	54.6	95	2.2
Logisticians (131081)	140	72	51.4	63	45.0	60	42.9	45	32.1	4	2.9
Management Analysts (131111)	5,210	3,469	66.6	1,743	33.5	3,060	58.7	1,585	30.4	44	0.8
Meeting & Convention Planners (131121)	355	55	15.5	299	84.2	45	12.7	265	74.6	10	2.8
Other Business Operations Specialists (1311XX)	665	310	46.6	350	52.6	255	38.3	250	37.6	35	5.3
Financial Specialists (132000)	16,545	9,907	59.9	6,648	40.2	8,910	53.9	5,114	30.9	287	1.7
Accountants & Auditors (132011)	9,730	5,369	55.2	4,369	44.9	4,810	49.4	3,325	34.2	194	2.0
Appraisers & Assessors of Real Estate (132021)	350	220	62.9	130	37.1	220	62.9	130	37.1	0	0.0

CONNECTICUT OCCUPATIONAL STATISTICS
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Fairfield County

Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
23,096	5.2	27,423	6.1	21,427	4.8	13,414	3.0	10,175	2.3	Total Civilian Labor Force
2,395	2.6	2,101	2.3	1,294	1.4	2,461	2.7	1,671	1.8	MGMT., BUSINESS, & FIN. OCCS. (110000)
1,083	1.8	1,578	2.6	699	1.1	1,651	2.7	845	1.4	Management Occupations (110001)
95	0.7	310	2.1	25	0.2	416	2.9	34	0.2	Top Executives (111000)
25	0.2	160	1.6	25	0.2	288	2.9	30	0.3	Chief Executives (111011)
55	1.3	150	3.5	0	0.0	124	2.9	4	0.1	General & Operations Mgrs. (111021)
15	16.7	0	0.0	0	0.0	4	4.4	0	0.0	Legislators (111031)
169	1.6	108	1.0	84	0.8	239	2.2	214	2.0	Advert., Marketing., Promo., Pub. Rel. (112000)
4	0.4	4	0.4	4	0.4	15	1.7	4	0.4	Advertising & Promotions Mgrs. (112011)
165	1.7	100	1.1	80	0.8	224	2.4	210	2.2	Marketing & Sales Mgrs. (112020)
0	0.0	4	1.2	0	0.0	0	0.0	0	0.0	Public Relations Mgrs. (112031)
295	1.9	474	3.1	218	1.4	348	2.3	323	2.1	Operations Specialties Mgrs. (113000)
0	0.0	14	2.6	29	5.4	0	0.0	15	2.8	Administrative Services Mgrs. (113011)
15	0.8	40	2.1	0	0.0	70	3.7	20	1.0	Computer & Info. Systems Mgrs. (113021)
140	1.7	190	2.3	94	1.2	249	3.1	165	2.0	Financial Managers (113031)
45	2.1	70	3.3	55	2.6	4	0.2	38	1.8	Human Resources Mgrs. (113040)
20	1.7	50	4.3	40	3.4	15	1.3	55	4.7	Industrial Production Mgrs. (113051)
55	6.7	25	3.0	0	0.0	0	0.0	30	3.6	Purchasing Managers (113061)
20	3.5	85	15.0	0	0.0	10	1.8	0	0.0	Transp., Storage, & Dist. Mgrs. (113071)
524	2.5	686	3.3	372	1.8	648	3.1	274	1.3	Other Management Occupations (119000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Farm, Ranch, & Other Agric. Mgrs. (119011)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Farmers & Ranchers (119012)
0	0.0	100	4.4	4	0.2	40	1.8	4	0.2	Construction Managers (119021)
105	4.8	34	1.6	59	2.7	10	0.5	35	1.6	Education Administrators (119030)
0	0.0	15	3.3	0	0.0	30	6.7	0	0.0	Engineering Managers (119041)
25	1.2	220	10.6	60	2.9	130	6.3	10	0.5	Food Service Managers (119051)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Funeral Directors (119061)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Gaming Managers (119071)
10	3.6	0	0.0	0	0.0	4	1.5	24	8.7	Lodging Managers (119081)
50	3.7	4	0.3	34	2.5	30	2.2	20	1.5	Medical & Health Services Mgrs. (119111)
0	0.0	0	0.0	0	0.0	10	10.5	10	10.5	Natural Sciences Managers (119121)
0	0.0	4	8.9	10	22.2	0	0.0	0	0.0	Postmasters & Mail Superintendents (119131)
55	3.8	60	4.2	20	1.4	0	0.0	8	0.6	Prop., Real Est., & Comm. Assoc. Mgrs. (119141)
80	9.0	4	0.4	25	2.8	0	0.0	14	1.6	Social & Community Service Managers (119151)
199	2.1	245	2.6	160	1.7	394	4.1	149	1.6	Managers, All Other (119199)
1,312	4.3	523	1.7	595	1.9	810	2.6	826	2.7	Business & Financial Oper. Occs. (130001)
658	4.6	244	1.7	267	1.9	379	2.7	274	1.9	Business Operations Specialists (131000)
10	4.1	0	0.0	0	0.0	0	0.0	0	0.0	Agents & Bus. Mgrs. of Artists, Etc. (131011)
10	40.0	0	0.0	0	0.0	0	0.0	0	0.0	Purch. Agts & Buyers, Farm Prod. (131021)
44	5.3	29	3.5	50	6.0	28	3.4	4	0.5	Whsle & Ret. Buyers, Exc. Farm Prod. (131022)
35	3.5	14	1.4	15	1.5	18	1.8	19	1.9	Purch. Agts, Exc. Whsle, Ret., Etc. (131023)
90	11.8	0	0.0	19	2.5	0	0.0	10	1.3	Claims Adj., Appr., Examiners, & Invest. (131030)
10	2.7	19	5.2	4	1.1	4	1.1	20	5.5	Compliance Officers, Exc. Agri., Etc. (131041)
0	0.0	4	1.5	0	0.0	0	0.0	0	0.0	Cost Estimators (131051)
340	7.9	75	1.8	85	2.0	39	0.9	124	2.9	Human Res., Training, & Labor Rel. Spec. (131070)
4	2.9	8	5.7	4	2.9	0	0.0	10	7.1	Logisticians (131081)
75	1.4	95	1.8	30	0.6	270	5.2	53	1.0	Management Analysts (131111)
10	2.8	0	0.0	20	5.6	0	0.0	4	1.1	Meeting & Convention Planners (131121)
30	4.5	0	0.0	40	6.0	20	3.0	30	4.5	Other Business Operations Specialists (1311XX)
654	4.0	279	1.7	328	2.0	431	2.6	552	3.3	Financial Specialists (132000)
490	5.0	150	1.5	170	1.7	215	2.2	384	3.9	Accountants & Auditors (132011)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Appraisers & Assessors of Real Estate (132021)

CONNECTICUT OCCUPATIONAL STATISTICS
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Fairfield County

Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Budget Analysts (132031)	75	35	46.7	39	52.0	25	33.3	35	46.7	10	13.3
Credit Analysts (132041)	190	70	36.8	125	65.8	40	21.1	75	39.5	10	5.3
Financial Analysts (132051)	1,305	964	73.9	333	25.5	860	65.9	280	21.5	30	2.3
Personal Financial Advisors (132052)	2,665	1,993	74.8	660	24.8	1,815	68.1	530	19.9	14	0.5
Insurance Underwriters (132053)	380	218	57.4	165	43.4	200	52.6	120	31.6	0	0.0
Financial Examiners (132061)	10	10	100.0	4	40.0	0	0.0	4	40.0	0	0.0
Loan Counselors & Officers (132070)	1,010	579	57.3	434	43.0	540	53.5	350	34.7	15	1.5
Tax Examiners, Collectors, & Rev. Agts (132081)	105	60	57.1	45	42.9	50	47.6	35	33.3	10	9.5
Tax Preparers (132082)	435	254	58.4	185	42.5	230	52.9	145	33.3	4	0.9
Financial Specialists, All Other (132099)	290	135	46.6	159	54.8	120	41.4	85	29.3	0	0.0
PROFESSIONAL & RELATED OCCUPATIONS (150000)	98,454	44,246	44.9	53,992	54.8	37,261	37.8	45,042	45.7	1,787	1.8
<i>Computer & Mathematical Occupations (150001)</i>	<i>13,725</i>	<i>9,735</i>	<i>70.9</i>	<i>3,991</i>	<i>29.1</i>	<i>7,425</i>	<i>54.1</i>	<i>2,995</i>	<i>21.8</i>	<i>359</i>	<i>2.6</i>
Computer Specialists (151000)	12,790	9,100	71.1	3,688	28.8	6,885	53.8	2,770	21.7	359	2.8
Computer Programmers (151021)	2,675	1,815	67.9	860	32.1	1,440	53.8	635	23.7	70	2.6
Computer Software Engineers (151030)	2,635	2,039	77.4	595	22.6	1,495	56.7	435	16.5	40	1.5
Computer Support Specialists (151041)	1,035	665	64.3	369	35.7	485	46.9	325	31.4	45	4.3
Database Administrators (151061)	430	244	56.7	185	43.0	200	46.5	110	25.6	0	0.0
Network & Computer Syst. Admins. (151071)	710	534	75.2	175	24.6	465	65.5	125	17.6	0	0.0
Network Sys. & Data Comm. Analysts (151081)	1,630	1,219	74.8	410	25.2	940	57.7	330	20.2	44	2.7
Computer Scientists & Sys. Analysts (1510XX)	3,675	2,584	70.3	1,094	29.8	1,860	50.6	810	22.0	160	4.4
Mathematical Scientists (152000)	935	635	67.9	303	32.4	540	57.8	225	24.1	0	0.0
Actuaries (152011)	400	325	81.3	74	18.5	300	75.0	45	11.3	0	0.0
Operations Research Analysts (152031)	370	235	63.5	129	34.9	190	51.4	100	27.0	0	0.0
Misc. Math Science Occupations (1520XX)	165	75	45.5	100	60.6	50	30.3	80	48.5	0	0.0
<i>Architecture & Engineering Occs. (170001)</i>	<i>7,970</i>	<i>6,999</i>	<i>87.8</i>	<i>941</i>	<i>11.8</i>	<i>6,004</i>	<i>75.3</i>	<i>808</i>	<i>10.1</i>	<i>167</i>	<i>2.1</i>
Architects, Surveyors, & Cartographers (171000)	1,350	1,034	76.6	309	22.9	915	67.8	290	21.5	0	0.0
Architects, Except Naval (171010)	1,250	934	74.7	309	24.7	835	66.8	290	23.2	0	0.0
Surv., Cartog., & Photogrammetrists (171020)	100	100	100.0	0	0.0	80	80.0	0	0.0	0	0.0
Engineers (172000)	4,790	4,312	90.0	458	9.6	3,834	80.0	388	8.1	82	1.7
Aerospace Engineers (172011)	290	275	94.8	10	3.4	245	84.5	0	0.0	10	3.4
Chemical Engineers (172041)	225	194	86.2	30	13.3	150	66.7	30	13.3	0	0.0
Civil Engineers (172051)	600	543	90.5	60	10.0	485	80.8	60	10.0	4	0.7
Computer Hardware Engineers (172061)	305	254	83.3	55	18.0	225	73.8	55	18.0	10	3.3
Electrical & Electronics Engineers (172070)	1,055	977	92.6	75	7.1	885	83.9	65	6.2	15	1.4
Environmental Engineers (172081)	75	70	93.3	4	5.3	55	73.3	4	5.3	0	0.0
Ind. Engineers, Incl. Health & Safety (172110)	455	358	78.7	95	20.9	340	74.7	75	16.5	4	0.9
Marine Engineers & Naval Architects (172121)	15	8	53.3	0	0.0	4	26.7	0	0.0	0	0.0
Materials Engineers (172131)	65	54	83.1	4	6.2	50	76.9	4	6.2	4	6.2
Mechanical Engineers (172141)	615	540	87.8	70	11.4	470	76.4	70	11.4	10	1.6
Nuclear Engineers (172161)	20	20	100.0	0	0.0	20	100.0	0	0.0	0	0.0
Petroleum, Mining & Geological Engrs. (1721XX)	20	20	100.0	0	0.0	20	100.0	0	0.0	0	0.0
Miscellaneous Engineers, Incl. Agric. (172XXX)	1,050	999	95.1	55	5.2	885	84.3	25	2.4	25	2.4
Drafters, Engrng, & Mapping Techs. (173000)	1,830	1,653	90.3	174	9.5	1,255	68.6	130	7.1	85	4.6
Drafters (173010)	530	500	94.3	30	5.7	460	86.8	30	5.7	20	3.8
Engineering Technicians, Exc. Drafters (173020)	1,180	1,059	89.7	119	10.1	705	59.7	75	6.4	65	5.5
Surveying & Mapping Technicians (173031)	120	94	78.3	25	20.8	90	75.0	25	20.8	0	0.0
<i>Life, Physical, & Social Science Occs. (190001)</i>	<i>4,554</i>	<i>2,407</i>	<i>52.9</i>	<i>2,128</i>	<i>46.7</i>	<i>2,010</i>	<i>44.1</i>	<i>1,760</i>	<i>38.6</i>	<i>62</i>	<i>1.4</i>
Life Scientists (191000)	519	318	61.3	193	37.2	255	49.1	140	27.0	10	1.9
Agricultural & Food Scientists (191010)	95	50	52.6	44	46.3	50	52.6	40	42.1	0	0.0
Biological Scientists (191020)	120	75	62.5	40	33.3	75	62.5	40	33.3	0	0.0
Conservation Scientists & Foresters (191030)	4	4	100.0	0	0.0	0	0.0	0	0.0	0	0.0
Medical Scientists (191040)	300	189	63.0	109	36.3	130	43.3	60	20.0	10	3.3

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
4	5.3	0	0.0	0	0.0	0	0.0	0	0.0	Budget Analysts (132031)
10	5.3	10	5.3	40	21.1	10	5.3	0	0.0	Credit Analysts (132041)
15	1.1	0	0.0	4	0.3	74	5.7	34	2.6	Financial Analysts (132051)
40	1.5	75	2.8	20	0.8	89	3.3	70	2.6	Personal Financial Advisors (132052)
10	2.6	4	1.1	15	3.9	14	3.7	20	5.3	Insurance Underwriters (132053)
0	0.0	10	100.0	0	0.0	0	0.0	0	0.0	Financial Examiners (132061)
35	3.5	20	2.0	19	1.9	4	0.4	30	3.0	Loan Counselors & Officers (132070)
10	9.5	0	0.0	0	0.0	0	0.0	0	0.0	Tax Examiners, Collectors, & Rev. Agts (132081)
10	2.3	10	2.3	20	4.6	10	2.3	10	2.3	Tax Preparers (132082)
30	10.3	0	0.0	40	13.8	15	5.2	4	1.4	Financial Specialists, All Other (132099)
4,035	4.1	1,917	1.9	2,434	2.5	3,281	3.3	2,481	2.5	PROFESSIONAL & RELATED OCCUPATIONS (150000)
365	2.7	469	3.4	158	1.2	1,482	10.8	473	3.4	Computer & Mathematical Occupations (150001)
295	2.3	434	3.4	154	1.2	1,422	11.1	469	3.7	Computer Specialists (151000)
50	1.9	85	3.2	55	2.1	220	8.2	120	4.5	Computer Programmers (151021)
25	0.9	35	1.3	10	0.4	469	17.8	125	4.7	Computer Software Engineers (151030)
15	1.4	65	6.3	25	2.4	70	6.8	4	0.4	Computer Support Specialists (151041)
40	9.3	14	3.3	10	2.3	30	7.0	25	5.8	Database Administrators (151061)
35	4.9	55	7.7	0	0.0	14	2.0	15	2.1	Network & Computer Syst. Adms. (151071)
40	2.5	75	4.6	0	0.0	160	9.8	40	2.5	Network Sys. & Data Comm. Analysts (151081)
90	2.4	105	2.9	54	1.5	459	12.5	140	3.8	Computer Scientists & Sys. Analysts (1510XX)
70	7.5	35	3.7	4	0.4	60	6.4	4	0.4	Mathematical Scientists (152000)
25	6.3	10	2.5	4	1.0	15	3.8	0	0.0	Actuaries (152011)
25	6.8	15	4.1	0	0.0	30	8.1	4	1.1	Operations Research Analysts (152031)
20	12.1	10	6.1	0	0.0	15	9.1	0	0.0	Misc. Math Science Occupations (1520XX)
14	0.2	440	5.5	70	0.9	388	4.9	49	0.6	Architecture & Engineering Occs. (170001)
0	0.0	65	4.8	15	1.1	54	4.0	4	0.3	Architects, Surveyors, & Cartographers (171000)
0	0.0	55	4.4	15	1.2	44	3.5	4	0.3	Architects, Except Naval (171010)
0	0.0	10	10.0	0	0.0	10	10.0	0	0.0	Surv., Cartog., & Photogrammetrists (171020)
10	0.2	196	4.1	30	0.6	200	4.2	30	0.6	Engineers (172000)
0	0.0	10	3.4	0	0.0	10	3.4	10	3.4	Aerospace Engineers (172011)
0	0.0	25	11.1	0	0.0	19	8.4	0	0.0	Chemical Engineers (172041)
0	0.0	24	4.0	0	0.0	30	5.0	0	0.0	Civil Engineers (172051)
0	0.0	15	4.9	0	0.0	4	1.3	0	0.0	Computer Hardware Engineers (172061)
10	0.9	8	0.8	0	0.0	69	6.5	0	0.0	Electrical & Electronics Engineers (172070)
0	0.0	15	20.0	0	0.0	0	0.0	0	0.0	Environmental Engineers (172081)
0	0.0	14	3.1	20	4.4	0	0.0	0	0.0	Ind. Engineers, Incl. Health & Safety (172110)
0	0.0	0	0.0	0	0.0	4	26.7	0	0.0	Marine Engineers & Naval Architects (172121)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Materials Engineers (172131)
0	0.0	35	5.7	0	0.0	25	4.1	0	0.0	Mechanical Engineers (172141)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Nuclear Engineers (172161)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Petroleum, Mining & Geological Engrs. (1721XX)
0	0.0	50	4.8	10	1.0	39	3.7	20	1.9	Miscellaneous Engineers, Incl. Agric. (172XXX)
4	0.2	179	9.8	25	1.4	134	7.3	15	0.8	Drafters, Engrng, & Mapping Techs. (173000)
0	0.0	20	3.8	0	0.0	0	0.0	0	0.0	Drafters (173010)
4	0.3	155	13.1	25	2.1	134	11.4	15	1.3	Engineering Technicians, Exc. Drafters (173020)
0	0.0	4	3.3	0	0.0	0	0.0	0	0.0	Surveying & Mapping Technicians (173031)
59	1.3	109	2.4	73	1.6	226	5.0	236	5.2	Life, Physical, & Social Science Occs. (190001)
10	1.9	23	4.4	0	0.0	30	5.8	43	8.3	Life Scientists (191000)
0	0.0	0	0.0	0	0.0	0	0.0	4	4.2	Agricultural & Food Scientists (191010)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Biological Scientists (191020)
0	0.0	4	100.0	0	0.0	0	0.0	0	0.0	Conservation Scientists & Foresters (191030)
10	3.3	19	6.3	0	0.0	30	10.0	39	13.0	Medical Scientists (191040)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
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	0.9
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	0	0.0	0	0.0	0	0.0	0	0.0
Misc. Life, Phy., & Soc. Sci. Techs. (1940XX)	245	83	33.9	160	65.3	75	30.6	140	57.1	4	1.6
Community & Social Services Occs. (210001)	5,895	2,190	37.2	3,687	62.5	1,470	24.9	2,480	42.1	385	6.5
Counselors, Soc. Workers, & Others (211000)	4,535	1,212	26.7	3,314	73.1	730	16.1	2,140	47.2	320	7.1
Counselors (211010)	1,795	554	30.9	1,235	68.8	385	21.4	865	48.2	120	6.7
Social Workers (211020)	2,160	470	21.8	1,689	78.2	240	11.1	1,135	52.5	145	6.7
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	71.9	373	27.4	740	54.4	340	25.0	65	4.8
Clergy (212011)	1,040	880	84.6	164	15.8	685	65.9	160	15.4	55	5.3
Directors, Religious Activities & Educ. (212021)	115	20	17.4	94	81.7	20	17.4	90	78.3	0	0.0
Religious Workers, All Other (212099)	205	78	38.0	115	56.1	35	17.1	90	43.9	10	4.9
Legal Occupations (230001)	7,760	4,812	62.0	2,943	37.9	4,570	58.9	2,500	32.2	79	1.0
Lawyers, Judges, & Related Workers (231000)	6,020	4,554	75.6	1,460	24.3	4,335	72.0	1,285	21.3	75	1.2
Lawyers (231011)	5,715	4,389	76.8	1,325	23.2	4,195	73.4	1,200	21.0	60	1.0
Judges, Magistrates, & Other Jud. Wrks (231020)	305	165	54.1	135	44.3	140	45.9	85	27.9	15	4.9
Legal Support Workers (232000)	1,740	258	14.8	1,483	85.2	235	13.5	1,215	69.8	4	0.2
Paralegals & Legal Assistants (232011)	1,240	54	4.4	1,189	95.9	50	4.0	985	79.4	0	0.0
Miscellaneous Legal Support Workers (232090)	500	204	40.8	294	58.8	185	37.0	230	46.0	4	0.8
Education, Training, & Library Occs. (250001)	26,115	6,057	23.2	20,030	76.7	5,320	20.4	17,615	67.5	284	1.1
Postsecondary Teachers (251000)	2,440	1,229	50.4	1,204	49.3	1,030	42.2	1,045	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	12,025	71.4	159	0.9
Preschool & Kindergarten Teachers (252010)	2,040	55	2.7	1,984	97.3	25	1.2	1,655	81.1	10	0.5
Elementary & Middle School Teachers (252020)	10,955	2,325	21.2	8,618	78.7	2,125	19.4	7,980	72.8	115	1.0
Secondary School Teachers (252030)	3,095	1,249	40.4	1,848	59.7	1,190	38.4	1,695	54.8	30	1.0
Special Education Teachers (252040)	760	44	5.8	713	93.8	30	3.9	695	91.4	4	0.5
Other Teachers & Instructors (253000)	2,130	638	30.0	1,488	69.9	530	24.9	1,310	61.5	20	0.9
Librarians, Curators, & Archivists (254000)	1,165	249	21.4	921	79.1	185	15.9	885	76.0	0	0.0
Archivists, Curators, & Museum Techs. (254010)	130	64	49.2	65	50.0	45	34.6	55	42.3	0	0.0
Librarians (254021)	875	130	14.9	748	85.5	95	10.9	730	83.4	0	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	7.6	3,254	92.2	205	5.8	2,350	66.6	30	0.8
Teacher Assistants (259041)	3,370	244	7.2	3,119	92.6	185	5.5	2,235	66.3	30	0.9
Other Educ., Training, & Library Wrks (2590XX)	160	24	15.0	135	84.4	20	12.5	115	71.9	0	0.0
Arts, Des., Entert., Sports, & Media Occs. (270001)	13,510	6,801	50.3	6,644	49.2	6,149	45.5	6,059	44.8	228	1.7
Art & Design Workers (271000)	5,750	2,461	42.8	3,273	56.9	2,225	38.7	3,015	52.4	65	1.1
Artists & Related Workers (271010)	1,330	632	47.5	693	52.1	560	42.1	645	48.5	25	1.9

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
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	0.2	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)
14	1.0	74	5.4	15	1.1	99	7.3	4	0.3	Religious Workers (212000)
4	0.4	60	5.8	0	0.0	80	7.7	0	0.0	Clergy (212011)
0	0.0	0	0.0	0	0.0	0	0.0	4	3.5	Directors, Religious Activities & Educ. (212021)
10	4.9	14	6.8	15	7.3	19	9.3	0	0.0	Religious Workers, All Other (212099)
245	3.2	19	0.2	130	1.7	144	1.9	68	0.9	Legal Occupations (230001)
100	1.7	15	0.2	55	0.9	129	2.1	20	0.3	Lawyers, Judges, & Related Workers (231000)
60	1.0	15	0.3	45	0.8	119	2.1	20	0.3	Lawyers (231011)
40	13.1	0	0.0	10	3.3	10	3.3	0	0.0	Judges, Magistrates, & Other Jud. Wrkrs (231020)
145	8.3	4	0.2	75	4.3	15	0.9	48	2.8	Legal Support Workers (232000)
110	8.9	4	0.3	60	4.8	0	0.0	34	2.7	Paralegals & Legal Assistants (232011)
35	7.0	0	0.0	15	3.0	15	3.0	14	2.8	Miscellaneous Legal Support Workers (232090)
1,111	4.3	181	0.7	778	3.0	272	1.0	526	2.0	Education, Training, & Library Occs. (250001)
45	1.8	24	1.0	45	1.8	100	4.1	69	2.8	Postsecondary Teachers (251000)
554	3.3	85	0.5	289	1.7	59	0.4	295	1.8	Primary, Sec. & Special Ed. Teachers (252000)
185	9.1	20	1.0	85	4.2	0	0.0	59	2.9	Preschool & Kindergarten Teachers (252010)
270	2.5	30	0.3	160	1.5	55	0.5	208	1.9	Elementary & Middle School Teachers (252020)
95	3.1	25	0.8	30	1.0	4	0.1	28	0.9	Secondary School Teachers (252030)
4	0.5	10	1.3	14	1.8	0	0.0	0	0.0	Special Education Teachers (252040)
69	3.2	44	2.1	55	2.6	44	2.1	54	2.5	Other Teachers & Instructors (253000)
18	1.5	10	0.9	14	1.2	54	4.6	4	0.3	Librarians, Curators, & Archivists (254000)
10	7.7	0	0.0	0	0.0	19	14.6	0	0.0	Archivists, Curators, & Museum Techs. (254010)
4	0.5	0	0.0	10	1.1	35	4.0	4	0.5	Librarians (254021)
4	2.5	10	6.3	4	2.5	0	0.0	0	0.0	Library Technicians (254031)
425	12.0	18	0.5	375	10.6	15	0.4	104	2.9	Other Educ., Training, & Library Occs. (259000)
405	12.0	14	0.4	375	11.1	15	0.4	104	3.1	Teacher Assistants (259041)
20	12.5	4	2.5	0	0.0	0	0.0	0	0.0	Other Educ., Training, & Library Wrkrs (2590XX)
127	0.9	270	2.0	264	2.0	154	1.1	194	1.4	Arts, Des., Entert., Sports, & Media Occs. (270001)
55	1.0	110	1.9	90	1.6	61	1.1	113	2.0	Art & Design Workers (271000)
0	0.0	35	2.6	20	1.5	12	0.9	28	2.1	Artists & Related Workers (271010)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Designers (271020)	4,420	1,829	41.4	2,580	58.4	1,665	37.7	2,370	53.6	40	0.9
Entertainers & Perf., Sports & Rel. Wrkrs. (272000)	2,660	1,753	65.9	894	33.6	1,554	58.4	850	32.0	124	4.7
Actors (272011)	120	85	70.8	39	32.5	75	62.5	35	29.2	10	8.3
Producers & Directors (272012)	795	442	55.6	349	43.9	420	52.8	335	42.1	14	1.8
Athletes, Coaches, Umps, & Rel. Wrkrs (272020)	915	660	72.1	248	27.1	580	63.4	240	26.2	40	4.4
Dancers & Choreographers (272030)	20	4	20.0	15	75.0	4	20.0	15	75.0	0	0.0
Musicians, Singers, & Rel. Workers (272040)	750	527	70.3	218	29.1	440	58.7	200	26.7	60	8.0
Ent. & Perf., Sports & Rel. Wrkrs, All Other (272099)	60	35	58.3	25	41.7	35	58.3	25	41.7	0	0.0
Media & Communication Workers (273000)	4,100	1,799	43.9	2,269	55.3	1,670	40.7	2,004	48.9	14	0.3
Announcers (273010)	190	180	94.7	14	7.4	155	81.6	4	2.1	0	0.0
News Analysts, Reporters & Corresp. (273020)	420	230	54.8	185	44.0	220	52.4	155	36.9	0	0.0
Public Relations Specialists (273031)	670	199	29.7	465	69.4	175	26.1	465	69.4	0	0.0
Editors (273041)	1,260	469	37.2	783	62.1	465	36.9	705	56.0	0	0.0
Technical Writers (273042)	280	139	49.6	140	50.0	135	48.2	105	37.5	0	0.0
Writers & Authors (273043)	1,035	499	48.2	524	50.6	460	44.4	495	47.8	10	1.0
Misc. Media & Comm. Workers (273090)	245	83	33.9	158	64.5	60	24.5	75	30.6	4	1.6
Media & Comm. Equipment Workers (274000)	1,000	788	78.8	208	20.8	700	70.0	190	19.0	25	2.5
Photographers (274021)	515	384	74.6	129	25.0	325	63.1	115	22.3	0	0.0
TV, Video, & Motion Pict. Camera Oper. (274030)	140	115	82.1	19	13.6	115	82.1	15	10.7	0	0.0
BC & Sound Engrng. Techs, Etc. (2740XX)	345	289	83.8	60	17.4	260	75.4	60	17.4	25	7.2
Healthcare Practitioners & Tech. Occs. (290001)	18,925	5,245	27.7	13,628	72.0	4,313	22.8	10,825	57.2	223	1.2
Health Diag. & Treating Practitioners (291000)	14,485	4,345	30.0	10,101	69.7	3,668	25.3	8,360	57.7	169	1.2
Chiropractors (291011)	245	160	65.3	89	36.3	160	65.3	50	20.4	0	0.0
Dentists (291020)	780	649	83.2	122	15.6	580	74.4	85	10.9	30	3.8
Dietitians & Nutritionists (291031)	295	49	16.6	239	81.0	25	8.5	155	52.5	20	6.8
Optometrists (291041)	155	95	61.3	59	38.1	95	61.3	55	35.5	0	0.0
Pharmacists (291051)	445	230	51.7	220	49.4	230	51.7	180	40.4	0	0.0
Physicians & Surgeons (291060)	3,050	2,275	74.6	768	25.2	1,925	63.1	520	17.0	50	1.6
Physician Assistants (291071)	255	90	35.3	163	63.9	65	25.5	140	54.9	0	0.0
Podiatrists (291081)	45	45	100.0	0	0.0	45	100.0	0	0.0	0	0.0
Registered Nurses (291111)	7,365	358	4.9	7,005	95.1	230	3.1	5,805	78.8	25	0.3
Audiologists (291121)	20	0	0.0	20	100.0	0	0.0	20	100.0	0	0.0
Occupational Therapists (291122)	255	4	1.6	249	97.6	4	1.6	245	96.1	0	0.0
Physical Therapists (291123)	485	124	25.6	354	73.0	80	16.5	310	63.9	29	6.0
Radiation Therapists (291124)	35	0	0.0	35	100.0	0	0.0	35	100.0	0	0.0
Recreational Therapists (291125)	70	4	5.7	65	92.9	4	5.7	65	92.9	0	0.0
Respiratory Therapists (291126)	215	75	34.9	134	62.3	50	23.3	130	60.5	15	7.0
Speech-Language Pathologists (291127)	330	15	4.5	315	95.5	15	4.5	315	95.5	0	0.0
Therapists, All Other (291129)	195	55	28.2	140	71.8	55	28.2	130	66.7	0	0.0
Veterinarians (291131)	200	113	56.5	85	42.5	105	52.5	85	42.5	0	0.0
Health Diag. & Treating Pract., All Other (291199)	45	4	8.9	39	86.7	0	0.0	35	77.8	0	0.0
Health Technologists & Technicians (292000)	4,340	860	19.8	3,463	79.8	615	14.2	2,405	55.4	44	1.0
Clinical Lab Technologists & Techs. (292010)	680	194	28.5	483	71.0	90	13.2	300	44.1	20	2.9
Dental Hygienists (292021)	500	0	0.0	500	100.0	0	0.0	470	94.0	0	0.0
Diagnostic-Rel. Technologists & Techs. (292030)	600	210	35.0	389	64.8	160	26.7	350	58.3	0	0.0
Emergency Med. Techs & Paramedics (292041)	140	94	67.1	40	28.6	90	64.3	40	28.6	0	0.0
Health Diag & Treat. Pract. Supp. Techs. (292050)	860	175	20.3	684	79.5	125	14.5	470	54.7	10	1.2
Lic. Practical & Lic. Vocational Nurses (292061)	1,145	24	2.1	1,124	98.2	20	1.7	595	52.0	4	0.3
Medical Records & Health Info. Techs. (292071)	150	35	23.3	114	76.0	20	13.3	75	50.0	0	0.0
Opticians, Dispensing (292081)	120	74	61.7	40	33.3	70	58.3	30	25.0	0	0.0
Misc. Health Technologists & Techs. (292090)	145	54	37.2	89	61.4	40	27.6	75	51.7	10	6.9
Other Healthcare Pract. & Tech. Occs. (299000)	100	40	40.0	64	64.0	30	30.0	60	60.0	10	10.0

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Fairfield County

Black Non-Hispanic		Hispanic In Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
55	1.2	75	1.7	70	1.6	49	1.1	85	1.9	Designers (271020)
14	0.5	33	1.2	22	0.8	42	1.6	8	0.3	Entertainers & Perf., Sports & Rel. Wrkrs. (272000)
0	0.0	0	0.0	4	3.3	0	0.0	0	0.0	Actors (272011)
10	1.3	0	0.0	4	0.5	8	1.0	0	0.0	Producers & Directors (272012)
0	0.0	25	2.7	4	0.4	15	1.6	4	0.4	Athletes, Coaches, Umps, & Rel. Wrkrs (272020)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Dancers & Choreographers (272030)
4	0.5	8	1.1	10	1.3	19	2.5	4	0.5	Musicians, Singers, & Rel. Workers (272040)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Ent. & Perf., Sports & Rel. Wrkrs, All Other (272099)
54	1.3	72	1.8	138	3.4	43	1.0	73	1.8	Media & Communication Workers (273000)
0	0.0	25	13.2	10	5.3	0	0.0	0	0.0	Announcers (273010)
15	3.6	0	0.0	15	3.6	10	2.4	0	0.0	News Analysts, Reporters & Corresp. (273020)
0	0.0	20	3.0	0	0.0	4	0.6	0	0.0	Public Relations Specialists (273031)
29	2.3	4	0.3	24	1.9	0	0.0	25	2.0	Editors (273041)
0	0.0	4	1.4	20	7.1	0	0.0	15	5.4	Technical Writers (273042)
0	0.0	15	1.4	4	0.4	14	1.4	25	2.4	Writers & Authors (273043)
10	4.1	4	1.6	65	26.5	15	6.1	8	3.3	Misc. Media & Comm. Workers (273090)
4	0.4	55	5.5	14	1.4	8	0.8	0	0.0	Media & Comm. Equipment Workers (274000)
4	0.8	55	10.7	10	1.9	4	0.8	0	0.0	Photographers (274021)
0	0.0	0	0.0	4	2.9	0	0.0	0	0.0	TV, Video, & Motion Pict. Camera Oper. (274030)
0	0.0	0	0.0	0	0.0	4	1.2	0	0.0	BC & Sound Engring. Techs, Etc. (2740XX)
1,390	7.3	231	1.2	531	2.8	478	2.5	882	4.7	Healthcare Practitioners & Tech. Occs. (290001)
696	4.8	133	0.9	298	2.1	375	2.6	747	5.2	Health Diag. & Treating Practitioners (291000)
0	0.0	0	0.0	35	14.3	0	0.0	4	1.6	Chiropractors (291011)
4	0.5	35	4.5	4	0.5	4	0.5	29	3.7	Dentists (291020)
40	13.6	4	1.4	4	1.4	0	0.0	40	13.6	Dietitians & Nutritionists (291031)
0	0.0	0	0.0	0	0.0	0	0.0	4	2.6	Optometrists (291041)
0	0.0	0	0.0	10	2.2	0	0.0	30	6.7	Pharmacists (291051)
10	0.3	45	1.5	30	1.0	255	8.4	208	6.8	Physicians & Surgeons (291060)
4	1.6	25	9.8	15	5.9	0	0.0	4	1.6	Physician Assistants (291071)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Podiatrists (291081)
615	8.4	10	0.1	165	2.2	93	1.3	420	5.7	Registered Nurses (291111)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Audiologists (291121)
4	1.6	0	0.0	0	0.0	0	0.0	0	0.0	Occupational Therapists (291122)
15	3.1	0	0.0	25	5.2	15	3.1	4	0.8	Physical Therapists (291123)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Radiation Therapists (291124)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Recreational Therapists (291125)
4	1.9	10	4.7	0	0.0	0	0.0	0	0.0	Respiratory Therapists (291126)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Speech-Language Pathologists (291127)
0	0.0	0	0.0	10	5.1	0	0.0	0	0.0	Therapists, All Other (291129)
0	0.0	4	2.0	0	0.0	4	2.0	0	0.0	Veterinarians (291131)
0	0.0	0	0.0	0	0.0	4	8.9	4	8.9	Health Diag. & Treating Pract., All Other (291199)
694	16.0	98	2.3	233	5.4	103	2.4	131	3.0	Health Technologists & Technicians (292000)
80	11.8	45	6.6	65	9.6	39	5.7	38	5.6	Clinical Lab Technologists & Techs. (292010)
10	2.0	0	0.0	10	2.0	0	0.0	10	2.0	Dental Hygienists (292021)
24	4.0	15	2.5	0	0.0	35	5.8	15	2.5	Diagnostic-Rel. Technologists & Techs. (292030)
0	0.0	4	2.9	0	0.0	0	0.0	0	0.0	Emergency Med. Techs & Paramedics (292041)
95	11.0	30	3.5	105	12.2	10	1.2	14	1.6	Health Diag & Treat. Pract. Supp. Techs. (292050)
455	39.7	0	0.0	20	1.7	0	0.0	54	4.7	Lic. Practical & Lic. Vocational Nurses (292061)
20	13.3	0	0.0	19	12.7	15	10.0	0	0.0	Medical Records & Health Info. Techs. (292071)
0	0.0	0	0.0	10	8.3	4	3.3	0	0.0	Opticians, Dispensing (292081)
10	6.9	4	2.8	4	2.8	0	0.0	0	0.0	Misc. Health Technologists & Techs. (292090)
0	0.0	0	0.0	0	0.0	0	0.0	4	4.0	Other Healthcare Pract. & Tech. Occs. (299000)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
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
<i>Healthcare Support Occupations (310001)</i>	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)	5,755	540	9.4	5,209	90.5	215	3.7	1,575	27.4	155	2.7
Occ. & Phys. Therapist Assists & Aides (312000)	90	20	22.2	70	77.8	10	11.1	55	61.1	10	11.1
Occ. Therapist Assistants & Aides (312010)	10	0	0.0	10	100.0	0	0.0	10	100.0	0	0.0
Physical Therapist Assistants & Aides (312020)	80	20	25.0	60	75.0	10	12.5	45	56.3	10	12.5
Other Healthcare Support Occupations (319000)	2,330	385	16.5	1,945	83.5	210	9.0	1,410	60.5	85	3.6
Massage Therapists (319011)	295	70	23.7	224	75.9	60	20.3	180	61.0	0	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
<i>Protective Service Occupations (330001)</i>	6,965	5,962	85.6	974	14.0	4,325	62.1	585	8.4	808	11.6
First-Line Super./Mgr., Protective Serv. Wrkr (331000)	915	885	96.7	24	2.6	700	76.5	0	0.0	80	8.7
First-Line Super./Mgrs. of Correct. Offrs (331011)	55	50	90.9	4	7.3	20	36.4	0	0.0	30	54.5
First-Line Super./Mgrs. of Police & Det. (331012)	310	305	98.4	0	0.0	260	83.9	0	0.0	15	4.8
First-Line Super./Mgrs. of Fire Fighters (331021)	205	205	100.0	0	0.0	190	92.7	0	0.0	15	7.3
Super., Protect. Serv. Wrks, All Other (331099)	345	325	94.2	20	5.8	230	66.7	0	0.0	20	5.8
Fire Fighting & Prevention Workers (332000)	1,095	1,069	97.6	20	1.8	860	78.5	20	1.8	79	7.2
Fire Fighters (332011)	1,025	1,010	98.5	10	1.0	805	78.5	10	1.0	75	7.3
Fire Inspectors (332020)	70	59	84.3	10	14.3	55	78.6	10	14.3	4	5.7
Law Enforcement Workers (333000)	2,060	1,770	85.9	293	14.2	1,330	64.6	155	7.5	195	9.5
Bailliffs, Correctional Officers, & Jailers (333010)	280	165	58.9	119	42.5	60	21.4	30	10.7	50	17.9
Detectives & Criminal Investigators (333021)	275	245	89.1	30	10.9	225	81.8	10	3.6	0	0.0
Police Officers (333050)	1,495	1,350	90.3	144	9.6	1,035	69.2	115	7.7	145	9.7
Misc. Law Enforcement Workers (3330XX)	10	10	100.0	0	0.0	10	100.0	0	0.0	0	0.0
Other Protective Service Workers (339000)	2,895	2,238	77.3	637	22.0	1,435	49.6	410	14.2	454	15.7
Animal Control Workers (339011)	60	30	50.0	30	50.0	30	50.0	30	50.0	0	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	160	7.6	420	20.0
Crossing Guards (339091)	165	98	59.4	59	35.8	90	54.5	35	21.2	4	2.4
Lifeguards & Other Prot. Serv. Wrks (33909X)	485	290	59.8	189	39.0	230	47.4	170	35.1	30	6.2
<i>Food Prep. & Serving-Rel. Occupations (350001)</i>	14,870	7,829	52.6	7,005	47.1	3,925	26.4	4,660	31.3	915	6.2
Supervisors, Food Prep. & Serv. Wrks (351000)	2,295	1,669	72.7	608	26.5	1,040	45.3	405	17.6	190	8.3
Chefs & Head Cooks (351011)	1,340	1,170	87.3	164	12.2	755	56.3	135	10.1	130	9.7
First-Line Super./Mgrs. of Food Workers (351012)	955	499	52.3	444	46.5	285	29.8	270	28.3	60	6.3
Cooks & Food Preparation Workers (352000)	4,755	2,909	61.2	1,842	38.7	1,045	22.0	880	18.5	460	9.7
Cooks (352010)	3,310	2,189	66.1	1,124	34.0	730	22.1	505	15.3	365	11.0
Food Preparation Workers (352021)	1,445	720	49.8	718	49.7	315	21.8	375	26.0	95	6.6
Food & Beverage Serving Workers (353000)	5,930	2,206	37.2	3,706	62.5	1,480	25.0	2,745	46.3	160	2.7
Bartenders (353011)	655	434	66.3	214	32.7	380	58.0	185	28.2	0	0.0
Comb Food Prep/Serv., Incl. Fast Food (353021)	850	319	37.5	530	62.4	155	18.2	395	46.5	45	5.3
Counter Attend., Café., Food Conc., Etc. (353022)	525	199	37.9	324	61.7	145	27.6	235	44.8	10	1.9
Waiters & Waitresses (353031)	3,540	1,160	32.8	2,384	67.3	765	21.6	1,815	51.3	70	2.0
Food Servers, Non-restaurant (353041)	360	94	26.1	254	70.6	35	9.7	115	31.9	35	9.7
Other Food Prep. & Serv. Rel. Workers (359000)	1,890	1,045	55.3	849	44.9	360	19.0	630	33.3	105	5.6
Dishwashers (359021)	555	500	90.1	50	9.0	85	15.3	30	5.4	15	2.7
Hosts/Hostesses, Rest., Lounge, Etc. (359031)	325	40	12.3	284	87.4	30	9.2	225	69.2	10	3.1
Misc. Food Prep & Serving Rel. Workers (3590XX)	1,010	505	50.0	515	51.0	245	24.3	375	37.1	80	7.9
<i>Bldng & Grounds Cleaning & Maint. Occs. (370001)</i>	16,645	10,677	64.1	5,947	35.7	5,115	30.7	1,939	11.6	1,020	6.1
Super., Bldng & Grnds Clean & Maint. Wrks (371000)	990	810	81.8	168	17.0	520	52.5	34	3.4	50	5.1
First-Line Supr./Mgrs. of Housekeeping Etc. (371011)	485	315	64.9	164	33.8	155	32.0	30	6.2	30	6.2
First-Line Supr./Mgrs. of Landscaping, Etc. (371012)	505	495	98.0	4	0.8	365	72.3	4	0.8	20	4.0

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Black Non-Hispanic		Hispanic in Any Race		All Other Non-Hispanic				Occupation		
Female	%	Male	%	Female	%	Male	%		Female	%
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	<i>Healthcare Support Occupations (310001)</i>
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	1.7	150	24.8	0	0.0	8	1.3	Dental Assistants (319091)
160	11.2	40	2.8	110	7.7	30	2.1	23	1.6	Med. Assist. & Other Health Supp. Occs (31909X)
277	4.0	689	9.9	104	1.5	140	2.0	8	0.1	<i>Protective Service Occupations (330001)</i>
4	0.4	95	10.4	20	2.2	10	1.1	0	0.0	First-Line Super./Mgr., Protective Serv. Wrkr (331000)
4	7.3	0	0.0	0	0.0	0	0.0	0	0.0	First-Line Super./Mgrs. of Correct. Offrs (331011)
0	0.0	30	9.7	0	0.0	0	0.0	0	0.0	First-Line Super./Mgrs. of Police & Det. (331012)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	First-Line Super./Mgrs. of Fire Fighters (331021)
0	0.0	65	18.8	20	5.8	10	2.9	0	0.0	Super., Protect. Serv. Wrkrs, All Other (331099)
0	0.0	110	10.0	0	0.0	20	1.8	0	0.0	Fire Fighting & Prevention Workers (332000)
0	0.0	110	10.7	0	0.0	20	2.0	0	0.0	Fire Fighters (332011)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Fire Inspectors (332020)
115	5.6	225	10.9	19	0.9	20	1.0	4	0.2	Law Enforcement Workers (333000)
70	25.0	55	19.6	19	6.8	0	0.0	0	0.0	Bailiffs, Correctional Officers, & Jailers (333010)
20	7.3	20	7.3	0	0.0	0	0.0	0	0.0	Detectives & Criminal Investigators (333021)
25	1.7	150	10.0	0	0.0	20	1.3	4	0.3	Police Officers (333050)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Misc. Law Enforcement Workers (3330XX)
158	5.5	259	8.9	65	2.2	90	3.1	4	0.1	Other Protective Service Workers (339000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Animal Control Workers (339011)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Private Detectives & Investigators (339021)
150	7.2	245	11.7	30	1.4	70	3.3	4	0.2	Sec. Guards & Gaming Surv. Officers (339030)
4	2.4	4	2.4	20	12.1	0	0.0	0	0.0	Crossing Guards (339091)
4	0.8	10	2.1	15	3.1	20	4.1	0	0.0	Lifeguards & Other Prot. Serv. Wrkrs (33909X)
824	5.5	2,254	15.2	1,169	7.9	735	4.9	352	2.4	<i>Food Prep. & Serving-Rel. Occupations (350001)</i>
95	4.1	280	12.2	60	2.6	159	6.9	48	2.1	Supervisors, Food Prep. & Serv. Wrkrs (351000)
15	1.1	160	11.9	0	0.0	125	9.3	14	1.0	Chefs & Head Cooks (351011)
80	8.4	120	12.6	60	6.3	34	3.6	34	3.6	First-Line Super./Mgrs. of Food Workers (351012)
329	6.9	1,095	23.0	545	11.5	309	6.5	88	1.9	Cooks & Food Preparation Workers (352000)
204	6.2	825	24.9	365	11.0	269	8.1	50	1.5	Cooks (352010)
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	24.2	2,610	15.7	507	3.0	558	3.4	<i>Bldng & Grounds Cleaning & Maint. Occs. (370001)</i>
60	6.1	220	22.2	70	7.1	20	2.0	4	0.4	Super., Bldng & Gmds Clean & Maint. Wrkrs (371000)
60	12.4	110	22.7	70	14.4	20	4.1	4	0.8	First-Line Supr./Mgrs. of Housekeeping Etc. (371011)
0	0.0	110	21.8	0	0.0	0	0.0	0	0.0	First-Line Supr./Mgrs. of Landscaping, Etc. (371012)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	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. Wrks (391021)	485	175	36.1	310	63.9	125	25.8	215	44.3	0	0.0
Animal Care & Service Workers (392000)	480	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 Wrks (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	0.0
Misc. Personal Appearance Workers (395090)	340	4	1.2	329	96.8	0	0.0	245	72.1	0	0.0
Transp., Tourism, & Lodging Attendants (396000)	535	104	19.4	434	81.1	59	11.0	330	61.7	35	6.5
Baggage Porters, Bellhops, & Concierges (396010)	40	24	60.0	15	37.5	4	10.0	15	37.5	10	25.0
Tour & Travel Guides (396020)	55	20	36.4	34	61.8	20	36.4	30	54.5	0	0.0
Transportation Attendants (396030)	440	60	13.6	385	87.5	35	8.0	285	64.8	25	5.7
Other Personal Care & Service Workers (399000)	6,570	788	12.0	5,772	87.9	470	7.2	3,500	53.3	185	2.8
Child Care Workers (399011)	4,790	215	4.5	4,574	95.5	120	2.5	2,640	55.1	50	1.0
Personal & Home Care Aides (399021)	610	85	13.9	519	85.1	45	7.4	235	38.5	40	6.6
Recreation & Fitness Workers (399030)	950	373	39.3	575	60.5	225	23.7	535	56.3	70	7.4
Residential Advisors (399041)	115	35	30.4	79	68.7	25	21.7	65	56.5	10	8.7
Pers. Care & Serv. Workers, All Other (399099)	105	80	76.2	25	23.8	55	52.4	25	23.8	15	14.3
SALES & RELATED OCCUPATIONS (410000)	56,565	31,340	55.4	25,186	44.5	25,980	45.9	18,535	32.8	1,873	3.3
Supervisors, Sales Workers (411000)	12,255	7,871	64.2	4,379	35.7	6,500	53.0	3,490	28.5	394	3.2
First-Line Super./Mgrs. of Ret. Sales Wrks (411011)	8,195	5,152	62.9	3,045	37.2	4,095	50.0	2,325	28.4	274	3.3
First-Line Sup./Mgrs., Non-Ret Sales Wrks (411012)	4,060	2,719	67.0	1,334	32.9	2,405	59.2	1,165	28.7	120	3.0
Retail Sales Workers (412000)	20,925	8,710	41.6	12,213	58.4	6,080	29.1	7,485	35.8	1,009	4.8
Cashiers (412010)	8,125	2,489	30.6	5,639	69.4	1,300	16.0	2,670	32.9	445	5.5
Counter & Rental Clerks (412021)	485	215	44.3	274	56.5	135	27.8	175	36.1	50	10.3
Parts Salespersons (412022)	155	153	98.7	0	0.0	130	83.9	0	0.0	15	9.7
Retail Salespersons (412031)	12,160	5,853	48.1	6,300	51.8	4,515	37.1	4,640	38.2	499	4.1
Sales Representatives, Services (413000)	12,310	8,675	70.5	3,623	29.4	7,985	64.9	3,150	25.6	210	1.7
Advertising Sales Agents (413011)	1,550	865	55.8	679	43.8	855	55.2	610	39.4	0	0.0
Insurance Sales Agents (413021)	1,745	1,175	67.3	570	32.7	1,090	62.5	520	29.8	30	1.7
Securities, Comm., & Fin. Serv. Sales Agts (413031)	5,520	4,650	84.2	870	15.8	4,195	76.0	720	13.0	100	1.8
Travel Agents (413041)	660	55	8.3	605	91.7	55	8.3	530	80.3	0	0.0
Sales Reps, Services, All Other (413099)	2,835	1,930	68.1	899	31.7	1,790	63.1	770	27.2	80	2.8
Sales Reps, Wholesale & Manufacturing (414000)	5,225	3,593	68.8	1,630	31.2	3,235	61.9	1,400	26.8	120	2.3
Sales Reps, Wholesale & Manufacturing (414010)	5,225	3,593	68.8	1,630	31.2	3,235	61.9	1,400	26.8	120	2.3
Other Sales & Related Workers (419000)	5,850	2,491	42.6	3,341	57.1	2,180	37.3	3,010	51.5	140	2.4
Models, Demonstrators, & Prod Promoters (419010)	160	70	43.8	95	59.4	55	34.4	70	43.8	0	0.0

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
780	7.4	1,555	14.8	2,525	24.0	309	2.9	554	5.3	Building Cleaning & Pest Control Workers (372000)
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	12.2	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	2.9	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)
74	13.8	10	1.9	15	2.8	0	0.0	15	2.8	Transp., Tourism, & Lodging Attendants (396000)
0	0.0	10	25.0	0	0.0	0	0.0	0	0.0	Baggage Porters, Bellhops, & Concierges (396010)
4	7.3	0	0.0	0	0.0	0	0.0	0	0.0	Tour & Travel Guides (396020)
70	15.9	0	0.0	15	3.4	0	0.0	15	3.4	Transportation Attendants (396030)
929	14.1	105	1.6	1,060	16.1	28	0.4	283	4.3	Other Personal Care & Service Workers (399000)
710	14.8	45	0.9	965	20.1	0	0.0	259	5.4	Child Care Workers (399011)
195	32.0	0	0.0	65	10.7	0	0.0	24	3.9	Personal & Home Care Aides (399021)
20	2.1	60	6.3	20	2.1	18	1.9	0	0.0	Recreation & Fitness Workers (399030)
4	3.5	0	0.0	10	8.7	0	0.0	0	0.0	Residential Advisors (399041)
0	0.0	0	0.0	0	0.0	10	9.5	0	0.0	Pers. Care & Serv. Workers, All Other (399099)
2,825	5.0	2,107	3.7	2,718	4.8	1,380	2.4	1,108	2.0	SALES & RELATED OCCUPATIONS (410000)
290	2.4	545	4.4	375	3.1	432	3.5	224	1.8	Supervisors, Sales Workers (411000)
235	2.9	455	5.6	305	3.7	328	4.0	180	2.2	First-Line Super./Mgrs. of Ret. Sales Wrkrs (411011)
55	1.4	90	2.2	70	1.7	104	2.6	44	1.1	First-Line Sup./Mgrs., Non-Ret Sales Wrkrs (411012)
2,090	10.0	1,109	5.3	1,965	9.4	512	2.4	673	3.2	Retail Sales Workers (412000)
1,205	14.8	535	6.6	1,385	17.0	209	2.6	379	4.7	Cashiers (412010)
40	8.2	30	6.2	45	9.3	0	0.0	14	2.9	Counter & Rental Clerks (412021)
0	0.0	4	2.6	0	0.0	4	2.6	0	0.0	Parts Salespersons (412022)
845	6.9	540	4.4	535	4.4	299	2.5	280	2.3	Retail Salespersons (412031)
175	1.4	170	1.4	165	1.3	310	2.5	133	1.1	Sales Representatives, Services (413000)
25	1.6	10	0.6	30	1.9	0	0.0	14	0.9	Advertising Sales Agents (413011)
15	0.9	15	0.9	35	2.0	40	2.3	0	0.0	Insurance Sales Agents (413021)
65	1.2	110	2.0	20	0.4	245	4.4	65	1.2	Securities, Comm., & Fin. Serv. Sales Agts (413031)
10	1.5	0	0.0	40	6.1	0	0.0	25	3.8	Travel Agents (413041)
60	2.1	35	1.2	40	1.4	25	0.9	29	1.0	Sales Reps, Services, All Other (413099)
110	2.1	165	3.2	90	1.7	73	1.4	30	0.6	Sales Reps, Wholesale & Manufacturing (414000)
110	2.1	165	3.2	90	1.7	73	1.4	30	0.6	Sales Reps, Wholesale & Manufacturing (414010)
160	2.7	118	2.0	123	2.1	53	0.9	48	0.8	Other Sales & Related Workers (419000)
15	9.4	15	9.4	10	6.3	0	0.0	0	0.0	Models, Demonstrators, & Prod Promoters (419010)

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		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 Wrks (419091)	465	175	37.6	284	61.1	145	31.2	210	45.2	10	2.2
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 Wrks (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
Gaming 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	565	51.6	35	3.2
Information & Record Clerks (434000)	14,460	3,131	21.7	11,331	78.4	2,235	15.5	8,130	56.2	475	3.3
Brokerage Clerks (434011)	100	30	30.0	68	68.0	20	20.0	50	50.0	0	0.0
Court, Municipal, & License Clerks (434031)	95	60	63.2	40	42.1	50	52.6	30	31.6	10	10.5
Credit Authorizers, Checkers, & Clerks (434041)	180	60	33.3	119	66.1	60	33.3	95	52.8	0	0.0
Customer Service Representatives (434051)	6,585	1,820	27.6	4,758	72.3	1,295	19.7	3,310	50.3	310	4.7
Eligibility Interviewers, Govt. Programs (434061)	95	34	35.8	60	63.2	20	21.1	30	31.6	0	0.0
File Clerks (434071)	965	215	22.3	755	78.2	135	14.0	565	58.5	50	5.2
Hotel, Motel, & Resort Desk Clerks (434081)	95	35	36.8	64	67.4	35	36.8	25	26.3	0	0.0
Interviewers, Except Eligibility & Loan (434111)	355	169	47.6	190	53.5	105	29.6	155	43.7	30	8.5
Library Assistants, Clerical (434121)	455	55	12.1	395	86.8	35	7.7	310	68.1	10	2.2
Loan Interviewers & Clerks (434131)	180	54	30.0	125	69.4	50	27.8	95	52.8	0	0.0
New Accounts Clerks (434141)	35	15	42.9	19	54.3	15	42.9	15	42.9	0	0.0
Human Res. Assists, Exc. Payroll Etc. (434161)	130	30	23.1	105	80.8	15	11.5	40	30.8	15	11.5
Receptionists & Information Clerks (434171)	4,075	285	7.0	3,789	93.0	235	5.8	2,905	71.3	10	0.2
Reserv. & Transp. Ticket Agts & Trav Clerks (434181)	470	85	18.1	389	82.8	55	11.7	215	45.7	20	4.3
Information & Record Clerks, All Other (434199)	160	20	12.5	140	87.5	10	6.3	125	78.1	0	0.0
Correspondence Clerks & Order Clerks (434XXX)	485	164	33.8	315	64.9	100	20.6	165	34.0	20	4.1
Material Recording, Scheduling, Etc. (435000)	8,960	6,122	68.3	2,828	31.6	3,855	43.0	1,700	19.0	1,095	12.2
Cargo & Freight Agents (435011)	85	85	100.0	0	0.0	75	88.2	0	0.0	0	0.0
Couriers & Messengers (435021)	590	489	82.9	95	16.1	280	47.5	45	7.6	120	20.3
Dispatchers (435030)	550	298	54.2	243	44.2	200	36.4	145	26.4	75	13.6
Meter Readers, Utilities (435041)	70	70	100.0	0	0.0	45	64.3	0	0.0	0	0.0
Postal Service Clerks (435051)	415	188	45.3	235	56.6	110	26.5	145	34.9	60	14.5
Postal Service Mail Carriers (435052)	1,095	860	78.5	235	21.5	615	56.2	185	16.9	120	11.0
Postal Service Mail Sorters, Processors, Etc. (435053)	375	225	60.0	150	40.0	110	29.3	30	8.0	65	17.3
Production, Planning, & Expediting Clerks (435061)	995	423	42.5	570	57.3	355	35.7	425	42.7	35	3.5
Shipping, Receiving, & Traffic Clerks (435071)	1,590	1,190	74.8	400	25.2	620	39.0	185	11.6	260	16.4
Stock Clerks & Order Fillers (435081)	3,100	2,230	71.9	870	28.1	1,385	44.7	520	16.8	360	11.6
Weighers, Measurers, Checkers, Etc. (435111)	95	64	67.4	30	31.6	60	63.2	20	21.1	0	0.0
Secretaries & Administrative Assistants (436000)	13,885	309	2.2	13,570	97.7	230	1.7	11,315	81.5	35	0.3
Secretaries & Administrative Assistants (436010)	13,885	309	2.2	13,570	97.7	230	1.7	11,315	81.5	35	0.3
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	3.4

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Fairfield County

Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
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	0.9	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	Payroll & Timekeeping Clerks (433051)
0	0.0	0	0.0	0	0.0	0	0.0	4	4.2	Procurement Clerks (433061)
110	10.0	0	0.0	140	12.8	15	1.4	105	9.6	Tellers (433071)
1,662	11.5	297	2.1	1,117	7.7	124	0.9	422	2.9	Information & Record Clerks (434000)
4	4.0	10	10.0	10	10.0	0	0.0	4	4.0	Brokerage Clerks (434011)
10	10.5	0	0.0	0	0.0	0	0.0	0	0.0	Court, Municipal, & License Clerks (434031)
20	11.1	0	0.0	4	2.2	0	0.0	0	0.0	Credit Authorizers, Checkers, & Clerks (434041)
750	11.4	170	2.6	455	6.9	45	0.7	243	3.7	Customer Service Representatives (434051)
30	31.6	14	14.7	0	0.0	0	0.0	0	0.0	Eligibility Interviewers, Govt. Programs (434061)
100	10.4	30	3.1	55	5.7	0	0.0	35	3.6	File Clerks (434071)
15	15.8	0	0.0	14	14.7	0	0.0	10	10.5	Hotel, Motel, & Resort Desk Clerks (434081)
20	5.6	4	1.1	15	4.2	30	8.5	0	0.0	Interviewers, Except Eligibility & Loan (434111)
45	9.9	10	2.2	10	2.2	0	0.0	30	6.6	Library Assistants, Clerical (434121)
0	0.0	4	2.2	15	8.3	0	0.0	15	8.3	Loan Interviewers & Clerks (434131)
4	11.4	0	0.0	0	0.0	0	0.0	0	0.0	New Accounts Clerks (434141)
45	34.6	0	0.0	20	15.4	0	0.0	0	0.0	Human Res. Assists, Exc. Payroll Etc. (434161)
409	10.0	15	0.4	410	10.1	25	0.6	65	1.6	Receptionists & Information Clerks (434171)
100	21.3	0	0.0	54	11.5	10	2.1	20	4.3	Reserv. & Transp. Ticket Agts & Trav Clerks (434181)
15	9.4	0	0.0	0	0.0	10	6.3	0	0.0	Information & Record Clerks, All Other (434199)
95	19.6	40	8.2	55	11.3	4	0.8	0	0.0	Correspondence Clerks & Order Clerks (434XXX)
525	5.9	907	10.1	459	5.1	265	3.0	144	1.6	Material Recording, Scheduling, Etc. (435000)
0	0.0	10	11.8	0	0.0	0	0.0	0	0.0	Cargo & Freight Agents (435011)
30	5.1	75	12.7	20	3.4	14	2.4	0	0.0	Couriers & Messengers (435021)
75	13.6	19	3.5	19	3.5	4	0.7	4	0.7	Dispatchers (435030)
0	0.0	25	35.7	0	0.0	0	0.0	0	0.0	Meter Readers, Utilities (435041)
65	15.7	4	1.0	10	2.4	14	3.4	15	3.6	Postal Service Clerks (435051)
20	1.8	75	6.8	30	2.7	50	4.6	0	0.0	Postal Service Mail Carriers (435052)
70	18.7	50	13.3	40	10.7	0	0.0	10	2.7	Postal Service Mail Sorters, Processors, Etc. (435053)
75	7.5	25	2.5	40	4.0	8	0.8	30	3.0	Production, Planning, & Expediting Clerks (435061)
65	4.1	265	16.7	110	6.9	45	2.8	40	2.5	Shipping, Receiving, & Traffic Clerks (435071)
115	3.7	355	11.5	190	6.1	130	4.2	45	1.5	Stock Clerks & Order Fillers (435081)
10	10.5	4	4.2	0	0.0	0	0.0	0	0.0	Weighers, Measurers, Checkers, Etc. (435111)
1,175	8.5	15	0.1	820	5.9	29	0.2	260	1.9	Secretaries & Administrative Assistants (436000)
1,175	8.5	15	0.1	820	5.9	29	0.2	260	1.9	Secretaries & Administrative Assistants (436010)
1,030	9.9	193	1.8	776	7.4	245	2.3	311	3.0	Other Office & Admin. Support Workers (439000)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		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)	600	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 Wrks (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	32.8	80	25.0	75	23.4	25	7.8
Agricultural Inspectors (452011)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	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. Wrks, 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 (454000)	25	22	88.0	0	0.0	8	32.0	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	2.3	1,955	80.8	30	1.2	105	4.3
First-Line Sup./Mgrs. of Constr & Extr. Wrks (471011)	2,420	2,365	97.7	55	2.3	1,955	80.8	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	76.8	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	2.9	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., Ceil. Tile Install., & Tapers (472080)	275	264	96.0	10	3.6	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	42.9	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, Pipefitters, 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	0.0	30	6.9
Iron & Steel Workers (472XXX)	90	88	97.8	0	0.0	60	66.7	0	0.0	4	4.4
Helpers, Construction Trades (473000)	220	219	99.5	0	0.0	115	52.3	0	0.0	20	9.1
Helpers, Construction Trades (473010)	220	219	99.5	0	0.0	115	52.3	0	0.0	20	9.1
Other Construction & Related Workers (474000)	619	621	100.3	0	0.0	525	84.8	0	0.0	34	5.5
Construction & Building Inspectors (474011)	195	200	102.6	0	0.0	175	89.7	0	0.0	0	0.0
Elevator Installers & Repairers (474021)	25	25	100.0	0	0.0	25	100.0	0	0.0	0	0.0
Fence Erectors (474031)	35	35	100.0	0	0.0	20	57.1	0	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

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Black Non-Hispanic		Hispanic In Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
60	7.0	45	5.3	45	5.3	40	4.7	20	2.3	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	10	0.6	95	6.0	35	2.2	34	2.1	Office & Admin. Support Workers, All Other (439199)
0	0.0	133	27.4	30	6.2	20	4.1	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 Wrks (451000)
0	0.0	4	7.3	0	0.0	0	0.0	0	0.0	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. Wrks, Incl. Animal Breeders (4520XX)
0	0.0	10	11.8	0	0.0	10	11.8	0	0.0	Fishing & Hunting Workers (453000)
0	0.0	4	16.0	0	0.0	10	40.0	0	0.0	Forest, Conservation, & Logging Workers (454000)
0	0.0	4	40.0	0	0.0	0	0.0	0	0.0	Forest & Conservation Workers (454011)
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	Super., Construction & Extraction Workers (471000)
0	0.0	225	9.3	25	1.0	80	3.3	0	0.0	First-Line Sup./Mgrs. of Constr & Extr. Wrks (471011)
14	0.1	3,939	20.2	102	0.5	1,025	5.2	34	0.2	Construction Trades Workers (472000)
0	0.0	4	6.7	0	0.0	0	0.0	0	0.0	Boilermakers (472011)
0	0.0	410	39.4	0	0.0	85	8.2	0	0.0	Brickmasons, Blockmasons, & Stonemasons (472020)
10	0.2	700	12.1	4	0.1	335	5.8	10	0.2	Carpenters (472031)
0	0.0	70	9.9	0	0.0	0	0.0	0	0.0	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	2.5	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	Insulation Workers (472130)
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	4.6	0	0.0	20	1.8	0	0.0	Pipelayers, Plumbers, Pipefitters, Etc. (472150)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Plasterers & Stucco Masons (472161)
0	0.0	100	16.8	0	0.0	29	4.9	0	0.0	Roofers (472181)
0	0.0	30	6.9	0	0.0	19	4.4	0	0.0	Sheet Metal Workers (472211)
0	0.0	24	26.7	0	0.0	0	0.0	0	0.0	Iron & Steel Workers (472XXX)
0	0.0	80	36.4	0	0.0	4	1.8	0	0.0	Helpers, Construction Trades (473000)
0	0.0	80	36.4	0	0.0	4	1.8	0	0.0	Helpers, Construction Trades (473010)
0	0.0	58	9.4	0	0.0	4	0.6	0	0.0	Other Construction & Related Workers (474000)
0	0.0	25	12.8	0	0.0	0	0.0	0	0.0	Construction & Building Inspectors (474011)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Elevator Installers & Repairers (474021)
0	0.0	15	42.9	0	0.0	0	0.0	0	0.0	Fence Erectors (474031)
0	0.0	4	16.0	0	0.0	0	0.0	0	0.0	Hazardous Materials Removal Workers (474041)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Highway Maintenance Workers (474051)	210	208	99.0	0	0.0	170	81.0	0	0.0	20	9.5
Rail-Track Laying & Maint. Equip. Operators (474061)	4	4	100.0	0	0.0	0	0.0	0	0.0	4	100.0
Septic Tank Serv. & Sewer Pipe Cleaners (474071)	10	10	100.0	0	0.0	10	100.0	0	0.0	0	0.0
Misc. Construction & Rel. Workers (474090)	115	115	100.0	0	0.0	115	100.0	0	0.0	0	0.0
Extraction Workers (475000)	45	45	100.0	0	0.0	45	100.0	0	0.0	0	0.0
Earth Drillers, Except Oil & Gas (475021)	25	25	100.0	0	0.0	25	100.0	0	0.0	0	0.0
Expl. Wrkrs, Ord. Handling Experts, & Blasters (475031)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Mining Machine Operators (475040)	20	20	100.0	0	0.0	20	100.0	0	0.0	0	0.0
Misc. Extraction Workers, Etc. (4750XX)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Derrick, Rotary Drill, Etc., Oil, Gas, & Mining (4750YY)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
INSTALLATION, MAINTENANCE, & REPAIR OCCS. (490000)	11,124	10,682	96.0	392	3.5	7,673	69.0	249	2.2	1,073	9.6
Super. of Installation, Maint., & Repair Wrkrs. (491000)	785	709	90.3	68	8.7	600	76.4	35	4.5	55	7.0
First-Line Super./Mgrs. of Mechanics, Etc (491011)	785	709	90.3	68	8.7	600	76.4	35	4.5	55	7.0
Elect. & Electronic Equip. Mechanics, Etc. (492000)	1,535	1,385	90.2	141	9.2	1,085	70.7	105	6.8	153	10.0
Computer, ATM, & Office Mach Repairers (492011)	745	628	84.3	112	15.0	450	60.4	90	12.1	85	11.4
Radio & Telecomm. Equip. Install & Repair (492020)	475	449	94.5	25	5.3	335	70.5	15	3.2	60	12.6
Avionics Technicians (492091)	20	20	100.0	0	0.0	20	100.0	0	0.0	0	0.0
Electric Motor, Pwr Tool, & Related Repairers (492092)	55	50	90.9	4	7.3	50	90.9	0	0.0	0	0.0
Electr. Equip. Install & Repair, Motor Veh. (492096)	20	19	95.0	0	0.0	15	75.0	0	0.0	4	20.0
Electr. Home Entert. Equip. Install & Repair (492097)	55	54	98.2	0	0.0	50	90.9	0	0.0	4	7.3
Security & Fire Alarm Systems Installers (492098)	125	125	100.0	0	0.0	125	100.0	0	0.0	0	0.0
Elect/Electr Repr, Ind., Utility, & Transp. Equip. (49209X)	40	40	100.0	0	0.0	40	100.0	0	0.0	0	0.0
Veh. & Mobile Equip. Mechs, Installers (493000)	4,230	4,147	98.0	67	1.6	2,815	66.5	38	0.9	349	8.3
Aircraft Mechanics & Service Techs (493011)	225	184	81.8	40	17.8	140	62.2	15	6.7	4	1.8
Automotive Body & Related Repairers (493021)	455	444	97.6	15	3.3	280	61.5	15	3.3	65	14.3
Automotive Glass Installers & Repairers (493022)	25	25	100.0	0	0.0	25	100.0	0	0.0	0	0.0
Automotive Service Techs & Mechanics (493023)	2,585	2,569	99.4	8	0.3	1,700	65.8	4	0.2	205	7.9
Bus & Truck Mechs & Diesel Eng. Specialists (493031)	500	500	100.0	0	0.0	360	72.0	0	0.0	25	5.0
Heavy Veh. & Mob. Equip. Serv. Techs & Mechs (493040)	225	212	94.2	4	1.8	145	64.4	4	1.8	30	13.3
Small Engine Mechanics (493050)	115	114	99.1	0	0.0	100	87.0	0	0.0	10	8.7
Misc. Veh. & Mob. Equip. Mechs, Etc. (493090)	100	99	99.0	0	0.0	65	65.0	0	0.0	10	10.0
Other Installation, Maint. & Repair Occs (499000)	4,574	4,441	97.1	116	2.5	3,173	69.4	71	1.6	516	11.3
Control & Valve Installers & Repairers (499010)	85	85	100.0	0	0.0	65	76.5	0	0.0	10	11.8
Heating, AC, & Refrig. Mechs & Installers (499021)	960	964	100.4	0	0.0	855	89.1	0	0.0	40	4.2
Home Appliance Repairers (499031)	200	200	100.0	0	0.0	180	90.0	0	0.0	20	10.0
Maintenance & Repair Workers, General (499042)	1,095	1,065	97.3	29	2.6	595	54.3	25	2.3	215	19.6
Maintenance Workers, Machinery (499043)	10	0	0.0	10	100.0	0	0.0	10	100.0	0	0.0
Millwrights (499044)	30	12	40.0	14	46.7	4	13.3	0	0.0	4	13.3
Ind. & Refractory Machinery Mechanics (49904X)	750	713	95.1	28	3.7	485	64.7	20	2.7	50	6.7
Electrical Power-Line Installers & Repairers (499051)	155	154	99.4	0	0.0	100	64.5	0	0.0	15	9.7
Telecomm. Line Installers & Repairers (499052)	390	382	97.9	4	1.0	305	78.2	4	1.0	49	12.6
Precision Instrument & Equip. Repairers (499060)	75	69	92.0	8	10.7	65	86.7	4	5.3	0	0.0
Coin, Vending, & Amuse. Mach Servicers (499091)	55	44	80.0	4	7.3	40	72.7	4	7.3	4	7.3
Locksmiths & Safe Repairers (499094)	30	30	100.0	0	0.0	30	100.0	0	0.0	0	0.0
Manufactured Bldg & Mobile Home Install (499095)	10	10	100.0	0	0.0	10	100.0	0	0.0	0	0.0
Riggers (499096)	4	4	100.0	0	0.0	4	100.0	0	0.0	0	0.0
Helpers--Installation, Maint., & Rep. Wrkrs (499098)	75	69	92.0	4	5.3	35	46.7	4	5.3	4	5.3
Other Install., Maint., & Rpr. Wrkrs, Etc. (49909X)	650	640	98.5	15	2.3	400	61.5	0	0.0	105	16.2
PRODUCTION OCCUPATIONS (510000)	26,087	16,466	63.1	9,588	36.8	9,366	35.9	3,759	14.4	1,976	7.6
Supervisors, Production Workers (511000)	2,760	2,070	75.0	695	25.2	1,485	53.8	410	14.9	180	6.5
First-Line Supr./Mgrs. of Prod. & Oper. Wrkrs (511011)	2,760	2,070	75.0	695	25.2	1,485	53.8	410	14.9	180	6.5
Assemblers & Fabricators (512000)	4,025	1,759	43.7	2,257	56.1	830	20.6	755	18.8	310	7.7

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Fairfield County

Black Non-Hispanic		Hispanic In Any Race		All Other Non-Hispanic				Occupation		
Female	%	Male	%	Female	%	Male	%			
0	0.0	14	6.7	0	0.0	4	1.9	0	0.0	Highway Maintenance Workers (474051)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Rail-Track Laying & Maint. Equip. Operators (474061)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Septic Tank Serv. & Sewer Pipe Cleaners (474071)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Misc. Construction & Rel. Workers (474090)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Extraction Workers (475000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Earth Drillers, Except Oil & Gas (475021)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Expl. Wrkrs. Ord. Handling Experts, & Blasters (475031)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Mining Machine Operators (475040)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Misc. Extraction Workers, Etc. (4750XX)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Derrick, Rotary Drill, Etc., Oil, Gas, & Mining (4750YY)
93	0.8	1,579	14.2	16	0.1	357	3.2	34	0.3	INSTALLATION, MAINTENANCE, & REPAIR OCCS. (490000)
25	3.2	50	6.4	8	1.0	4	0.5	0	0.0	Super. of Installation, Maint., & Repair Wrkrs. (491000)
25	3.2	50	6.4	8	1.0	4	0.5	0	0.0	First-Line Super./Mgrs. of Mechanics, Etc (491011)
14	0.9	99	6.4	8	0.5	48	3.1	14	0.9	Elect. & Electronic Equip. Mechanics, Etc. (492000)
4	0.5	65	8.7	4	0.5	28	3.8	14	1.9	Computer, ATM, & Office Mach Repairers (492011)
10	2.1	34	7.2	0	0.0	20	4.2	0	0.0	Radio & Telecomm. Equip. Install & Repair (492020)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Avionics Technicians (492091)
0	0.0	0	0.0	4	7.3	0	0.0	0	0.0	Electric Motor, Pwr Tool, & Related Repairers (492092)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Electr. Equip. Install & Repair, Motor Veh. (492096)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Electr. Home Entert. Equip. Install & Repair (492097)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Security & Fire Alarm Systems Installers (492098)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Elect/Electr Repr, Ind., Utility, & Transp. Equip. (49209X)
25	0.6	813	19.2	0	0.0	170	4.0	4	0.1	Veh. & Mobile Equip. Mechs, Installers (493000)
25	11.1	25	11.1	0	0.0	15	6.7	0	0.0	Aircraft Mechanics & Service Techs (493011)
0	0.0	80	17.6	0	0.0	19	4.2	0	0.0	Automotive Body & Related Repairers (493021)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Automotive Glass Installers & Repairers (493022)
0	0.0	560	21.7	0	0.0	104	4.0	4	0.2	Automotive Service Techs & Mechanics (493023)
0	0.0	95	19.0	0	0.0	20	4.0	0	0.0	Bus & Truck Mechs & Diesel Eng. Specialists (493031)
0	0.0	29	12.9	0	0.0	8	3.6	0	0.0	Heavy Veh. & Mob. Equip. Serv. Techs & Mechs (493040)
0	0.0	4	3.5	0	0.0	0	0.0	0	0.0	Small Engine Mechanics (493050)
0	0.0	20	20.0	0	0.0	4	4.0	0	0.0	Misc. Veh. & Mob. Equip. Mechs, Etc. (493090)
29	0.6	617	13.5	0	0.0	135	3.0	16	0.3	Other Installation, Maint. & Repair Occs (499000)
0	0.0	10	11.8	0	0.0	0	0.0	0	0.0	Control & Valve Installers & Repairers (499010)
0	0.0	50	5.2	0	0.0	19	2.0	0	0.0	Heating, AC, & Refrig. Mechs & Installers (499021)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Home Appliance Repairers (499031)
0	0.0	200	18.3	0	0.0	55	5.0	4	0.4	Maintenance & Repair Workers, General (499042)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Maintenance Workers, Machinery (499043)
10	33.3	0	0.0	0	0.0	4	13.3	4	13.3	Millwrights (499044)
0	0.0	150	20.0	0	0.0	28	3.7	8	1.1	Ind. & Refractory Machinery Mechanics (49904X)
0	0.0	29	18.7	0	0.0	10	6.5	0	0.0	Electrical Power-Line Installers & Repairers (499051)
0	0.0	24	6.2	0	0.0	4	1.0	0	0.0	Telecomm. Line Installers & Repairers (499052)
4	5.3	4	5.3	0	0.0	0	0.0	0	0.0	Precision Instrument & Equip. Repairers (499060)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Coin, Vending, & Amuse. Mach Servicers (499091)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Locksmiths & Safe Repairers (499094)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Manufactured Bldg & Mobile Home Install (499095)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Riggers (499096)
0	0.0	30	40.0	0	0.0	0	0.0	0	0.0	Helpers-Installation, Maint., & Rep. Wrkrs (499098)
15	2.3	120	18.5	0	0.0	15	2.3	0	0.0	Other Install., Maint., & Rpr. Wrkrs, Etc. (49909X)
1,322	5.1	3,534	13.5	3,240	12.4	1,590	6.1	1,267	4.9	PRODUCTION OCCUPATIONS (510000)
80	2.9	295	10.7	135	4.9	110	4.0	70	2.5	Supervisors, Production Workers (511000)
80	2.9	295	10.7	135	4.9	110	4.0	70	2.5	First-Line Supr./Mgrs. of Prod. & Oper. Wrkrs (511011)
305	7.6	350	8.7	728	18.1	269	6.7	469	11.7	Assemblers & Fabricators (512000)

CONNECTICUT OCCUPATIONAL STATISTICS
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Fairfield County

Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Aircraft Struct., Surf., Rig. Assemblers (512011)	150	65	43.3	82	54.7	35	23.3	40	26.7	20	13.3
Elect., Electr., & Electromech. Assemblers (512020)	1,000	325	32.5	670	67.0	155	15.5	180	18.0	25	2.5
Engine & Other Machine Assemblers (512031)	55	55	100.0	0	0.0	45	81.8	0	0.0	0	0.0
Structural Metal Fabricators & Fitters (512041)	10	10	100.0	0	0.0	10	100.0	0	0.0	0	0.0
Miscellaneous Assemblers & Fabricators (512090)	2,810	1,304	46.4	1,505	53.6	585	20.8	535	19.0	265	9.4
Food Processing Workers (513000)	1,210	872	72.1	342	28.3	439	36.3	144	11.9	160	13.2
Bakers (513011)	675	425	63.0	260	38.5	185	27.4	130	19.3	75	11.1
Butchers/Other Meat, Poultry, Fish Proc Wrkrs (513020)	390	364	93.3	29	7.4	230	59.0	0	0.0	55	14.1
Food & Tob. Roasting, Etc. Mach Op/Tenders (513091)	20	20	100.0	0	0.0	20	100.0	0	0.0	0	0.0
Food Batchmakers (513092)	105	53	50.5	49	46.7	4	3.8	10	9.5	30	28.6
Food Cooking Machine Operators & Tenders (513093)	20	10	50.0	4	20.0	0	0.0	4	20.0	0	0.0
Metal Workers & Plastic Workers (514000)	5,715	4,494	78.6	1,207	21.1	2,569	45.0	438	7.7	343	6.0
Computer Control Programmers & Operators (514010)	85	79	92.9	4	4.7	40	47.1	4	4.7	0	0.0
Extr. & Drawing Mach Set, Etc. Metal & Plastic (514021)	35	40	114.3	0	0.0	25	71.4	0	0.0	0	0.0
Forging Mach Setters, Etc., Metal & Plastic (514022)	25	14	56.0	10	40.0	0	0.0	0	0.0	0	0.0
Rolling Mach Setters, Etc., Metal & Plastic (514023)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Cut, Punch, & Press Mach Set, Etc., M/P (514031)	135	120	88.9	14	10.4	70	51.9	10	7.4	10	7.4
Drill & Boring Mach Tool Setters, Etc., M/P (514032)	50	44	88.0	4	8.0	30	60.0	4	8.0	4	8.0
Grinding, Etc. Mach Tool Setters, Etc., M/P (514033)	140	119	85.0	25	17.9	60	42.9	10	7.1	15	10.7
Lathe & Turning Mach Tool Setters, Etc., M/P (514034)	15	8	53.3	4	26.7	4	26.7	0	0.0	4	26.7
Machinists (514041)	1,250	1,155	92.4	100	8.0	865	69.2	30	2.4	45	3.6
Metal Furnace & Kiln Operators & Tenders (514050)	40	40	100.0	0	0.0	40	100.0	0	0.0	0	0.0
Model Makers & Pattermakers, M/P (514060)	45	45	100.0	0	0.0	45	100.0	0	0.0	0	0.0
Molders & Molding Mach Setters, Etc., M/P (514070)	100	89	89.0	10	10.0	55	55.0	0	0.0	15	15.0
Tool & Die Makers (514111)	450	429	95.3	19	4.2	385	85.6	0	0.0	0	0.0
Welding, Soldering, & Brazing Workers (514120)	700	540	77.1	159	22.7	315	45.0	25	3.6	65	9.3
Heat Treating Equip. Setters, Etc., M/P (514191)	35	34	97.1	0	0.0	15	42.9	0	0.0	15	42.9
Lay-Out Workers, Metal & Plastic (514192)	15	15	100.0	0	0.0	15	100.0	0	0.0	0	0.0
Plating & Coating Mach Setters, Etc., M/P (514193)	70	54	77.1	14	20.0	35	50.0	10	14.3	0	0.0
Tool Grinders, Filers, & Sharpeners (514194)	15	4	26.7	10	66.7	0	0.0	0	0.0	0	0.0
Other Metal & Plastic Workers, Incl. Milling, Etc. (514XXX)	2,510	1,665	66.3	834	33.2	570	22.7	345	13.7	170	6.8
Printing Workers (515000)	1,280	949	74.1	333	26.0	630	49.2	210	16.4	95	7.4
Bookbinders & Bindery Workers (515010)	160	104	65.0	59	36.9	65	40.6	35	21.9	20	12.5
Job Printers (515021)	290	240	82.8	44	15.2	165	56.9	40	13.8	40	13.8
Prepress Technicians & Workers (515022)	295	180	61.0	115	39.0	145	49.2	115	39.0	20	6.8
Printing Machine Operators (515023)	535	425	79.4	115	21.5	255	47.7	20	3.7	15	2.8
Textile, Apparel, & Furnishings Workers (516000)	2,329	965	41.4	1,351	58.0	395	17.0	429	18.4	244	10.5
Laundry & Dry-Cleaning Workers (516011)	655	170	26.0	484	73.9	50	7.6	120	18.3	75	11.5
Pressers, Textile, Garment, & Rel. Materials (516021)	435	233	53.6	200	46.0	35	8.0	15	3.4	125	28.7
Sewing Machine Operators (516031)	715	194	27.1	510	71.3	60	8.4	205	28.7	10	1.4
Shoe & Leather Workers & Repairers (516041)	40	40	100.0	0	0.0	30	75.0	0	0.0	10	25.0
Shoe Machine Operators & Tenders (516042)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Tailors, Dressmakers, & Sewers (516050)	245	104	42.4	139	56.7	75	30.6	75	30.6	10	4.1
Textile Bleaching & Dyeing Mach Op/Tenders (516061)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Textile Cutting Mach Setters, Opers/Tenders (516062)	10	10	100.0	0	0.0	0	0.0	0	0.0	0	0.0
Textile Knitting & Weaving Mach Setters, Etc. (516063)	4	0	0.0	4	100.0	0	0.0	0	0.0	0	0.0
Textile Winding, Etc. Mach Setters, Op/Tenders (516064)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Upholsterers (516093)	155	149	96.1	4	2.6	100	64.5	4	2.6	14	9.0
Misc. Textile, App, & Furn. Wrkrs, Exc. Upholst (51609X)	70	65	92.9	10	14.3	45	64.3	10	14.3	0	0.0
Woodworkers (517000)	540	468	86.7	79	14.6	349	64.6	55	10.2	39	7.2
Cabinetmakers & Bench Carpenters (517011)	210	195	92.9	20	9.5	150	71.4	20	9.5	10	4.8
Furniture Finishers (517021)	140	140	100.0	0	0.0	100	71.4	0	0.0	10	7.1

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
10	6.7	10	6.7	8	5.3	0	0.0	24	16.0	Aircraft Struct., Surf., Rig. Assemblers (512011)
100	10.0	80	8.0	245	24.5	65	6.5	145	14.5	Elect., Electr., & Electromech. Assemblers (512020)
0	0.0	10	18.2	0	0.0	0	0.0	0	0.0	Engine & Other Machine Assemblers (512031)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Structural Metal Fabricators & Fitters (512041)
195	6.9	250	8.9	475	16.9	204	7.3	300	10.7	Miscellaneous Assemblers & Fabricators (512090)
100	8.3	189	15.6	54	4.5	84	6.9	44	3.6	Food Processing Workers (513000)
65	9.6	140	20.7	40	5.9	25	3.7	25	3.7	Bakers (513011)
25	6.4	35	9.0	4	1.0	44	11.3	0	0.0	Butchers/Other Meat, Poultry, Fish Proc Wrkrs (513020)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Food & Tob. Roasting, Etc. Mach Op/Tenders (513091)
10	9.5	4	3.8	10	9.5	15	14.3	19	18.1	Food Batchmakers (513092)
0	0.0	10	50.0	0	0.0	0	0.0	0	0.0	Food Cooking Machine Operators & Tenders (513093)
169	3.0	1,081	18.9	462	8.1	501	8.8	138	2.4	Metal Workers & Plastic Workers (514000)
0	0.0	4	4.7	0	0.0	35	41.2	0	0.0	Computer Control Programmers & Operators (514010)
0	0.0	0	0.0	0	0.0	15	42.9	0	0.0	Extr. & Drawing Mach Set, Etc, Metal & Plastic (514021)
0	0.0	4	16.0	10	40.0	10	40.0	0	0.0	Forging Mach Setters, Etc., Metal & Plastic (514022)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Rolling Mach Setters, Etc., Metal & Plastic (514023)
0	0.0	20	14.8	4	3.0	20	14.8	0	0.0	Cut, Punch, & Press Mach Set, Etc., M/P (514031)
0	0.0	10	20.0	0	0.0	0	0.0	0	0.0	Drill & Boring Mach Tool Setters, Etc., M/P (514032)
0	0.0	30	21.4	15	10.7	14	10.0	0	0.0	Grinding, Etc. Mach Tool Setters, Etc., M/P (514033)
4	26.7	0	0.0	0	0.0	0	0.0	0	0.0	Lathe & Turning Mach Tool Setters, Etc., M/P (514034)
35	2.8	125	10.0	35	2.8	120	9.6	0	0.0	Machinists (514041)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Metal Furnace & Kiln Operators & Tenders (514050)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Model Makers & Patternmakers, M/P (514060)
0	0.0	15	15.0	10	10.0	4	4.0	0	0.0	Molders & Molding Mach Setters, Etc., M/P (514070)
0	0.0	40	8.9	19	4.2	4	0.9	0	0.0	Tool & Die Makers (514111)
15	2.1	125	17.9	95	13.6	35	5.0	24	3.4	Welding, Soldering, & Brazing Workers (514120)
0	0.0	4	11.4	0	0.0	0	0.0	0	0.0	Heat Treating Equip. Setters, Etc., M/P (514191)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Lay-Out Workers, Metal & Plastic (514192)
0	0.0	19	27.1	4	5.7	0	0.0	0	0.0	Plating & Coating Mach Setters, Etc., M/P (514193)
0	0.0	0	0.0	10	66.7	4	26.7	0	0.0	Tool Grinders, Filers, & Sharpeners (514194)
115	4.6	685	27.3	260	10.4	240	9.6	114	4.5	Other Metal & Plastic Workers, Incl. Milling, Etc. (514XXX)
35	2.7	149	11.6	68	5.3	75	5.9	20	1.6	Printing Workers (515000)
10	6.3	19	11.9	14	8.8	0	0.0	0	0.0	Bookbinders & Bindery Workers (515010)
0	0.0	15	5.2	4	1.4	20	6.9	0	0.0	Job Printers (515021)
0	0.0	15	5.1	0	0.0	0	0.0	0	0.0	Prepress Technicians & Workers (515022)
25	4.7	100	18.7	50	9.3	55	10.3	20	3.7	Printing Machine Operators (515023)
248	10.6	285	12.2	540	23.2	41	1.8	134	5.8	Textile, Apparel, & Furnishings Workers (516000)
115	17.6	35	5.3	220	33.6	10	1.5	29	4.4	Laundry & Dry-Cleaning Workers (516011)
65	14.9	50	11.5	90	20.7	23	5.3	30	6.9	Pressers, Textile, Garment, & Rel. Materials (516021)
60	8.4	120	16.8	190	26.6	4	0.6	55	7.7	Sewing Machine Operators (516031)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Shoe & Leather Workers & Repairers (516041)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Shoe Machine Operators & Tenders (516042)
4	1.6	15	6.1	40	16.3	4	1.6	20	8.2	Tailors, Dressmakers, & Sewers (516050)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Textile Bleaching & Dyeing Mach Op/Tenders (516061)
0	0.0	10	100.0	0	0.0	0	0.0	0	0.0	Textile Cutting Mach Setters, Opers/Tenders (516062)
4	100.0	0	0.0	0	0.0	0	0.0	0	0.0	Textile Knitting & Weaving Mach Setters, Etc. (516063)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Textile Winding, Etc. Mach Setters, Op/Tenders (516064)
0	0.0	35	22.6	0	0.0	0	0.0	0	0.0	Upholsterers (516093)
0	0.0	20	28.6	0	0.0	0	0.0	0	0.0	Misc. Textile, App, & Furn. Wrkrs, Exc. Upholst (51609X)
0	0.0	70	13.0	14	2.6	10	1.9	10	1.9	Woodworkers (517000)
0	0.0	35	16.7	0	0.0	0	0.0	0	0.0	Cabinetmakers & Bench Carpenters (517011)
0	0.0	20	14.3	0	0.0	10	7.1	0	0.0	Furniture Finishers (517021)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Sawing Mach Setters, Opers, & Tenders, Wood (517041)	25	4	16.0	20	80.0	4	16.0	10	40.0	0	0.0
Woodwork Mach Setters, Op/Tenders, Exc. Sawing (517042)	40	15	37.5	29	72.5	0	0.0	15	37.5	15	37.5
Misc. Woodworkers (5170XX)	125	114	91.2	10	8.0	95	76.0	10	8.0	4	3.2
Plant & System Operators (518000)	355	348	98.0	0	0.0	270	76.1	0	0.0	40	11.3
Power Plant Operators, Distr, & Dispatchers (518010)	60	55	91.7	0	0.0	35	58.3	0	0.0	10	16.7
Stationary Engineers & Boiler Operators (518021)	215	214	99.5	0	0.0	180	83.7	0	0.0	30	14.0
Water & Liq Waste Treat Plant & Sys. Opers (518031)	65	65	100.0	0	0.0	55	84.6	0	0.0	0	0.0
Miscellaneous Plant & System Operators (518090)	15	14	93.3	0	0.0	0	0.0	0	0.0	0	0.0
Other Production Occupations (519000)	7,873	4,541	57.7	3,324	42.2	2,399	30.5	1,318	16.7	565	7.2
Chem. Proc. Mach Setters, Ops, & Tenders (519010)	75	60	80.0	20	26.7	10	13.3	20	26.7	15	20.0
Crushing, Grinding, Etc. Workers (519020)	225	204	90.7	19	8.4	90	40.0	15	6.7	50	22.2
Cutting Workers (519030)	95	69	72.6	25	26.3	30	31.6	15	15.8	10	10.5
Extruding, Form, Press Mach Setters, Opers (519041)	40	20	50.0	20	50.0	0	0.0	20	50.0	0	0.0
Furnace, Kiln, Oven, Drier, & Kettle Op/Tenders (519051)	20	8	40.0	10	50.0	4	20.0	0	0.0	0	0.0
Inspectors, Testers, Sorters, Samplers, Weighers (519061)	2,460	1,235	50.2	1,219	49.6	830	33.7	610	24.8	155	6.3
Jewelers & Precious Stone & Metal Workers (519071)	80	45	56.3	35	43.8	35	43.8	15	18.8	0	0.0
Medical, Dental, & Ophthalmic Laboratory Techns (519080)	295	209	70.8	84	28.5	165	55.9	30	10.2	10	3.4
Packaging & Filling Mach Operators & Tenders (519111)	660	200	30.3	455	68.9	60	9.1	60	9.1	10	1.5
Painting Workers (519120)	310	285	91.9	30	9.7	115	37.1	15	4.8	35	11.3
Photog Process Wrks & Processing Mach Ops (519130)	270	184	68.1	80	29.6	150	55.6	60	22.2	30	11.1
Cementing & Gluing Machine Ops & Tenders (519191)	15	10	66.7	10	66.7	0	0.0	0	0.0	10	66.7
Cleaning, Washing, & Metal Pickling Eq Op/Tenders (519192)	4	0	0.0	4	100.0	0	0.0	4	100.0	0	0.0
Etchers & Engravers (519194)	45	40	88.9	10	22.2	15	33.3	10	22.2	0	0.0
Molders, Shapers, & Casters, Exc Metal & Plastic (519195)	95	90	94.7	4	4.2	70	73.7	4	4.2	0	0.0
Paper Goods Machine Setters, Op/Tenders (519196)	65	45	69.2	15	23.1	0	0.0	0	0.0	15	23.1
Tire Builders (519197)	4	4	100.0	0	0.0	0	0.0	0	0.0	0	0.0
Helpers - Production Workers (519198)	140	113	80.7	30	21.4	35	25.0	10	7.1	10	7.1
Other Production Workers (5191XX)	2,975	1,720	57.8	1,254	42.2	790	26.6	430	14.5	215	7.2
TRANSP. & MATERIAL MOVING OCCUPATIONS (530000)	16,379	13,821	84.4	2,517	15.4	8,029	49.0	1,175	7.2	2,693	16.4
Super., Transportation & Material Moving Wrks (531000)	505	410	81.2	88	17.4	290	57.4	45	8.9	40	7.9
Air Transportation Workers (532000)	520	464	89.2	55	10.6	460	88.5	40	7.7	0	0.0
Aircraft Pilots & Flight Engineers (532010)	465	420	90.3	45	9.7	420	90.3	30	6.5	0	0.0
Air Traffic Control & Airfield Ops Specialists (532020)	55	44	80.0	10	18.2	40	72.7	10	18.2	0	0.0
Motor Vehicle Operators (533000)	8,515	7,671	90.1	822	9.7	4,525	53.1	470	5.5	1,584	18.6
Bus Drivers (533020)	1,315	813	61.8	494	37.6	385	29.3	305	23.2	339	25.8
Driver/Sales Workers & Truck Drivers (533030)	5,685	5,469	96.2	215	3.8	3,595	63.2	135	2.4	840	14.8
Taxi Drivers & Chauffeurs (533041)	1,435	1,320	92.0	103	7.2	500	34.8	30	2.1	385	26.8
Misc. Motor Vehicle Opers, Incl. Amb. Drivers (5330XX)	80	69	86.3	10	12.5	45	56.3	0	0.0	20	25.0
Rail Transportation Workers (534000)	95	95	100.0	0	0.0	85	89.5	0	0.0	10	10.5
Locomotive Engineers & Operators (534010)	30	30	100.0	0	0.0	20	66.7	0	0.0	10	33.3
Railroad Brake, Signal, & Switch Operators (534021)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Railroad Conductors & Yardmasters (534031)	30	30	100.0	0	0.0	30	100.0	0	0.0	0	0.0
Subway, Streetcar, & Other Rail Transp. Workers (5340XX)	35	35	100.0	0	0.0	35	100.0	0	0.0	0	0.0
Water Transportation Workers (535000)	90	88	97.8	0	0.0	80	88.9	0	0.0	0	0.0
Sailors & Marine Oilers (535011)	25	25	100.0	0	0.0	25	100.0	0	0.0	0	0.0
Ship & Boat Captains & Operators (535020)	40	38	95.0	0	0.0	30	75.0	0	0.0	0	0.0
Ship Engineers (535031)	25	25	100.0	0	0.0	25	100.0	0	0.0	0	0.0
Other Transportation Workers (536000)	545	490	89.9	54	9.9	275	50.5	30	5.5	70	12.8
Parking Lot Attendants (536021)	130	125	96.2	10	7.7	25	19.2	0	0.0	30	23.1
Service Station Attendants (536031)	340	300	88.2	34	10.0	205	60.3	20	5.9	30	8.8
Transportation Inspectors (536051)	60	50	83.3	10	16.7	30	50.0	10	16.7	10	16.7
Misc. Transportation Workers (5360XX)	15	15	100.0	0	0.0	15	100.0	0	0.0	0	0.0

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
0	0.0	0	0.0	0	0.0	0	0.0	10	40.0	Sawing Mach Setters, Opers, & Tenders, Wood (517041)
0	0.0	0	0.0	14	35.0	0	0.0	0	0.0	Woodwork Mach Setters, Op/Tenders, Exc. Sawing (517042)
0	0.0	15	12.0	0	0.0	0	0.0	0	0.0	Misc. Woodworkers (5170XX)
0	0.0	24	6.8	0	0.0	14	3.9	0	0.0	Plant & System Operators (518000)
0	0.0	0	0.0	0	0.0	10	16.7	0	0.0	Power Plant Operators, Distr, & Dispatchers (518010)
0	0.0	4	1.9	0	0.0	0	0.0	0	0.0	Stationary Engineers & Boiler Operators (518021)
0	0.0	10	15.4	0	0.0	0	0.0	0	0.0	Water & Liq Waste Treat Plant & Sys. Opers (518031)
0	0.0	10	66.7	0	0.0	4	26.7	0	0.0	Miscellaneous Plant & System Operators (518090)
385	4.9	1,091	13.9	1,239	15.7	486	6.2	382	4.9	Other Production Occupations (519000)
0	0.0	25	33.3	0	0.0	10	13.3	0	0.0	Chem. Proc. Mach Setters, Ops, & Tenders (519010)
0	0.0	50	22.2	4	1.8	14	6.2	0	0.0	Crushing, Grinding, Etc. Workers (519020)
0	0.0	19	20.0	10	10.5	10	10.5	0	0.0	Cutting Workers (519030)
0	0.0	10	25.0	0	0.0	10	25.0	0	0.0	Extruding, Form, Press Mach Setters, Opers (519041)
0	0.0	0	0.0	10	50.0	4	20.0	0	0.0	Furnace, Kiln, Oven, Drier, & Kettle Op/Tenders (519051)
85	3.5	135	5.5	335	13.6	115	4.7	189	7.7	Inspectors, Testers, Sorters, Samplers, Weighers (519061)
0	0.0	10	12.5	10	12.5	0	0.0	10	12.5	Jewelers & Precious Stone & Metal Workers (519071)
10	3.4	30	10.2	25	8.5	4	1.4	19	6.4	Medical, Dental, & Ophthalmic Laboratory Techns (519080)
55	8.3	100	15.2	285	43.2	30	4.5	55	8.3	Packaging & Filling Mach Operators & Tenders (519111)
0	0.0	100	32.3	15	4.8	35	11.3	0	0.0	Painting Workers (519120)
20	7.4	4	1.5	0	0.0	0	0.0	0	0.0	Photog Process Wrks & Processing Mach Ops (519130)
0	0.0	0	0.0	10	66.7	0	0.0	0	0.0	Cementing & Gluing Machine Ops & Tenders (519191)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Cleaning, Washing, & Metal Pickling Eq Op/Tenders (519192)
0	0.0	25	55.6	0	0.0	0	0.0	0	0.0	Etchers & Engravers (519194)
0	0.0	20	21.1	0	0.0	0	0.0	0	0.0	Molders, Shapers, & Casters, Exc Metal & Plastic (519195)
0	0.0	10	15.4	15	23.1	20	30.8	0	0.0	Paper Goods Machine Setters, Op/Tenders (519196)
0	0.0	4	100.0	0	0.0	0	0.0	0	0.0	Tire Builders (519197)
10	7.1	44	31.4	0	0.0	24	17.1	10	7.1	Helpers - Production Workers (519198)
205	6.9	505	17.0	520	17.5	210	7.1	99	3.3	Other Production Workers (5191XX)
524	3.2	2,402	14.7	725	4.4	697	4.3	93	0.6	TRANSP. & MATERIAL MOVING OCCUPATIONS (530000)
35	6.9	70	13.9	0	0.0	10	2.0	8	1.6	Super., Transportation & Material Moving Wrks (531000)
15	2.9	0	0.0	0	0.0	4	0.8	0	0.0	Air Transportation Workers (532000)
15	3.2	0	0.0	0	0.0	0	0.0	0	0.0	Aircraft Pilots & Flight Engineers (532010)
0	0.0	0	0.0	0	0.0	4	7.3	0	0.0	Air Traffic Control & Airfield Ops Specialists (532020)
235	2.8	1,195	14.0	93	1.1	367	4.3	24	0.3	Motor Vehicle Operators (533000)
150	11.4	85	6.5	29	2.2	4	0.3	10	0.8	Bus Drivers (533020)
50	0.9	800	14.1	30	0.5	234	4.1	0	0.0	Driver/Sales Workers & Truck Drivers (533030)
35	2.4	310	21.6	24	1.7	125	8.7	14	1.0	Taxi Drivers & Chauffeurs (533041)
0	0.0	0	0.0	10	12.5	4	5.0	0	0.0	Misc. Motor Vehicle Opers, Incl. Amb. Drivers (5330XX)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Rail Transportation Workers (534000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Locomotive Engineers & Operators (534010)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Railroad Brake, Signal, & Switch Operators (534021)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Railroad Conductors & Yardmasters (534031)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Subway, Streetcar, & Other Rail Transp. Workers (5340XX)
0	0.0	4	4.4	0	0.0	4	4.4	0	0.0	Water Transportation Workers (535000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Sailors & Marine Oilers (535011)
0	0.0	4	10.0	0	0.0	4	10.0	0	0.0	Ship & Boat Captains & Operators (535020)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Ship Engineers (535031)
0	0.0	100	18.3	14	2.6	45	8.3	10	1.8	Other Transportation Workers (536000)
0	0.0	70	53.8	10	7.7	0	0.0	0	0.0	Parking Lot Attendants (536021)
0	0.0	20	5.9	4	1.2	45	13.2	10	2.9	Service Station Attendants (536031)
0	0.0	10	16.7	0	0.0	0	0.0	0	0.0	Transportation Inspectors (536051)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Misc. Transportation Workers (5360XX)

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Occupation	Total All Races *	Total Civilian Labor Force				White Non-Hispanic				Black Non-Hispanic	
		Male	%	Female	%	Male	%	Female	%	Male	%
Material Moving Workers (537000)	6,109	4,603	75.3	1,498	24.5	2,314	37.9	590	9.7	989	16.2
Crane & Tower Operators (537021)	55	55	100.0	0	0.0	55	100.0	0	0.0	0	0.0
Dredge, Excavating, & Loading Mach Op (537030)	190	189	99.5	0	0.0	150	78.9	0	0.0	0	0.0
Hoist & Winch Operators (537041)	4	4	100.0	0	0.0	4	100.0	0	0.0	0	0.0
Industrial Truck & Tractor Operators (537051)	410	385	93.9	25	6.1	180	43.9	15	3.7	105	25.6
Cleaners of Vehicles & Equipment (537061)	705	624	88.5	79	11.2	200	28.4	30	4.3	120	17.0
Laborers & Freight, Stock, & Mat. Movers, Hand (537062)	3,110	2,539	81.6	569	18.3	1,280	41.2	315	10.1	655	21.1
Machine Feeders & Offbearers (537063)	55	19	34.5	34	61.8	15	27.3	15	27.3	4	7.3
Packers & Packers, Hand (537064)	1,180	394	33.4	783	66.4	155	13.1	215	18.2	35	3.0
Pumping Station Operators (537070)	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Refuse & Recyclable Material Collectors (537081)	305	309	101.3	0	0.0	220	72.1	0	0.0	50	16.4
Misc. Material Moving Wrks (537XXX)	95	85	89.5	8	8.4	55	57.9	0	0.0	20	21.1
Unemployed, No Civilian Work Experience Since 1995	2,615	1,155	44.2	1,459	55.8	570	21.8	630	24.1	275	10.5

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				Occupation
Female	%	Male	%	Female	%	Male	%	Female	%	
239	3.9	1,033	16.9	618	10.1	267	4.4	51	0.8	Material Moving Workers (537000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Crane & Tower Operators (537021)
0	0.0	24	12.6	0	0.0	15	7.9	0	0.0	Dredge, Excavating, & Loading Mach Op (537030)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Hoist & Winch Operators (537041)
0	0.0	65	15.9	10	2.4	35	8.5	0	0.0	Industrial Truck & Tractor Operators (537051)
25	3.5	265	37.6	20	2.8	39	5.5	4	0.6	Cleaners of Vehicles & Equipment (537061)
90	2.9	440	14.1	125	4.0	164	5.3	39	1.3	Laborers & Freight, Stock, & Mat. Movers, Hand (537062)
15	27.3	0	0.0	4	7.3	0	0.0	0	0.0	Machine Feeders & Offbearers (537063)
105	8.9	200	16.9	455	38.6	4	0.3	8	0.7	Packers & Packagers, Hand (537064)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Pumping Station Operators (537070)
0	0.0	29	9.5	0	0.0	10	3.3	0	0.0	Refuse & Recyclable Material Collectors (537081)
4	4.2	10	10.5	4	4.2	0	0.0	0	0.0	Misc. Material Moving Wrkrs (537XXX)
250	9.6	230	8.8	460	17.6	80	3.1	119	4.6	Unemployed, No Civilian Work Experience Since 1995



DIGEST OF EDUCATION STATISTICS
TABLE 314.40 - FALL 2017 EMPLOYEES IN DEGREE GRANTING POSTSECONDARY INSTITUTIONS
 (Fall 2017 - Table Prepared November 2018)

STAFF	TOTAL		TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE		HISPANIC MALE		HISPANIC FEMALE		AAIANHNPI MALE		AAIANHNPI FEMALE		
Management	249688	109053 43.7%	140635 56.3%	87,899 35.2%	107,344 43.0%	9,637 3.9%	16,878 6.8%	6,233 2.5%	9,631 3.9%	6,233 2.5%	6,233 2.5%	37,917 15.3%	39,251 15.7%	5,284 2.1%	6,782 2.7%	5,284 2.1%	6,782 2.7%	68291 27.4%	68291 27.4%	3983 1.6%	3983 1.6%	11901 4.8%	11901 4.8%
Professional/ Faculty	1396399	699069 50.1%	697330 49.9%	550,559 39.4%	535,522 38.4%	42,302 3.0%	64,534 4.6%	37,917 2.7%	39,251 2.8%	37,917 2.7%	37,917 2.7%	42,302 3.0%	42,302 3.0%	6,893 0.5%	6,893 0.5%	6,893 0.5%	6,893 0.5%	14161 1.0%	14161 1.0%	13051 0.9%	13051 0.9%	58023 4.2%	58023 4.2%
Business & Financial	202961	54657 26.9%	148304 73.1%	40,493 20.0%	103,999 51.2%	5,254 2.6%	18,445 9.1%	4,927 2.4%	13,959 6.9%	4,927 2.4%	4,927 2.4%	5,254 2.6%	5,254 2.6%	3,983 2.0%	3,983 2.0%	3,983 2.0%	3,983 2.0%	3983 2.0%	3983 2.0%	11901 5.9%	11901 5.9%	11901 5.9%	11901 5.9%
Computers, Engineering & Science	211916	128301 60.5%	83615 39.5%	96,504 45.5%	57,272 27.0%	8,040 3.8%	6,893 3.3%	9,596 4.5%	6,399 3.0%	9,596 4.5%	9,596 4.5%	8,040 3.8%	8,040 3.8%	14161 6.7%	14161 6.7%	14161 6.7%	14161 6.7%	14161 6.7%	14161 6.7%	13051 6.2%	13051 6.2%	13051 6.2%	13051 6.2%
Community, Social Service, Legal, Arts, Design, Entertainment, Sports & Media	173079	77140 44.6%	95939 55.4%	59,280 34.3%	70,640 40.8%	9,527 5.5%	11,624 6.7%	5,586 3.2%	8,996 5.2%	5,586 3.2%	5,586 3.2%	9,527 5.5%	9,527 5.5%	2747 1.6%	2747 1.6%	2747 1.6%	2747 1.6%	2747 1.6%	2747 1.6%	4679 2.7%	4679 2.7%	4679 2.7%	4679 2.7%
Healthcare Practitioners & Technicians	99996	28804 28.8%	71192 71.2%	19,574 19.6%	49,580 49.6%	2,596 2.6%	8,752 8.8%	2,268 2.3%	5,624 5.6%	2,268 2.3%	2,268 2.3%	2,596 2.6%	2,596 2.6%	4366 4.4%	4366 4.4%	4366 4.4%	4366 4.4%	4366 4.4%	4366 4.4%	7236 7.2%	7236 7.2%	7236 7.2%	7236 7.2%
Librarians, Curators, & Archivists	39468	11720 29.7%	27748 70.3%	9,640 24.4%	22,160 56.1%	714 1.8%	2,308 5.8%	772 2.0%	1,502 3.8%	772 2.0%	772 2.0%	714 1.8%	714 1.8%	594 1.5%	594 1.5%	594 1.5%	594 1.5%	594 1.5%	594 1.5%	1778 4.5%	1778 4.5%	1778 4.5%	1778 4.5%
Student & Academic Affairs & Other	169919	54330 32.0%	115589 68.0%	38,522 22.7%	81,032 47.7%	6,901 4.1%	16,406 9.7%	5,728 3.4%	11,531 6.8%	5,728 3.4%	5,728 3.4%	6,901 4.1%	6,901 4.1%	3179 1.9%	3179 1.9%	3179 1.9%	3179 1.9%	3179 1.9%	3179 1.9%	6620 3.9%	6620 3.9%	6620 3.9%	6620 3.9%
Graduate Assistants	234574	112598 48.0%	121976 52.0%	82,866 35.3%	87,933 37.5%	6,138 2.6%	9,573 4.1%	9,538 4.1%	11,235 4.8%	9,538 4.1%	9,538 4.1%	6,138 2.6%	6,138 2.6%	14056 6.0%	14056 6.0%	14056 6.0%	14056 6.0%	14056 6.0%	14056 6.0%	13235 5.6%	13235 5.6%	13235 5.6%	13235 5.6%

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS) Spring 2018, Human Resources component, Fall Staff section. (This table was prepared November 2018.)

DIGEST OF EDUCATION STATISTICS
 TABLE 315.20 - FULL TIME FACULTY IN DEGREE GRANTING POSTSECONDARY INSTITUTIONS
 Fall 2017 - Table prepared November 2018

RANK	GRAND TOTAL		TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE		HISPANIC MALE		HISPANIC FEMALE		AAIANHNP MALE		AAIANHNP FEMALE	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Professor	119773	58695	67.1	32.9	97,303	48,321	54.5	27.1	4,125	2,806	2.3	1.6	4,104	2,414	2.3	1.4	4,104	2,414	8.0	8.0	14,241	5,154
Associate Professor	81665	68523	54.4	45.6	62,389	52,589	41.5	35.0	4,300	4,851	2.9	3.2	3,902	3,339	2.6	2.2	3,902	3,339	7.4	7.4	11,074	7,744
Assistant Professor	74033	83351	47.0	53.0	54,381	61,325	34.6	39.0	4,344	7,161	2.8	4.6	4,109	4,456	2.6	2.8	4,109	4,456	7.1	7.1	11,199	10,409
Instructor	39927	52518	43.2	56.8	31,062	39,999	33.6	43.3	2,585	4,483	2.8	4.8	3,293	4,137	3.6	4.5	3,293	4,137	3.2	3.2	2,987	3,899
Lecturer	17393	21926	44.2	55.8	14,288	17,475	36.3	44.4	838	1,143	2.1	2.9	1,153	1,540	2.9	3.9	1,153	1,540	2.8	2.8	1,114	1,768
Other Faculty	63273	63811	49.8	50.2	47,491	46,937	37.4	36.9	3,231	5,560	2.5	4.4	3,129	3,523	2.5	2.8	3,129	3,523	7.4	7.4	9,422	7,791

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data (IPEDS) Spring 2016 through Spring 2018, Human Resources Component, Fall Staff section (Table was Prepared November 2018).

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, Western Connecticut State University ("WCSU" or "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.

Section H
Element No. 8

UTILIZATION
ANALYSIS &
HIRING & PROMOTION
GOALS
Sec. 46a-68-85

(ATTACHMENTS AND DOCUMENTATION)

UTILIZATION ANALYSIS - HIRING, PROMOTIONAL AND UPWARD/CAREER MOBILITY

AGENCY: WESTERN CT STATE UNIVERSITY REPORTING DATE: MARCH 31, 2020

OCCUPATIONAL CATEGORY: FACULTY LABOR MARKET AREA: CONNECTICUT/NATIONAL

POSITION CLASSIFICATION (25+): ASSISTANT PROFESSOR

	GRAND TOTAL	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE		HISPANIC MALE		HISPANIC FEMALE		AAIANHPI MALE		AAIANHPI FEMALE	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE		
WORKFORCE %	100.0%	44.4%	55.6%	36.5%	47.6%	0.0%	1.6%	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%	
FINAL AVAILABILITY BASE %	100.0	44.4	55.6	34.8	42.5	3.1	4.0	3.1	4.0	3.5	4.8	3.0	4.3	3.0	4.3	0.0	0.0	0.0	0.0	0.0	
WORKFORCE NUMBERS	63	28	35	23	30	0	1	0	1	0	4	5	0	0	0	0	0	0	0	0	
WORKFORCE PARITY NUMBERS		28.0	35.0	21.9	26.8	2.0	2.5	2.0	2.5	2.2	3.0	1.9	2.7	3.0	2.7	0.0	0.0	0.0	0.0	0.0	
NET UTILIZATION (+,-)		0.0	0.0	1.1	3.2	-2.0	-1.5	-2.0	-1.5	-2.2	1.0	3.1	-2.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
PREVIOUS UTILIZATION***		7.8	-7.8	6.5	-9.5	0.9	-1.1	1.7	-0.9	3.7	-1.3	3.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	

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HIRING GOALS	PREVIOUS PLAN GOALS		CURRENT PLAN HIRES		CURRENT PLAN GOALS	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
	10	5	1	5	2	2
	3	1	2	1	1	1
	9	4	5	4	2	2
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS		CURRENT PLAN PROMOTIONS		CURRENT PLAN GOALS	
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
UPWARD/CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS		CURRENT PLAN PROMOTIONS		CURRENT PLAN GOALS	
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0

UTILIZATION ANALYSIS - HIRING, PROMOTIONAL AND UPWARD/CAREER MOBILITY

AGENCY: WESTERN CT STATE UNIVERSITY REPORTING DATE: MARCH 31, 2020

OCCUPATIONAL CATEGORY: PROFESSIONAL NON-FACULTY LABOR MARKET AREA: CONNECTICUT/NATIONAL

POSITION CLASSIFICATION (25+):

	GRAND TOTAL	TOTAL MALE		TOTAL FEMALE		WHITE MALE		WHITE FEMALE		BLACK MALE		BLACK FEMALE		HISPANIC MALE		HISPANIC FEMALE		AAIAN/HP/PI MALE		AAIAN/HP/PI FEMALE	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE		
WORKFORCE %	100.0%	47.7%	52.3%	37.3%	43.1%	2.6%	0.7%	3.9%	5.9%	3.9%	0.7%	3.9%	5.9%	3.9%	2.6%	2.6%	3.9%	3.9%	0.0%	0.0%	
FINAL AVAILABILITY BASE %	100.0	40.7	59.3	33.3	46.9	3.2	5.6	2.2	3.7	2.0	3.1	3.1	4.7	2.0	3.1	3.1	4.7	2.0	3.1	0.0	
WORKFORCE NUMBERS	153	73	80	57	66	4	1	6	9	6	4	6	9	6	4	4	6	6	4	0	
WORKFORCE PARITY NUMBERS		62.3	90.7	50.9	71.8	4.9	8.6	3.4	5.7	3.1	8.6	3.4	5.7	3.1	4.7	3.1	4.7	3.1	4.7	0.0	
NET UTILIZATION (+,-)		10.7	-10.7	6.1	-5.8	-0.9	-7.6	2.6	3.3	2.9	-0.7	2.6	3.3	2.9	-0.7	2.9	-0.7	2.9	-0.7	0.0	
PREVIOUS UTILIZATION***		4.3	-4.3	-3.6	-5.5	2.7	-1.8	0.7	-1.8	4.5	4.7	0.7	-1.8	4.5	4.7	4.5	4.7	4.5	4.7	0.0	

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HIRING GOALS	PREVIOUS PLAN GOALS		CURRENT PLAN HIRES		CURRENT PLAN GOALS	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
	12	11	9	6	1	15
	15	6	1	1	1	1
	16	1	1	1	1	1
PROMOTIONAL GOALS	0	0	0	0	0	0
	0	0	0	0	0	0
UPWARD/CAREER MOBILITY GOALS	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0

UTILIZATION ANALYSIS - HIRING, PROMOTIONAL AND UPWARD/CAREER MOBILITY

AGENCY: WESTERN CT STATE UNIVERSITY REPORTING DATE: MARCH 31, 2020

OCCUPATIONAL CATEGORY: PROTECTIVE SERVICES LABOR MARKET AREA: FAIRFIELD COUNTY

POSITION CLASSIFICATION (25+): _____

	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNP		MALE		FEMALE	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
WORKFORCE %	100.0%	85.0%	15.0%	65.0%	5.0%	10.0%	5.0%	5.0%	5.0%	5.0%	0.0%	5.0%	0.0%	0.0%	0.0%
FINAL AVAILABILITY BASE %	100.0	90.9	9.1	69.6	4.6	9.9	2.9	10.4	1.5	1.0	0.1	1.0	0.0	0.0	0.0
WORKFORCE NUMBERS	20	17	3	13	1	2	1	1	1	1	0	1	0	0	0
WORKFORCE PARITY NUMBERS		18.2	1.8	13.9	0.9	2.0	0.6	2.1	0.3	0.2	0.0	0.2	0.0	0.0	0.0
NET UTILIZATION (+,-)		-1.2	1.2	-0.9	0.1	0.0	0.4	-1.1	0.7	0.8	0.0	0.8	0.0	0.0	0.0
PREVIOUS UTILIZATION***		-0.3	0.3	-1.3	0.2	0.1	0.4	-1.0	-0.3	1.8	0.0	1.8	0.0	0.0	0.0

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HIRING GOALS	PREVIOUS PLAN GOALS		CURRENT PLAN HIRES		CURRENT PLAN GOALS	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
	2	0	1	1	1	1
	2	1	1	1	1	1
	2	0	1	1	1	1
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS		CURRENT PLAN PROMOTIONS		CURRENT PLAN GOALS	
	0	0	0	0	0	0
	0	0	0	0	0	0
UPWARD/CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS		CURRENT PLAN PROMOTIONS		CURRENT PLAN GOALS	
	0	0	0	0	0	0
	0	0	0	0	0	0

Section I

Element No. 9

EMPLOYMENT
ANALYSES

Sec. 46a-68-86

Section I
Element No. 9

EMPLOYMENT
ANALYSES

Sec. 46a-68-86

(Applicant Flow Analysis)

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS
Hires (No Exam)

OCCUPATIONAL CATEGORY: Faculty **DATE:** March 31, 2020
POSITION OR POSITION CLASSIFICATION: Associate Professor
LOCATION: Statewide/National

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNP		
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
Intra-agency	36	18	18	2	3	1	2	1	2	1	14	13
Outside agency	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
TOTAL APPLICANTS	36	18	18	2	3	1	2	1	2	1	14	13
Total Withdraw	1	1	0	0	0	0	0	0	0	0	1	0
Total Not Qualified	27	13	14	1	2	1	1	0	0	0	11	11
TOTAL QUALIFIED APPLICANTS	8	4	4	1	1	0	1	1	0	1	2	2
TOTAL INTERVIEWED	8	4	4	1	1	0	1	1	0	1	2	2
Not offered Position	7	3	4	1	1	0	1	1	0	1	1	2
Offered Position	1	1	0	0	0	0	0	0	0	0	1	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	1	1	0	0	0	0	0	0	0	0	1	0

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS
Hires (No Exam)

OCCUPATIONAL CATEGORY: Professional Non-Faculty **DATE:** March 31, 2020

POSITION OR POSITION CLASSIFICATION: All Titles

LOCATION: Statewide/National

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIAN/HNPI	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
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
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	361	184	177	67	52	12	16	29	30	76	79
Total Withdraw	20	10	10	4	5	0	2	0	0	6	3
Total Not Qualified	292	149	143	48	34	11	11	26	26	64	72
TOTAL QUALIFIED APPLICANTS	49	25	24	15	13	1	3	3	4	6	4
TOTAL INTERVIEWED	44	25	19	15	8	1	3	3	4	6	4
Not offered Position	29	16	13	9	4	0	3	2	2	5	4
Offered Position	15	9	6	6	4	1	0	1	2	1	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	15	9	6	6	4	1	0	1	2	1	0

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS
Hires (No Exam)

OCCUPATIONAL CATEGORY: Secretarial Clerical **DATE:** March 31, 2020
POSITION OR POSITION CLASSIFICATION: All Titles, Except Secretary 2
LOCATION: Fairfield County (Danbury)

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNP	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
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
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	1539	57	1482	9	373	4	112	7	95	37	902
Total Withdrew	19	2	17	1	5	0	3	0	3	1	6
Total Not Qualified	1454	50	1404	7	353	3	103	6	84	34	864
TOTAL QUALIFIED APPLICANTS	66	5	61	1	15	1	6	1	8	2	32
TOTAL INTERVIEWED	66	5	61	1	15	1	6	1	8	2	32
Not offered Position	61	5	56	1	12	1	5	1	7	2	32
Offered Position	5	0	5	0	3	0	1	0	1	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	5	0	5	0	3	0	1	0	1	0	0

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS
Hires (No Exam)

DATE: March 30, 2020

OCCUPATIONAL CATEGORY: Protective Services

POSITION OR POSITION CLASSIFICATION: All Titles

LOCATION: Fairfield County (Danbury)

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNP		UNKNOWN	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Intra-agency	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
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	15	8	7	3	0	0	0	3	0	5	4	0	0
Total Withdraw	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Not Qualified	11	5	6	2	0	0	0	2	0	3	4	0	0
TOTAL QUALIFIED APPLICANTS	4	3	1	1	0	0	0	1	0	2	0	0	0
TOTAL INTERVIEWED	4	3	1	1	0	0	0	1	0	2	0	0	0
Not offered Position	2	2	0	0	0	0	0	0	0	2	0	0	0
Offered Position	2	1	1	1	0	0	0	1	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	2	1	1	1	0	0	0	1	0	0	0	0	0

* Please note- 1 HM and 1 OM were offered positions based on a successful background check and they both were returned with issues that disqualified them; so they both did not refuse the position directly.

Section I
Element No. 9

EMPLOYMENT
ANALYSES

Sec. 46a-68-86

(Employment Process Analysis)

Clerical - Secretary 2
FORM #42A1

EMPLOYMENT PROCESS ANALYSIS
Clerical - Secretary 2

EMPLOYMENT PROCESS ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	20	1	19	1	15	0	3	0	1	0	0
WORKFORCE NUMBER PRIOR FILING	21	1	20	1	15	0	4	0	1	0	0
NET CHANGE (+ or -)	-1	0	-1	0	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
PROVISIONAL 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
DEMOTION INTO OTHER CATEGORY	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (VOL.)	1	0	1	0	0	0	1	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	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

*Keep this a separate category since it increased instead of showing a decrease.

Section I
Element No. 9

EMPLOYMENT
ANALYSES

Sec. 46a-68-86

(Personnel Evaluation Analysis)

PERSONNEL EVALUATION ANALYSIS

Clerical

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	AIANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	27		27								
Very Good		1		1							
Good											
Satisfactory											
Fair											
Unsatisfactory											
REPRIMANDS	1		1		1						
SUSPENSIONS											
DEMOTIONS											
Within Occ. Category											
Lower Occ. Category											
TRANSFERS											
Intra-agency	1		1						1		
Outside Agency	3		3		1		1		1		

PERSONNEL EVALUATION ANALYSIS
Maintenance

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	IANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	36	27	9	14	6	2	1	7	1	4	1
Very Good											
Good	28	23	5	7	2	2		6	3	3	
Satisfactory	1	1						1			
Fair											
Unsatisfactory											
REPRIMANDS	2	2		1							
SUSPENSIONS											
DEMOTIONS											
Within Occ. Category											
Lower Occ. Category											
TRANSFERS											
Intra-agency											
Outside Agency	1	1		1							

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, Western Connecticut State University (“WCSU” or “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 a list of professional reference(s) as part of one application package. 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. Position advertisements state that WCSU may consider an equivalent combination of credentials and/or experience to meet the specified qualifications, as determined by (either or all) the Chief Human Resources Officer (or an assigned designee with the Human Resources Department), Chief Diversity Officer and the hiring authority along with the search committee.

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 varied “executive” searches ensured 100% of applicants responded to the University’s request for demographic data/information as the consultant highly encouraged applicants to respond to all of the University’s requests for Affirmative Action data information. In the Professional occupational category, there have been a few searches that are for grant funded positions that require this information. Therefore, the Chief Diversity Officer will actively address these specifics with applicants in the University’s requests for Affirmative Action data information.

Since September 2017, the Office of Diversity and Equity has utilized the “University Search Plan” (see attached documentation) 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 created a wider-net of applicants to apply for available positions, and will continue to report the outcomes in the Applicant Flow Analysis in the Affirmative Action Plan reporting period.

WCSU employment application (see attached documentation) contains information necessary for an applicant of employment and does not request discriminatory data or other known information deemed discriminatory by law. The University has examined the employment application process for compliance with the Americans with Disabilities Act. The University's employment application process collects an applicant's email address, commercial driver's license information, as well as any additional information from applicant's in the Service/Maintenance, Skilled Trades and Protective Services occupations.

(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 and/or specialized 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 CSCU changed their policy and revoked a three (3) month non-continuation 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 use of CSCU salary ranges and the State of Connecticut 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. The Chief Diversity Officer, in collaboration with the representatives of the Human Resources Department actively train search committees on the use of this new system and its functionality in administrative searches. 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 re-employment 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

WCSU 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 WCSU. 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, general poster(s) and signage throughout the University and quarterly scheduled cultural diversity training.

(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 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 www.wcsu.edu/diversity.

(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:

http://www.wcsu.edu/hr/forms/WCSU_HRForms.asp, 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:

<http://www.ct.edu/files/pdfs/hr-policies-management-confidential.pdf>

(11) Layoffs

During the reporting period, the University *did not* experience any layoffs.

(12) Termination

Since May 2019, the Office of Diversity & Equity has begun to accept electronic/online exit questionnaires/surveys from separated employees in order to gain firsthand knowledge of the reason employees are ending their employment with the University. During the reporting period, there were *no* exit interview conferences needed with separating employees regarding the reason(s) why an employee was separating from employment and/or if the identified action was due to discriminatory treatment.

During this reporting period, the primary reason(s) given by many employees were the uncertainty of economic/personal conditions in the State, promotional opportunities elsewhere and/or 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.

As a (completed) program goal, the Office of Diversity and Equity has been reviewing a series of electronic/online exit questionnaires/surveys (see attached documentation) to execute this task with separating employees.

Information about electronic/online exit questionnaires/surveys can be found at:
<http://wcsu.edu/diversity/exit-interview-questionnaire/>

This project was completed in (or around) April 15, 2019 and will be further evaluated in the Program Goals section.

- (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)

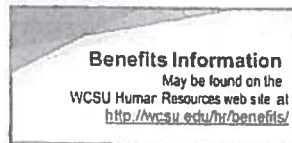


APPLICATION FOR EMPLOYMENT

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: hrpositions@wcsu.edu
 - FAX: 203-837-8613



Position Applying For

Position Title _____

Contact Information

Name (first, middle initial, last) _____

Street Address _____

City _____ State _____ Zip _____

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.

Western Connecticut State University is an Equal Opportunity Educator/Employer

First Name _____ Last Name _____

Personal Information

If employed and you are under 18, can you furnish a work permit? Yes No
 Have you ever been employed by any Connecticut State Agency? Yes* No

*If yes Employer(s) and date(s) _____

On what date would you be available to work? _____

Referral Source Self Ad WCSU employee Other _____

Is any member of your family an employee of WCSU? Yes ** No

**If yes Name _____

Department _____

Relationship _____

Education

	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					

Describe professional or school offices held, other activities, any scholarships, awards, etc. _____

Military Experience

Branch _____ Rank _____ Dates of service _____
 (Please note: A dishonorable discharge or general discharge is not an absolute bar to employment.)

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 _____ Telephone _____

Reason for Leaving _____

Job Title/Duties _____

Annual Salary or Hourly Rate _____

Former Employers

Company Name _____ From (month/year) _____ To (month/year) _____

Street Address _____

City _____ State _____ Zip _____

Name of Supervisor _____ Telephone _____

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 _____ Telephone _____

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 _____ Telephone _____

Reason for Leaving _____

Job Title/Duties _____

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 (CDL)? Yes No

Police Officer Applicants Only

Are you a Certified Police Officer? Yes - State _____ No

Name of Police Academy attended _____ Date of attendance _____ to _____

Note: If employment is offered, you will be required to submit documents to establish your identity and verification of your legal right to work in the United States, as well as successfully completing a background check. Certain positions will also require successfully passing a pre-employment/drug screening.

Applicant's Statement *Please Sign*

I certify that answers given herein are true and 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 misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the University.

Signature of Applicant _____ Date _____

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 <https://www.wcsu.edu/police/ucreport> or may be requested from the Western Connecticut State University's Police Department - 203-838-9304.



AFFIRMATIVE ACTION DATA QUESTIONNAIRE

OFFICE OF DIVERSITY & EQUITY

In an effort to comply with State and Federal requirements, we are requesting that you complete this questionnaire. This data will not be considered in the evaluation of your application. Please complete the questionnaire and return it to Ms. Keisha Stokes in the Office of Diversity & Equity at stokesk@wcsu.edu or via fax (203) 837-8503. The completed questionnaire will be maintained in a confidential manner and filed separately from your application.

Name: _____

Sex: Male Female

Race or National Origin (check one):

- Black - (not of Hispanic origin) all persons having origins in any of the Black racial groups of Africa.
- Hispanic or Latino - all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
- White - (not of Hispanic origin) all persons having origins in any of the original peoples of Europe, North Africa or the Middle East.
- American Indian or Alaskan Native - all persons having origins in any of the original people of North and South America, and who maintain cultural identification through tribal affiliation or community affiliation.
- Asian - all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. The area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.
- Two or more race categories - all persons who identify with more than one of the above.

Position for which you are applying: _____ Search #: _____

How were you referred to us?

Newspaper or journal advertisement

Specify which one(s) _____

Professional Associations

Specify which one(s) _____

Employee Referral _____

Internet posting (please specify) _____

WCSU Home (/) Current Students (/currentstudents/)

Faculty & Staff (/facultystaff/)

Alumni (/alumni/)

Donors & Friends (/ia)

A-Z Index

Contact

Essentials

YouTube (/http://www.youtube.com/westernctstate)

Facebook (/http://www.facebook.com/westconn)

Twitter (/http://www.twitter.com)

Text-Only Version (/http://transcoder.usa/en)

Flickr (/http://www.flickr.com/westconn)

Instagram (/http://www.instagram.com)



ABOUT ADMISSIONS (/ADMISSIONS/) ACADEMICS (/ACADEMICS/) FINANCIAL AID (/FINAID/)

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) > AFFIRMATIVE ACTION

Office of Diversity and Equity (ODE)

Mission (/diversity/mission/)

Welcome Message from the Chief Diversity Officer (/diversity/welcome-message/)

(Approved) University Affirmative Action Plans (/diversity/wcsu-approved-affirmative-action-plans/)

Americans with Disabilities Act (ADA) University Statement (/diversity/americans-with-disabilities-act-ada-university-statement/)

Committee(s) and/or Working Group(s) (/diversity/committees-and-or-working-groups/)

University Minority Recruitment and Retention Resources (/diversity/minority-recruitment-and-retention-resources/)

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

Not Anymore/Title IX Online Training Portal (/diversity/not-anymore-title-ix-online-training-portal/)

Discrimination Complaints (/diversity/discrimination-complaints/)

Diversity Resources (/diversity/resources/)

Information

AFFIRMATIVE ACTION DATA QUESTIONNAIRE



Office of Diversity & Equity

In an effort to comply with State and Federal requirements, we request a moment to complete this questionnaire. Disclosure of the information and will not affect your opportunity for employment, or terms or conditions of employment. The information provided will be used for State and Federal workforce reporting purposes only and maintained in a confidential manner from your application.

Name:

Email:

Sex:

Male Female

Race or National Origin (check one):

Black - (not of Hispanic origin) all persons having origins in any of the Black racial groups of Africa

Hispanic or Latino - all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.

White - (not of Hispanic origin) all persons having origins in any of the original peoples of Europe, North Africa or the Middle East

American Indian or Alaskan Native - all persons having origins in any of the original people of North and South America, and who maintain cultural identification through tribal affiliation or community affiliation.

Asian - all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. The area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa

Two or more race categories - all persons who identify with more than one of the above.

Position for which you are applying:

Search #:

How were you referred to us?

Newspaper or Journal advertisement Specify which one(s)

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

Search Procedures (/diversity/search-procedures/)

What is Title IX and CaRR? (/diversity/what-is-title-ix-and-carrt/)

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

Undocumented (/http://www.wcsu.edu/undocumented/)

Student Support Services

University Transgender/Transgender Guidance (/diversity/workplace-transgender-guidance/)

LGBTQ+ Resources (new page coming soon) (/diversity/lgbtq-resources-new-page-coming-soon/)

Contact Us (/diversity/contact-us/)

Professional Associations Specify which one(s)

Employee Referral

Internet Posting (please specify?)

Submit

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 at http://www.wcsu.edu/police/pdf/securityreport.pdf or may be requested from the Western Connecticut State University Police Department (203-838-9304)

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 06810
- ☎ 203-837-9000
- ✉ Contact the University (/diversity/contact-us/)

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Anonymous Incident Report (/police/anonymous-incident-report.asp)

🐦 (<http://www.twitter.com/wcsu>)

📘 (<http://www.facebook.com/wcsu>)

📺 (<http://www.youtube.com/wcsu>)

🌐 (<https://www.linkedin.com/edu/western-connecticut-university-18041>)

⊕ (<https://plus.google.com/wcsu>)



Welcoming New Staff

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 cleaned by facilities. Order or make a sign to indicate the new employee's name, title, room location
- If furniture is needed (desk, chair, filing cabinet, etc.) arrange with facilities to set it up
- Request phone line, phone, and/or voicemail. This requires a TSR form, which can be found at: https://www.wcsu.edu/technology/telecomm/TSR%20-%20Ver%2020_0.pdf
- Request necessary building access, keys, and/or pin codes to offices and buildings. This requires an Access Control form, which can be found at: <http://www.wcsu.edu/westconnect/Access%20Request%20Form.xlsm>
- Request a computer (desktop, laptop, tablet) and equipment (docking station, printer, etc.), along with any necessary software specific to your department. Requests can be made through ITI. Please refer to <http://support.wcsu.edu/customer/en/portal/articles/2097335-how-do-i-get-started-with-information-technology-and-innovation-faculty-and-staff>
 - WestConn account (Windows)
 - Email
 - WestConnduit
 - E-Learning (Blackboard)
 - Banner Self-Serve
 - Web Banner
 - File Shares (K, X, H, N drives)
 - Remote access
- If appropriate, order business cards for the new employee
- Collect and place office supplies for the new employee's office
 - Pens
 - Notebooks
 - Paper
 - Pencils
 - Highlighters
 - Paper clips
 - Stapler
 - Tape Dispenser
 - Scissors
 - File Folders
- Campus Map
- Information on campus Dining Services, along with local dining locations
- Instructions for using phones, setting up and accessing voicemail, etc.
- Policies and procedures for your department
- List of pertinent people/offices and their locations so that the new employee is able to answer general questions
- Information on who to contact for computer, telephone, printer and copier issues
- Arrange for training on computers and WCSU systems
- Training on CORE-CT and payroll
- Locations and contacts for important offices or people
 - Union representatives
 - Mailroom
 - Police
 - Payroll
 - Human Resources
 - Admissions
 - Cashier
 - Financial Aid
 - Libraries
 - Department secretaries for departments they will need to work with frequently
- Information on where to get ID card
- Information on where to get staff parking hang tag and parking information
- Information on payroll/direct deposit
- Information on who to contact when calling out sick
- Information on Emergency Notification system and how to sign up for it.



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:

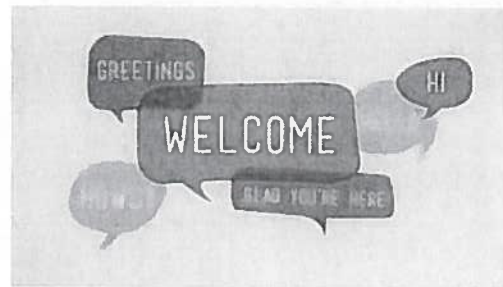
- Training to make room reservations
- Authorization and training on purchasing (supplies or other purchases)
- Travel – paperwork and policies
- Contracts
- Forms and where to find them: Begin at the Faculty Handbook Table of Forms (<https://www.wcsu.edu/facultystaff/handbook/forms.asp>)
 - Food service
 - Student employment
 - Purchase requisition form
 - Disbursement form
 - Equipment Loan form
 - Mileage form
 - Personal Services Agreement & Honorarium Request form
 - Tuition Waiver form
- 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

You 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
 - Equipment training in facilities
 - Use of key boxes
 - AAUP
 - 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)

Other things you know that you will need to make sure to do:



WCSU Home (/)

Current Students (/currentstudents/)

Faculty & Staff (/facultystaff/)

Alumni (/alumni/)

Donors & Friends (/ia)

A-Z Index

Contact

Essentials



YouTube (http://www.youtube.com/westernctstate)

Facebook (http://www.facebook.com/westconn)

Twitter (http://www.twitter.com/westconn)

Flickr (http://www.flickr.com/westconn)

Instagram (http://www.instagram.com/westconn)

ABOUT

ADMISSIONS (/ADMISSIONS/)

ACADEMICS (/ACADEMICS/)

FINANCIAL AID (/FINAID/)

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) > Exit Interview Questionnaire

Office of Diversity and Equity (ODE)

Mission (/diversity/mission/)

Welcome Message from the Chief Diversity Officer (/diversity/welcome-message/)

Approved Affirmative Action Plans (/diversity/wcsu-approved-affirmative-action-plans/)

Americans With Disabilities (ADA) Statement (/diversity/americans-with-disabilities-ada-university-statement/)

Committee(s) and/or Working Group(s) (/diversity/committees-and-or-working-group(s)/)

University Minority Recruitment and Retention Resources (/diversity/minority-recruitment-and-retention-resources/)

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

Not Anymore/Title IX Online Training Portal (/diversity/not-anymore-title-ix-online-training-portal/)

Discrimination Complaints (/diversity/discrimination-complaints/)

Diversity Resources and Information (/diversity/resources-and-information/)

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

Exit Interview Questionnaire

Last Name

First Name

Middle Initial

Current Position

Department

Immediate Supervisor

Initial Employment Date

Last Day of Employment

Gender

Female

Male

Other

1. Please indicate reason(s) below, which contributed to your decision to resign your current position?

Salary

Return to School

Military

Benefits

Retirement

Other (please explain below)

Personal

Relocation

Job Advancement

Job Eliminated/Termination

Academic/Work Climate

2. Was there a specific event or issue that prompted your resignation?

Yes

No

3. Please rate the following regarding your current position:

	Excellent	Above Average	Average	Below Average	Very Poor
Quality of training received for your position.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Satisfaction and Enjoyment in your current position.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working relationship with fellow employees.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cooperation among different departments.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Opportunity for advancement and promotion.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Appreciation and recognition for achievements.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall workload for position.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. Please rate the following regarding management:

	Excellent	Above Average	Average	Below Average	Very Poor
Treats staff with respect and dignity.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Values feedback and suggestions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Let's talk!

Questions? Chat with us!

Procedures

Adequately handles complaints and grievances.

Search (/diversity/search-Procedures procedures/)

Administers policies and practices in a consistent manner.

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

Encourages a cooperative atmosphere.

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

5. Did you encounter any problems in your current position?

Yes

No

Undocumented (http://www.wcsu.edu/undocumented/) Student Support Services

Either yes or no, how would you describe the academic or working environment at WCSU? In what ways did these environments contribute to either your satisfaction or dissatisfaction with the job? Please briefly explain:

University (/diversity/workplace-Transgender transgender-Guidance guidance/)

6. Do you have any suggestions for improving WCSU? (Optional)

LGBTQ+ (/diversity/lgbtq-Resources (new resources-new-page coming page-coming-soon/)

7. Was the Office of Human Resources helpful during your employment? (Optional)

Yes

No

Contact Us (/diversity/contact-us/)

Either yes or no, please briefly explain:

8. In your perspective do you believe supervisors or administrators gave you an opportunity to voice any concerns?

Yes

No

9. Do you feel that you were treated equally by your coworkers and supervisors in regards to race, religion, gender, etc.?

Yes

No

10. Did you experience and/or witness any behavior or conduct that would be considered harassment or discrimination?

Yes

No

11. Based on your experience at WCSU, would you recommend this job to a friend, relative, etc. ?

Yes

No

12. Would you reapply if a future opportunity arose?

Yes

No

Contact Information (Optional)

Email:

Phone Number:

Please add any additional comments:

Date/Time:

Thank you for participating in the Exit Interview Questionnaire and telling us about your experience at Western Connecticut State University. Good Luck in your future endeavors!

Submit

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

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- ▶ [Maps & Directions \(/directions/\)](#)
- ▶ [Academics \(/academics/\)](#)
- ▶ [Athletics \(http://wcsuathletics.com\)](#)
- ▶ [Blackboard Learn \(/technology/elearning/\)](#)

Contact us

- 📍 [Western Connecticut St
181 White Street
Danbury, CT 06810](#)
- ☎ [203 837 9000](#)
- ✉ [Contact the University \(](#)

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[Anonymous Incident Report \(/police/anonymous-incident-report.asp\)](#)

[ⓧ \(http://www.twitter.com\)](http://www.twitter.com)

[f \(http://www.facebook.com\)](http://www.facebook.com)

[📺 \(http://www.youtube.com/wes\)](http://www.youtube.com/wes)

[in \(https://www.linkedin.com/edu/western-connecticut-university-18041\)](https://www.linkedin.com/edu/western-connecticut-university-18041)

[g+ \(https://plus.google.com\)](https://plus.google.com)

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, Western Connecticut State University (“WCSU” or “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 2020 Affirmative Action reporting period, the University will implement and/or execute the following three (3) newly listed *program goals* to report on for the next reporting period:

- (1) The Office of Diversity and Equity (“ODE”) will oversee and manage the university’s PRIDE LGBTQ Office to offers a platform for our university community to collaborate in support of equality, and serves as a catalyst for advocacy, awareness and action on current and emerging issues that impact the lives of lesbian, gay, bisexual, transgender, and queer individuals.
- (2) The Office of Diversity and Equity (“ODE”) will appoint a Deputy Title IX Coordinator to assist the Chief Diversity Officer and members of the Office of Diversity and Equity with Title IX related regulations, compliance measures and investigations.
- (3) The Office of Diversity and Equity (“ODE”) will initiate a partnership/recruitment initiative with [ProSpanica](#), to diversify our recruitment and professional development efforts in upcoming administrative and faculty searches aimed at the diversification of our university workforce. More information to follow on this potential collaboration.

During the 2019-2020 Affirmative Action reporting period, the University executed 66% of the following **below listed program goal(s)**:

- (1) On March 1, 2020, the Office of Diversity and Equity (“ODE”) implemented, employee/faculty LGBTQ+ resources, to assist managers and supervisors with their understanding, compassion and outreach efforts toward our university population. These resources were officially posted on March 1, 2020 and can be found on:
<https://www.wcsu.edu/diversity/lgbtq-on-and-off-campus-resources/>
- (2) On January 1, 2020, the Human Resources Department implemented the faculty department evaluation committee (“DEC”) resources to assist faculty managers and supervisors with the best mentorship efforts toward upward mobility for faculty in underrepresented groups. This newly implemented process will permit DEC faculty members to streamline their review of the tenure and promotion process. These resources were officially posted on January 1, 2020 and can be found on:

<https://www.wcsu.edu/faculty-handbook/2019-2020/human-resource-policies/>

<https://www.wcsu.edu/faculty-handbook/2019-2020/human-resource-policies/policies-for-promotion-tenure-and-evaluation/>

<https://www.wcsu.edu/faculty-handbook/2019-2020/human-resource-policies/departement-evaluation-committee-forms/> ;

- (3) The Office of Diversity and Equity (“ODE”), in collaboration with the Human Resources Department, will continue to develop and implement, by or before March 31, 2022, customized employee mentorship resources, to assist managers and supervisors with providing appropriate documentation to the Human Resources Department on tracking employee career-objectives and performance management efforts that contribute to upward mobility goals.
- (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: Pride Center Coordinator & Deputy Title IX Coordinator
Date: Wednesday, September 9, 2020 at 9:51:20 AM Eastern Daylight Time
From: Fred Cratty <CrattyF@wcsu.edu>
To: Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>
CC: Fred Cratty <CrattyF@wcsu.edu>, Peggy Boyle <BoyleP@wcsu.edu>
Attachments: image001.jpg, 4 Pride Center & Deputy Title IX Coordinator (July 2020).docx

Hi Jesenia,

I received the final approval from SUOAF for the Pride Center Coordinator & Deputy Title IX Coordinator. Attached is the final version of the job description. You are okay to proceed with your recruitment process.

Please let me know if you have any questions.

Thanks,
Fred

Fred Cratty
Chief Human Resources Officer
Human Resources Department
University Hall – Room 102
Western Connecticut State University
181 White Street, Danbury CT 06810
Office: 203-837-8665 | **Cell:** 860-919-5458
Email: crattyf@wcsu.edu | **HR Website:** www.wcsu.edu/hr



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**Western Connecticut State University
Job Description for**

Pride Center Coordinator & Deputy Title IX Coordinator

General Information

Supervisor's Title: Chief Diversity Officer	Department: Office of Diversity & Equity
Employment Group: SUOAF-AFSCME	Rank/Grade Level: Administrator IV
Job Analyst: Jesenia Minier-Delgado	Date: July 2020

Position Description Summary: The Pride Center Coordinator & Deputy Title IX Coordinator manages the day-to-day operations of The PRIDE LGBTQ Center, a university office that provides services to the LGBTQ community at the WCSU campuses in the Danbury area. The PRIDE Center Coordinator will also serve as the WCSU Deputy Title IX Coordinator and assist in one (or more areas) of the assessment, assignment and/or investigation of Title IX complaints. The PRIDE Center/Deputy Title IX Coordinator will report to the WCSU Chief Diversity Officer/Title IX Coordinator for the Office of Diversity and Equity

Job Duties Statements:

#	Job Duties
1	Provides management, support, supervision, technical assistance, and training opportunities for the PRIDE LGBTQ Center outreach student employees/peer educators, student interns and community volunteers.
2	Serves as the day-to-day primary contact of the WCSU PRIDE LGBTQ drop-in office, including the client waiting area; leads efforts to modify the office procedures and/or physical space to promote student/university productivity, event programming, participant safety and confidentiality.
3	Maintains a catalog and assignment schedule for student employees/peer educators, student interns and community volunteers in conjunction with resource allocation of the PRIDE LGBTQ Center.
4	Manages conducting client intakes and assessments to provide individuals with short and long-term health/local navigation and supportive counseling using low-threshold, non-judgmental, and culturally relevant methodologies; modifies both documentation tools and reporting systems to ensure audit-worthy records of service provision.
5	Collaborates with the Chief Diversity Officer/Title IX Coordinator on program reports, university client services, university-event collaboration, revision of program policies and procedures, proposal development, program evaluation, and conflict resolution.
6	Supervises student employees on both community-based and university outreach activities.
7	Leads monthly quality assurance activities including oversight documentation, outreach data collection, and program goals as directed by Chief Diversity Officer/Title IX Coordinator.
8	Networks, establishes, and maintains treatment and referral resources within a collaboration with university office and local community-based organizations meetings and planning groups.



9	Visits agencies and attends appropriate local meetings to represent and present on program activities and/or to seek out current information about education on health care/safety prevention, program/event planning, and program counseling.
10	Develops marketing and promotional materials to be used both internally and externally to promote university services.
11	Works collaboratively with the Chief Diversity Officer/Title IX Coordinator to ensure smooth transition of services, clients and operational protocol.
12	Works collaboratively with the Chief Diversity Officer/Title IX Coordinator on all Title IX compliance/investigative actions.
13	Works to provide intake assessments on all Title IX investigations and use/maintenance of the university implemented SYMPLICITY database.
14	Performs other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.

Job Requirements:

- ❑ **Education** – List the minimum educational requirements that are necessary to perform.
 - Bachelor’s degree in public health, social work or mental health related field preferred. Relevant experience may be substituted given experience.

- ❑ **Work Experience** – List the minimum work experience necessary to perform the tasks of the position. Specify the type of work experience necessary and the number of years required.
 - Four years of supervisory experience.
 - Knowledge of Title IX regulations and provisions, managing staff and students in a harm reduction/prevention setting is a plus.

- ❑ **Knowledge, Skills, Abilities and Other Traits (KSAOs)** – List any minimum requirements for the positions, such as aptitudes, personality traits, licenses, etc.
 - Must poses a valid driver license
 - Familiarity with High Impact Prevention and other LGBTQ health care service provision
 - Must be well organized, self-motivated, and committed to working in a diverse LGBTQ environment
 - Must be familiar with and believe in a harm reduction philosophy
 - Must be a leader, team player and able to work effectively with a large variety of personalities and abilities in a university setting.
 - Ability to communicate and present to the public effectively both verbally and in writing

FLSA Status: Exempt

These requirements may be waived for individuals with alternate experience.

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, Western Connecticut State University ("WCSU" or "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 Western Connecticut State University ("WCSU" or "University") 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 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 WCSU 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

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY REPORTING DATE: March 31, 2020

NUMBER	COMPLAINANT RACE/SEX	DATE FILED	TYPE*	ACCUSED**	BASIS CLAIMED	FINDING	RESOLUTION	LENGTH OF TIME TO RESOLVE
1	White/Male (Student)	3/8/19	Within Agency (Internal)	Employee	Sexual Orientation	No Probable Cause	No Action Taken	30+ days
2	Black/Female (Employee)	7/7/19	Within Agency (Internal)	Employee	Sexual Harassment	No Probable Cause	No Action Taken	15 days
3	White/Female (Employee)	8/1/19	Within Agency (Internal)	Employee	Sexual Harassment	Probable Cause	Action Taken (HR)	60 days
4	White/Female (Student)	2/2/20	Within Agency (Internal)	Student	Stalking	Probable Cause	Action Taken (Judicial)	30 days
5	White/Male (Student)	4/26/19	Within Agency (Internal)	Student	Sexual Harassment	Probable Cause	Action Taken (Judicial)	30 days
6	Anonymous (Student)	3/15/19	Within Agency (Internal)	Employee	Sexual Harassment	No Probable Cause	No Action Taken	30 days
7	White/Female (Student)	4/9/19	Within Agency (Internal)	Student	Sexual Harassment	No Probable Cause	No Action Taken	60 days
8	Other/Male (Student)	1/28/20	Within Agency (Internal)	Employee	Sexual Harassment	No Probable Cause	No Action Taken	60 days
9	White/Female (Student)	2/19/20	Within Agency (Internal)	Student	Stalking	Probable Cause	Action Taken (Judicial)	60 days
10								

*Internal (within Agency) or External (CHRO, DOL, EEOC, etc.)
 **Co-worker, Supervisor, Manager, etc.



(https://wcsu.edu/reopen/)

Read about Opening WCSU here



Text-Only Version (http://transcoder.usablenet.com/tt/www.wcsu.edu/diversity/discrimination-complaints/)

Search bar with text 'Enter search term ...' and a 'Go' button.

- ABOUT ▾ (currentstudents/)
- ADMISSIONS ▾ (HTTPS://WCSU.EDU/ADMISSIONS/) Faculty & Staff ▾ (/facultystaff/)
- ALUMNI ▾ (/alumni/)
- DONORS & FRIENDS ▾ (/ia)
- ACADEMICS ▾ (HT)
- FINANCIAL AID ▾ (HTTPS://WCSU.EDU/FINAID/)
- HOUSING ▾ (HTTPS://WCSU.EDU/H)

Office of Diversity and Equity (https://www.wcsu.edu/diversity)

You are here: Home (/) > Office of Diversity and Equity (https://www.wcsu.edu/diversity) > Information about filing a discriminao...

Office of Diversity and Equity (ODE)

Mission (/diversity/mission/)

Welcome Message from the Chief Diversity Officer (/diversity/welcome-message)

(Approved) University approved-Affirmative Action Plans (/diversity/wcsu-approved-affirmative-action-plans/)

Americans With Disabilities Act (ADA) University Statement (/diversity/americans-with-disabilities-act-ada-university-statement/)

Committee(s) and/or Working Group(s) (/diversity/committees-and-working-groups/)

University Minority Recruitment and Retention (/diversity/minority-recruitment-and-retention/)

Information about filing a discrimination complaint

Last updated: August 18, 2020

WCSU NON-DISCRIMINATION POLICY STATEMENT

Western Connecticut State University ("WCSU" or University") is an affirmative action/equal opportunity educator and employer, fully committed to the goal of providing equal opportunity and full participation in its educational programs, activities and employment without discrimination because of age, color, religious beliefs or association, gender/sex, gender identity or expression, national origin, marital status, race, sexual orientation, physical disability, including but not limited to blindness, learning disability or mental retardation, past or present 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 forth to ensure that no qualified person be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of the university.

To file a complaint of discrimination, or for inquiries concerning the University's Nondiscrimination Policy Statement, related laws and regulations for Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, please contact **Jesenia Minier Delgado, Chief Diversity Officer/ADA and Title IX Coordinator, University Hall (Midtown Campus), Room 202B, phone#: (203) 837-8444, TTY (203) 837-8284, or by email at ode@wcsu.edu (mailto:ode@wcsu.edu).**

Discrimination Complaint Forms

WCSU Discrimination Complaint Form (/diversity/wp-content/uploads/sites/37/2020/08/University-Discrimination-Complaint-Form-rev.-8.06.2020.pdf) (PDF print only) (rev. 8.06.2020)

WCSU Discrimination Withdrawal Form (/diversity/wp-content/uploads/sites/37/2020/08/University-Withdrawal-Form-compl.-9.25.2019.pdf) (PDF)

WCSU Waiver of Representation Form (/diversity/wp-content/uploads/sites/37/2020/08/WCSU-Waiver-of-Representation-Form-rev.-8.11.2020.pdf) (PDF)

WCSU Discrimination Complaint Procedures (/diversity/wp-content/uploads/sites/37/2020/08/WCSU-Discrimination-Complaint-Procedures-rev.-8.06.2020.pdf)

(PDF)(rev. 8.06.2020)

Recruitment retention- and resources/ attention resources

Protection from Adverse Action

All individuals shall be free from all restraint, interference, coercion or reprisal on the part of their associates, supervisors and all others in making any complaint or 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 after a complaint has been resolved. Should these principles be violated, the facts shall be brought to the attention of the Chief Diversity Officer by the aggrieved party, his/her representative or any person affected. The Chief Diversity Officer shall bring all such situations to the attention of the President for confidential discussion, review, the potential for early proactive intervention and appropriate action.

Diversity (/diversity/cultural-programming-and-training/) Training(s)

Individuals are advised of their legal options to file complaints with the Connecticut Commission on Human Rights and Opportunities (CHRO), U.S. Equal Employment Opportunity Commission (EEOC), U.S. Department of Labor, Wage and Hour Division, and any other agencies, state, federal or local, that enforce laws concerning discrimination.

Diversity (/diversity/resources/) Resources and Information

Confidential counseling is also available. For more information, please contact Mrs. Jesenia Minier Delgado, Chief Diversity Officer, Office of Diversity & Equity, University Hall (Midtown Campus), Room 202B, telephone: (203) 837-8444, TTY (203) 837-8284, email: ode@wcsu.edu (mailto:ode@wcsu.edu).

Not (/diversity/not-any-more-title-ix-online-training-portal/) Title IX Online Training Portal

Information (/diversity/discrimination-complaints/) about filing a discrimination complaint

Accreditation and Policy

Western Connecticut State University ("WCSU" or "University") is accredited by the New England Association of Schools and Colleges, Inc., through its Commission on Institutions of Higher Education.

Healing (/diversity/healing-from-community-trauma-resources-and-information-draft/) from Community Trauma: Resources and Information

Inquiries regarding the accreditation status by the New England Association should be directed to the university's administrative staff. Individuals may also contact the Commission on Institutions of Higher Education, New England Association of Schools and Colleges, 3 Burlington Woods Drive, Suite 100, Burlington, MA 01803-4531. Call (855) 886-3272, Fax (781) 425-1001 or email: cihe@neasc.org (mailto: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 Board of Regents for Higher Education.

LGBTQ+ (/diversity/lgbtq-on-and-off-campus-resources/) On and Off Campus Resources

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

Search (/diversity/search-procedures/) Procedures

Rights Reserved Statement

Students attending WCSU are required to familiarize themselves with this catalog. Primary responsibility for knowing and fulfilling all requirements rests with the individual student. The catalog in effect at the time of the student's admission or readmission to a degree program governs degree requirements. WCSU administration reserves the right, whenever advisable:

1. to change or modify its schedule of tuition and fees;
2. to withdraw, cancel, reschedule or modify any course, program of study, or degree or any requirement in connection with any of the foregoing.

What is (/diversity/what-is-title-ix-and-carrrt/) Title IX is-title-ix-and-carrrt?

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

undocumented(http://www.wcsu.edu/undocumented/) Student Support

Report Sexual Harassment/Misconduct

Jesenia Minier Delgado, WCSU Title IX Coordinator, is responsible for oversee and monitor (in

Services

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

University (/diversity/workplace-transgender-guidance/) Transgender- Guidance

Contact(/diversity/contact-us/)

in conjunction with other university affiliates) all Title IX programming, resources and services related to sexual harassment and violence, investigating all Title IX claims and filed complaints.

Fred Cratty, Chief Human Resources Officer, is responsible for investigating and monitoring all (employee-related) Title IX filed complaints.

Please review the below linked documents and webpage(s) on the following applicable Title IX policies:

CSCU Sexual Misconduct Reporting, Supportive Services and Processes Policy (PDF)(to be posted on or after 8.14.2020)

WCSU Title IX Complaint Procedures (/diversity/wp-content/uploads/sites/37/2020/08/WCSU-Title-IX-Complaint-Procedures-rev.-8.06.2020-.docx) (PDF)(rev. 8.10.2020)

United States Department of Education Overview of Title IX Changes (<https://www2.ed.gov/about/offices/list/ocr/docs/titleix-overview.pdf>) (PDF web link) (effective 8.14.2020)

If you wish to discuss a known concern or file a sexual harassment complaint, you may contact Jesenia Minier Delgado, Chief Diversity Officer, Office of Diversity & Equity, University Hall (Midtown Campus), Room 202B, telephone: (203) 837-8444, TTY (203) 837-8284, email: ode@wcsu.edu (<mailto:ode@wcsu.edu>).

University's Interpersonal Violence Policy

Western Connecticut State University ("WCSU" or "University") asserts that all students have the right to be free from interpersonal violence such as stalking, intimate partner violence, and sexual harassment or assault. To treat all violence with the utmost seriousness, all non-confidential WCSU employees (including faculty) are required to submit an Anonymous Report Form when aware of any interpersonal violence; although student information will remain secure, it may be shared with the appropriate WCSU officials. Confidential, on-campus locations not required to report include the Counseling Center, Women's Center, and Health Services. *More information is available at www.wcsu.edu/diversity/CaRRT (/diversity/carrt/)*

Additional links to resources on:

- Confidentiality (/diversity/confidentiality/)
- Mandated Reporting by College and University Employees (/diversity/mandated-reporting-by-university-employees/)
- Rights of Parties (/diversity/1217-2/)
- Options for Changing Academic, Housing, Transportation and Working Arrangements (/diversity/options-for-changing-academic-housing-transportation-and-working-arrangements/)
- Support Services Contact Information (/diversity/support-services-contact-information/)
- Right to Notify Law Enforcement & Seek Protective and Other Orders (/diversity/right-to-notify-law-enforcement-and-protective-and-other-orders/)
- Employee Conduct Procedures (/diversity/employee-conduct-procedures/)
- Student Conduct Procedures (/diversity/student-conduct-procedures/)
- WCSU Security Reports and other state and federal agencies that process discrimination complaint (/diversity/wcsu-security-report-and-other-state-and-federal-agencies-that-process-discrimination-complaints/)
- Online/Virtual Title IX Training and Training Resource(s) (/diversity/title-ix-online-virtual-training-and-training-resources/)
- United States Department of Education Title IX Resources webpage (<https://sites.ed.gov/titleix/>) (NEW 8.14.2020)

Who are you?

- ▶ Future Students
(<https://www.wcsu.edu/admissions/>)
- ▶ Current Students
(<https://www.wcsu.edu/currentstudents/>)
- ▶ Alumni & Parents
(<https://www.wcsu.edu/alumni/>)
- ▶ Faculty & Staff
(<https://www.wcsu.edu/facultystaff/>)
- ▶ Donors & Friends
(<https://www.wcsu.edu/giving/>)
- ▶ Colonial Sports Fans
(<https://wcsu.edu/sports/>)

Quick Links

- ▶ A to Z Index
(<https://www.wcsu.edu/az-index/>)
- ▶ Maps & Directions
(<https://www.wcsu.edu/campustour/directions/>)
- ▶ Academics
(<https://wcsu.edu/academics/>)
- ▶ Athletics
(<https://wcsu.edu/sports/>)
- ▶ Blackboard Learn
(<https://www.wcsu.edu/iti/elearning/>)

Contact us

- 📍 Western Connecticut State University
181 White Street
Danbury, CT 06810
- ☎ 203-837-9000
- ✉ Contact the University
(<https://wcsu.edu/contact/>)

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(<https://wcsu.edu/non-discrimination-notice/>) | Anonymous Incident Report

(<https://www.wcsu.edu/police/anonymous-incident-report/>)

🐦 (<http://www.twitter.com/westconn>)

f (<http://www.facebook.com/westconn>)

📺 (<http://www.youtube.com/westernctstate>)

in (<https://www.linkedin.com/edu/western-connecticut-state-university-18041>)

g+ (<https://plus.google.com/+westconn>)



ODE INTAKE CONFIRMATION (DO NOT FILL)

COMPLAINT DATE: ___ / ___ / ___

COMPLAINT NO.: _____

INTAKE INITIALS: _____

OFFICE OF DIVERSITY & EQUITY

DISCRIMINATION COMPLAINT FORM

INSTRUCTIONS: *It is highly encouraged that you be as detailed 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 the filed complaint, it will be necessary to schedule meetings with you (Complainant), the alleged accused/Respondent and any witnesses with direct knowledge of the alleged allegations. The Office of Diversity and Equity will notify all persons involved in the investigation that all communications are to be held with your choice of representative(s) for appropriate guidance throughout this investigation. The filed 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 the Complainant and affirmed with a date signed.*

COMPLAINANT INFORMATION:

Complainant's Name: _____
First Name Middle Last Name

Home Address: _____
City State Zip Code

Work Address: _____
City State Zip Code

Telephone: () _____ Home Work Mobile Other: _____
Telephone: () _____ Home Work Mobile Other: _____
Telephone: () _____ Home Work Mobile Other: _____

Email Address: _____ Alternate Email: _____

Please identify one (or more) preferred Mode(s) of Contact:

Phone Call Email Letter Assigned Advocate: _____

COMPLAINT DETAILS:

Complaint Status: Applicant Admin./Staff External (Non-Campus Related)
 Faculty Student/Student Employee Other: _____

Complaint Type: Discrimination Hostile Work/Academic Environment
 Harassment Retaliation
 Sexual Assault/Misconduct Interpersonal Violence/Domestic Violence

Basis: Age Marital Status
 Ancestry Mental Disorder
 Color National Origin
 Criminal Record (State Employment) Sex (Including Pregnancy or Sexual Harassment)
 Gender Identity (or Expression) Sexual Orientation
 Intellectual Disability Race
 Learning Disability Religious Creed
 Physical Disability

Terms and Conditions of Academic/Employment Status

Assignments Performance Evaluation Transfer
 Benefits/Leave Promotion Salary/Compensation
 Demotion/Discharge Testing Working Conditions
 Employment/Hiring Training Opportunities Other

Initial: _____

181 WHITE STREET, DANBURY, CONNECTICUT, 06810

WWW.WCSU.EDU

WESTERN CONNECTICUT STATE UNIVERSITY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER



ODE INTAKE CONFIRMATION (DO NOT FILL)

COMPLAINT DATE: ___ / ___ / ___

COMPLAINT NO.: _____

INTAKE INITIALS: _____

OFFICE OF DIVERSITY & EQUITY

Under "Other", please specify: _____

Name of person(s) who is alleged in the filed complaint is called "Accused/Respondent(s)." This person is the identified individual(s) who have subjected you to the conduct described in your filed complaint. When asking about affiliation/relationship, this is information as it relates to your contact (i.e., if the Accused/Respondent is a supervisor, co-worker, student, faculty, etc.). Timeframe is asking about the length of time you have known the Respondent(s).

(1) Respondent's Name: _____
First Name MI Last Name

Respondent Status: Applicant Admin./Staff External (Non-Campus Related)
 Faculty Student/Student Employee Other: _____

Affiliation/Relationship: _____ Timeframe: _____

(2) Respondent's Name: _____
First Name MI Last Name

Respondent Status: Applicant Admin./Staff External (Non-Campus Related)
 Faculty Student/Student Employee Other: _____

Affiliation/Relationship: _____ Timeframe: _____

(3) Respondent's Name: _____
First Name MI Last Name

Respondent Status: Applicant Admin./Staff External (Non-Campus Related)
 Faculty Student/Student Employee Other: _____

Affiliation/Relationship: _____ Timeframe: _____

(4) Respondent's Name: _____
First Name MI Last Name

Respondent Status: Applicant Admin./Staff External (Non-Campus Related)
 Faculty Student/Student Employee Other: _____

Affiliation/Relationship: _____ Timeframe: _____

(5) Respondent's Name: _____
First Name MI Last Name

Respondent Status: Applicant Admin./Staff External (Non-Campus Related)
 Faculty Student/Student Employee Other: _____

Affiliation/Relationship: _____ Timeframe: _____

Initial: _____

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OFFICE OF DIVERSITY & EQUITY

ODE INTAKE CONFIRMATION (DO NOT FILL)

COMPLAINT DATE: ___ / ___ / ___

COMPLAINT NO.: _____

INTAKE INITIALS: _____

COMPLAINT DESCRIPTION:

Please write (in chronological order) in your own words (or to the best of your recollection) the specifics and/or incident(s) that resulted in either one (or more) of your allegation(s):

Lined area for writing the complaint description.

Initial: _____

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[WWW.WCSU.EDU](http://www.wcsu.edu)

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ODE INTAKE CONFIRMATION (DO NOT FILL)

COMPLAINT DATE: ____ / ____ / ____

COMPLAINT NO.: _____

INTAKE INITIALS: _____

OFFICE OF DIVERSITY & EQUITY

NOTE: Copy page 3 to add additional pages, as needed

List and describe all of the materials and/or evidence pertaining to your complaint:

- Mobile Text Message(s) Phone Conversation/Voicemail Email
- Social Media Profile(s)/Chat(s) Image(s)/Photograph(s) Videos Clips/Videos
- Correspondence/Letters General/Personnel Records Memorandums/Notes
- Other: _____ Other: _____ Other: _____

Describe the corrective action you are seeking from this investigation:

Do you wish to receive one (or more) referral(s) for assistance to:

- Counseling Center Office of Judicial Affairs Office of the Dean of Students
- CHOICES Univ. Police Department Women's Center of Greater Danbury
- Office of Health Services Housing and Residence Life Other: _____

List the identified witnesses to (any of) the described incident(s):

Witness 1.	Name	Relationship	Contact Information
Witness 2.	Name	Relationship	Contact Information
Witness 3.	Name	Relationship	Contact Information
Witness 4.	Name	Relationship	Contact Information
Witness 5.	Name	Relationship	Contact Information
Witness 6.	Name	Relationship	Contact Information
Witness 7.	Name	Relationship	Contact Information
Witness 8.	Name	Relationship	Contact Information
Witness 9.	Name	Relationship	Contact Information
Witness 10.	Name	Relationship	Contact Information

Initial: _____

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OFFICE OF DIVERSITY & EQUITY

ODE INTAKE CONFIRMATION (DO NOT FILL)

COMPLAINT DATE: ___ / ___ / ___

COMPLAINT NO.: _____

INTAKE INITIALS: _____

Complaint Acknowledgment

I, _____, understand that, regardless of any contact with the Western Connecticut State University ("WCSU") Office of Diversity and Equity ("ODE"), I also retain the right to file an external complaint of discrimination or discriminatory harassment with the Connecticut Commission on Human Rights and Opportunities ("CHRO"), United States Equal Employment Opportunity Commission ("EEOC") and/or the United States Department of Education Office of Civil Rights ("OCR"). Furthermore, I understand the relevant timeline for filing with these agencies varies from 180 days to 300 days from the date of the alleged discriminatory act/actions, and is independent of any internal complaint filed with the WCSU ODE.

I, _____, understand that, regardless of any contact with the Western Connecticut State University ("WCSU") Office of Diversity and Equity ("ODE"), I also retain the right to file a criminal complaint with (either) the WCSU Police Department, Danbury Police Department and/or the local police authority within the jurisdiction of my home residence. Furthermore, I understand the relevant timeline for filing with these police agencies varies from the date of the alleged criminal action, and is independent of any internal complaint filed with the WCSU ODE.

I, _____, understand that under state and federal law, as a Complainant, I may not be retaliated against with regards to my prospective or current employment status, for filing a discrimination complaint, participating in an investigation or opposing an unlawful discriminatory practice.

I, _____, hereby attest that the facts asserted in this complaint are true and accurate, and that I have been advised of the other avenues of appeal/redress:

Complainant Signature

Date

Upon completion, please forward this form and any attachments/evidence pertaining to your complaint to:

Office of Diversity and Equity ("ODE")
Western Connecticut State University
181 White Street
University Hall, Suite 202B
Danbury, Connecticut 06810
Phone: (203) 837-8444

If you have any additional questions or would like to schedule an appointment to submit this form, please contact a member of the Office of Diversity and Equity at (203) 837-8444.

Initial: _____

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WESTERN CONNECTICUT STATE UNIVERSITY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER



OFFICE OF DIVERSITY & EQUITY

ODE INTAKE CONFIRMATION (DO NOT FILL)

COMPLAINT DATE: ____ / ____ / ____

COMPLAINT NO.: _____

INTAKE INITIALS: _____

For any additional assistance to support you on campus, please reach the following campus office(s):

Office of Health Services
Western Connecticut State University
181 White Street
Litchfield Hall
Danbury, Connecticut 06810
Phone: (203) 837-8594

Womens Center (on campus office)
Western Connecticut State University
181 White Street
White Hall 003A
Danbury, Connecticut 06810
Phone: (203) 837-3939

Counseling Center
Western Connecticut State University
181 White Street
Midtown Student Center, Room 222
Danbury, Connecticut 06810
Phone: (203) 837-8690

Police Department
Western Connecticut State University
181 White Street
Police Headquarters, Beyond Newbury Hall
Danbury, Connecticut 06810
Phone: (203) 837-9300

Human Resource Department
Western Connecticut State University
181 White Street
Midtown Campus, University Hall, 1st Fl.
Danbury, Connecticut 06810
Phone: (203) 837-8678

Initial: _____

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WESTERN CONNECTICUT STATE UNIVERSITY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER



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: _____

Name of Complainant/Requestor: _____
(First Name) (MI) (Last Name)

If the Complainant/Requestor is an Employee/Faculty:
Department Name: _____
Office Title: _____ Office Location: _____

I, _____, voluntarily request to withdraw one or more of the identified action(s) with the university's Office of Diversity and Equity:

- EEO Inquiry – Informal Complaint/Review
- University Discrimination Complaint Form
- Request for Reasonable Accommodation for a Medical Disability
- Request for Reasonable Accommodation for Religious Observance in the Workplace
- Other: _____

Please describe/state your reason for this withdrawal:

Complainant/Requestor's Signature: _____



OFFICE OF DIVERSITY & EQUITY

WAIVER OF REPRESENTATION FORM

Note: The rights of unionized employees to have present a union representative and/or choice of representation or support person available during investigatory proceedings were announced by the U.S. Supreme Court in a 1975 case (NLRB vs. Weingarten, Inc. 420 U.S. 251, 88 LRRM 2689). These rights have become known as the *Weingarten rights*. Employees have Weingarten rights the course of an official investigation and/or scheduled investigatory proceedings. During an official investigation, university officials will arrange investigatory proceedings (i.e., interviews) to occur in order to question an employee to obtain information which could be used as a basis for discipline or asks an employee to defend his or her alleged conduct. If you do not wish to invoke these rights, or do not require any representation, then please review and sign the below form to ensure you understand your rights.

I, [INSERT NAME], have been advised that I have a right to a choice of union (or non-union) representation present during my scheduled meeting(s)/interview(s) with, Ms. Jesenia Minier, Chief Diversity Officer/ADA and Title IX Coordinator for the Western Connecticut State University ("WCSU" or "University") Office of Diversity and Equity on [INSERT MEETING DATE]. I have chosen to participate in the scheduled meeting(s)/interview(s) without an identified choice of representation availed and/or present. I, [INSERT NAME], understand however, that I may stop the scheduled meeting(s)/interview(s) at any time and request a choice of representation if I choose to do so.

I have waived this right freely and voluntarily without any threats or promises of any kind by those present for the scheduled meeting(s)/interview(s) on [INSERT MEETING DATE].

Signed: _____ Date: _____ Time: _____
(ACCUSED/RESPONDENT)

Witnessed by: _____ Date: _____ Time: _____

2nd Witnessed by: _____ Date: _____ Time: _____



OFFICE OF DIVERSITY AND EQUITY

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.



OFFICE OF DIVERSITY AND EQUITY

It is the policy of the Connecticut State Colleges and Universities (“CSCU”) 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.

CSCU 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.

CSCU 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, CSCU 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.

Western Connecticut State University (“WCSU” or “University”) 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. WCSU 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, President of the Western Connecticut State University (“WCSU” or “University”) 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



OFFICE OF DIVERSITY AND EQUITY

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, Ms. Jesenia Minier has been appointed to serve as the Chief Diversity Officer/ADA and Title IX Coordinator 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. Ms. Minier is the University’s full-time Affirmative Action Officer. To this end, the Chief Diversity Officer/ADA and Title IX Coordinator shall be concerned with equitable treatment to all in the University community. Ms. Minier is located at the Midtown Campus, University Hall, Room 202, 181 White Street, Danbury, Connecticut, 06810, and can be reached by telephone at (203) 837-8444 or by email at ode@wcsu.edu. Employees and others who wish to file a complaint of discrimination pertaining to Western Connecticut State University may do so by contacting Ms. Minier.

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.

Gender-based (sexual harassment) discrimination is covered by the University’s Sexual Misconduct Reporting, Supportive Services and Processes Policy 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.

¹ 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.



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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.

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.



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DISCRIMINATION COMPLAINT PROCEDURES

1. Reporting Discrimination and/or Retaliation

Western Connecticut State University (“WCSU” or “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 or sexual misconduct complaints should raise their concerns with the Chief Diversity Officer/ADA and Title IX Coordinator (and/or an assigned designee²).
- 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’s Sexual Misconduct Reporting, Supportive Services and Processes Policy linked at: XXXXX 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/ADA and Title IX Coordinator (and/or an assigned designee³) to discuss their concerns, with or without filing a complaint. Following the discussion, the Chief Diversity Officer/ADA and Title IX Coordinator (and/or an assigned designee⁴) 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/ADA and Title IX Coordinator (and/or an assigned

² An assigned designee is identified as the University’s Deputy Title IX Coordinator, the Chief Human Resources Officer and/or a member of the University’s Campus Response and Resource Team.

³ An assigned designee is identified as the University’s Deputy Title IX Coordinator, the Chief Human Resources Officer and/or a member of the University’s Campus Response and Resource Team.

⁴ An assigned designee is identified as the University’s Deputy Title IX Coordinator, the Chief Human Resources Officer and/or a member of the University’s Campus Response and Resource Team.



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designee⁵) may also advise the Complainant that the situation is more suitable for an alternate resolution.

3. Filing a Complaint

Following the discussion with the Chief Diversity Officer/ADA and Title IX Coordinator (and/or an assigned designee⁶), individuals who wish to pursue a complaint of discrimination and/or retaliation should be provided with a copy of the newly revised discrimination complaint form. Complaints should be made in writing whenever possible, including in cases where the Complainant is seeking an informal resolution. The Complainant will be asked to write out (in chronological order) the event(s) and/or incident(s) to describe in their own words the allegation(s) set forth in the filed complaint. During this time, the Complainant may have assistance from a representative/advocate of their choice at any time during this process.

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/ADA and Title IX Coordinator will determine if an 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/ADA and Title IX Coordinator.

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/ADA and Title IX Coordinator 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/ADA and Title IX Coordinator may commence a full investigation. If no informal resolution of a complaint is reached, the Complainant may request that the Chief Diversity Officer/ADA and Title IX Coordinator conduct a full investigation of the complaint.

⁵ An assigned designee is identified as the University's Deputy Title IX Coordinator, the Chief Human Resources Officer and/or a member of the University's Campus Response and Resource Team.

⁶ An assigned designee is identified as the University's Deputy Title IX Coordinator, the Chief Human Resources Officer and/or a member of the University's Campus Response and Resource Team.



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5. Investigation

A full investigation of the filed complaint may commence when it is warranted after a review and determination by the Chief Diversity Officer/ADA and Title IX Coordinator (and/or an assigned designee⁷) that the complaint has merit for investigation, or after informal resolution has failed. It is recommended that the intake and investigation include the following, to the extent feasible:

a) Formal intake for the Complainant

An intake designee (i.e., WCSU Deputy Title IX Coordinator) will review the information obtained from the Complainant (including the names of any possible witnesses), and explain to the Complainant (if the basis is merited) that an investigation will commence by the Chief Diversity Officer/ADA and Title IX Coordinator.

b) Formal interview(s) of the Complainant and other parties

The Chief Diversity Officer/ADA and Title IX Coordinator will schedule and conduct interview(s) needed with the Complainant, arrange the scheduled interviews with all involved parties (i.e., Complainant – as follow up, identified witnesses and the Accused/Respondent) and possibly other people will be contacted, and that the President will determine what action, if any, to take after the investigation is completed.

c) Interviewing the Accused/Respondent

The Chief Diversity Officer/ADA and Title IX Coordinator will notify and provide a written notice of the filed complaint to the Accused/Respondent unless circumstances warrant otherwise. Additionally, the Accused/Respondent is informed that an investigation will commence and that the Accused/Respondent is entitled to a choice of representation, which can be:

- A collective bargaining/union representative;
- A support person who is unaffiliated with your employer (i.e., family member, friend, counselor, etc.);
- A retained legal advisor and/or counsel; or
- An assigned WCSU representative

⁷ An assigned designee is identified as the University's Deputy Title IX Coordinator, the Chief Human Resources Officer and/or a member of the University's Campus Response and Resource Team.



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The Accused/Respondent will be provided with a list of their rights and interim support measures during the investigation for the use and discretion of the Accused/Respondent.

An Accused/Respondent employee who is covered by a collective bargaining agreement may consult with, and have, a union representative present at any time of the investigation.

The Accused/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 Accused/Respondent should be informed that if retaliatory behavior is engaged by either the Accused/Respondent or anyone acting on his/her behalf, the Accused/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 Accused/Respondent is a student.

d) Reviewing other evidence

The Chief Diversity Officer/ADA and Title IX Coordinator should determine if, in addition to the Complainant, the accused/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/ADA and Title IX Coordinator 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/ADA and Title IX Coordinator (and/or an assigned designee⁸). 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 Accused/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.

⁸ An assigned designee is identified as the University's Deputy Title IX Coordinator, the Chief Human Resources Officer and/or a member of the University's Campus Response and Resource Team.



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7. Timeframe

While some complaints may require extensive investigation, whenever possible, the investigation of a complaint should be completed within a ninety (90) calendar days of the receipt of the complaint unless there are mitigating circumstances where more time is needed. In the event of a Title IX Complaint, please review the timeframe per the *Title IX investigation procedures* as timeframe varies in these circumstances.

8. Action Following Investigation of a Complaint

- a) Promptly following the completion of the investigation, the Chief Diversity Officer/ADA and Title IX Coordinator will report and document the investigation findings in an investigative report to the President. In the event that the Accused/Respondent or Complainant are student(s), the Chief Diversity Officer/ADA and Title IX Coordinator will also report the investigative 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 deem 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 Accused/Respondent under applicable university by-laws and/or collective bargaining agreements.
- c) The Complainant and the Accused/Respondent should be apprised in writing of the outcome and action, if any, taken as a result of the filed complaint.
- d) The President will sign the investigative report that will go into an investigation file, stating what, if any, action will be taken pursuant to the investigation.
- e) If the President is the Accused/Respondent, the CSCU System Office will appoint an Investigator who will report the investigation 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.



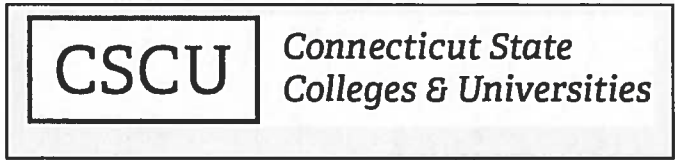
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10. False and Malicious Accusations

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.



**Title IX Grievance Procedures
for Addressing Formal Complaints of Sexual Harassment and/or Sexual Misconduct
August 14, 2020**

1. Introduction

What is the purpose of the Title IX Grievance Procedures?

Title IX of the Educational Amendments of 1972 prohibits any person in the United States from being discriminated against on the basis of sex in seeking access to any educational program or activity receiving federal financial assistance. The U.S. Department of Education, which enforces Title IX, has long defined the meaning of Title IX's prohibition on sex discrimination broadly to include various forms of sexual harassment and sexual violence that interfere with a student's ability to equally access our educational programs and opportunities.

On May 19, 2020, the U.S. Department of Education issued a Final Rule under Title IX of the Education Amendments of 1972 that:

- Defines the meaning of "sexual harassment" (including forms of sex-based violence)
- Addresses how this institution **must** respond to reports of misconduct falling within that definition of sexual harassment, and
- Mandates a grievance process that this institution **must** follow to comply with the law in these specific covered cases before issuing a disciplinary sanction against a person accused of sexual harassment.

See, 85 Fed. Reg. 30026 (May 19, 2020). The full text of the Final Rule and its extensive Preamble are available here: <http://bit.ly/TitleIXReg>

Based on the Final Rule, the Connecticut State Colleges and Universities ("CSCU") will implement the following Title IX Grievance Procedures (referenced herein as "policy" or "grievance procedure"), effective August 14, 2020.

How does the Title IX Grievance Procedures impact other campus disciplinary policies?

In recent years, "Title IX" cases have become a short-hand for any campus disciplinary process involving sex discrimination, including those arising from sexual harassment and sexual assault. But under the Final Rule, CSCU must narrow both the geographic scope of its authority to act under Title IX and the types of "sexual harassment" that it must subject to its Title IX investigation

and adjudication process. **Only** incidents falling within the Final Rule’s definition of sexual harassment will be investigated and, if appropriate, brought to a live hearing through the Title IX Grievance Procedures defined below.

CSCU and Western Connecticut State University (“WCSU” or “University”) remains committed to addressing any violations of its policies, even those not meeting the narrow standards defined under the Title IX Final Rule.

Specifically, our institutions have a

- **Student Code of Conduct** (“Code of Conduct”) that defines certain behavior as a violation of campus policy, and a
- **Sexual Misconduct Reporting, Supportive Measures and Processes Policy** (“Sexual Misconduct Policy”) that addresses the types of sex-based offenses constituting a violation of campus policy, and the procedures for investigating and adjudicating those sex-based offenses.

To the extent that alleged misconduct falls outside the Title IX Grievance Procedures, or misconduct falling outside the Title IX Grievance Procedures is discovered in the course of investigating covered Title IX misconduct, the institution retains authority to investigate and adjudicate the allegations under the policies and procedures defined within the Code of Conduct and Sexual Misconduct Policy through a separate grievance proceeding:

<https://www.ct.edu/files/policies/5.2%20Sexual%20misconduct%20reporting%20support%20and%20processes.pdf> (need link to latest)

The elements established in the Title IX Grievance Procedures under the Final Rule have no effect and are not transferable to any other policy of the College for any violation of the Code of Conduct, employment policies, or any civil rights violation except as narrowly defined in this Procedure. This Grievance Procedure does not set a precedent for other policies or processes of the College and may not be cited for or against any right or aspect of any other or process.

How does the Title IX Grievance Procedures impact the handling of complaints?

Our existing Title IX office and reporting structure remains in place. What has changed is the way our Title IX office will handle different types of reports arising from sexual misconduct, as detailed in full throughout Section 2.

2. The Title IX Grievance Procedures

Table of Contents (with page numbers as they appear in your final, adopted policy)

General Rules of Application

Effective Date

This Title IX Grievance Procedures will become effective on August 14, 2020, and will only apply to formal complaints of sexual harassment brought on or after August 14, 2020. Complaints brought prior to August 14, 2020 will be investigated and adjudicated according to the Title IX Grievance Procedures if a case is not complete by that date.

Revocation by Operation of Law

Should any portion of the Title IX Final Rule, 85 Fed. Reg. 30026 (May 19, 2020), be stayed or held invalid by a court of law, or should the Title IX Final Rule be withdrawn or modified to not require the elements of this grievance procedures or the invalidated elements of Title IX policy, will be deemed revoked as of the publication date of the opinion or order and for all reports after that date, as well as any elements of the process that occur after that date if a case is not complete by that date of opinion or order publication. Should the Title IX Grievance Procedures be revoked in this manner, any conduct covered under the Title IX Grievance Procedures shall be investigated and adjudicated under the existing Code of Conduct/ Sexual Misconduct Policy.

Non-Discrimination in Application

The requirements and protections of this policy apply equally regardless of sex, sexual orientation, gender identity, gender expression, or other protected classes covered by federal or state law. All requirements and protections are equitably provided to individuals regardless of such status or status as a Complainant, Respondent, or Witness. Individuals who wish to file a complaint about the institution's policy or process may contact the Department of Education's Office for Civil Rights using contact information available at <https://ocrcas.ed.gov/contact-ocr>.

Definitions

Covered Sexual Harassment

For the purposes of this Title IX Grievance Procedures, "covered sexual harassment" includes any conduct on the basis of sex that satisfies one or more of the following:

1. An employee conditioning educational benefits on participation in unwelcome sexual conduct (i.e., quid pro quo);
2. Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the educational institution's education program or activity;
3. Sexual assault (as defined in the Clery Act), which includes any sexual act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent;
4. Dating violence (as defined in the Violence Against Women Act (VAWA) amendments to the Clery Act), which includes any violence committed by a person: (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship; (ii) The type of relationship; (iii) The frequency of interaction between the persons involved in the relationship.
5. Domestic violence (as defined in the VAWA amendments to the Clery Act), which includes any felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under Connecticut domestic or family violence laws or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of Connecticut.
6. Stalking (as defined in the VAWA amendments to the Clery Act), meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to-- (A) fear for their safety or the safety of others; or (B) suffer substantial emotional distress.

Note that conduct that does not meet one or more of these criteria may still be prohibited under the Sexual Misconduct Policy.

Consent

For the purposes of this Title IX Grievance Procedures, "consent" refers to "affirmative consent". Affirmative consent means an active, clear and voluntary agreement by a person to engage in sexual activity with another person.

Education Program or Activity

For the purposes of this Title IX Grievance Procedures, Western Connecticut State University ("WCSU" or "University") "education program or activity" includes:

- Any on-campus premises

- Any off-campus premises that the Western Connecticut State University (“WCSU” or “University”) has substantial control over. This includes buildings or property owned or controlled by a recognized student organization.
- Activity occurring within computer and internet networks, digital platforms, and computer hardware or software owned or operated by, or used in the operations of the Western Connecticut State University (“WCSU” or “University”) programs and activities over which the Western Connecticut State University (“WCSU” or “University”) has substantial control.

Formal Complaint

For the purposes of this Title IX Grievance Procedures, “formal complaint” means a document – including an electronic submission - filed by a complainant with a signature or other indication that the complainant is the person filing the formal complaint, or signed by the Title IX Coordinator, alleging sexual harassment against a respondent about conduct within Western Connecticut State University (“WCSU” or “University”) education program or activity and requesting initiation of the procedures consistent with the Title IX Grievance Procedures to investigate the allegation of sexual harassment.

Complainant

For the purposes of this Title IX Grievance Procedures, Complainant means any individual who has reported being or is alleged to be the victim of conduct that could constitute covered sexual harassment as defined under this policy.

Relevant evidence and questions

“Relevant” evidence and questions refer to any questions and evidence that tends to make an allegation of sexual harassment more or less likely to be true.

“Relevant” evidence and questions do not include the following types of evidence and questions, which are deemed “irrelevant” at all stages of the Title IX Grievance Process:

- Evidence and questions about the complainant’s sexual predisposition or prior sexual behavior unless:
 - They are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or
 - They concern specific incidents of the complainant’s prior sexual behavior with respect to the respondent and are offered to prove consent. 34 C.F.R. § 106.45(6)(i).

- Evidence and questions that constitute, or seek disclosure of, information protected under a legally-recognized privilege.
- Any party's medical, psychological, and similar records unless the party has given voluntary, written consent. 85 Fed. Reg. 30026, 30294 (May 19, 2020).

Respondent

For the purposes of this Title IX Grievance Procedures, Respondent means any individual who has been reported to be the perpetrator of conduct that could constitute covered sexual harassment as defined under this policy.

School Calendar Days

For the purposes of this Title IX Grievance Procedures, "school calendar days" means the weekdays (Mondays through Fridays) when Western Connecticut State University ("WCSU" or "University") when classes are in session.

Privacy vs. Confidentiality

Consistent with the Sexual Misconduct Policy, references made to *confidentiality* refer to the ability of identified confidential resources to not report crimes and violations to law enforcement or college officials without permission, except for extreme circumstances, such as a health and/or safety emergency or child abuse. References made to *privacy* mean Western Connecticut State University ("WCSU" or "University") offices and employees who cannot guarantee confidentiality but will maintain privacy to the greatest extent possible, and information disclosed will be relayed only as necessary to investigate and/or seek a resolution and to notify the Title IX Coordinator or designee, who is responsible for tracking patterns and spotting systemic issues. Western Connecticut State University ("WCSU" or "University") will limit the disclosure as much as practicable, even if the Title IX Coordinator determines that the request for confidentiality cannot be honored.

Disability Accommodations

This Grievance Procedure does not alter any institutional obligations under federal disability laws including the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Parties may request reasonable accommodations for disclosed disabilities to the Title IX Coordinator at any point before or during the Title IX Grievance Process that do not fundamentally

alter the Process. The Title IX Coordinator will not affirmatively provide disability accommodations that have not been specifically requested by the Parties, even where the Parties may be receiving accommodations in other institutional programs and activities.

Making a Report Regarding Covered Sexual Harassment to the Institution

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

Contact Information for the Title IX Coordinator:

Name: Jesenia Minier-Delgado
Title: Chief Diversity Officer/ADA and Title IX Coordinator
Office Address: Office of Diversity and Equity
University Hall, Midtown Campus, Room 202
Email Address: ode@wcsu.edu
Telephone Number: (203) 837-8444

Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.

Confidential Reporting

The following Officials will provide privacy, but not confidentiality, upon receiving a disclosure and/or report of conduct prohibited under this policy:

- Jesenia Minier-Delgado, Chief Diversity Officer/Title IX Coordinator, Office of Diversity and Equity (or an assigned designee)
- Fred Cratty, Chief Human Resource Officer, Human Resources Department
- Members of the WCSU CaRRT (Campus Response and Resource Team) whom do not hold statutory privilege to confidentiality
- Members of the WCSU Police Department
- Members of the Division of Student Affairs who do not hold statutory privilege to confidentiality

- Faculty/adjunct faculty who have direct access to students
- Student Officers and/or representative(s) who have direct leadership in student associations

The following Officials may provide confidentiality:

For the Universities, entities with statutory privilege, which include campus-based counseling center, health center and pastoral counseling staff members whose official responsibilities include providing mental health counseling to members of the University community as well as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center.

For the Colleges, confidential resources are limited to entities with statutory privilege, such as off campus counseling, on campus counseling where available, and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center.

- Licensed Clinicians for the WCSU Office for Counseling Services
- Licensed Clinicians for the WCSU Office of Health Services
- Clergy members of the WCSU Office of Pastoral Services
- Advocate members of the Women’s Center for Greater Danbury

Non-Investigatory Measures Available Under the Title IX Grievance Procedures

Supportive Measures

Complainants (as defined above), who report allegations that could constitute covered sexual harassment under this policy, have the right to receive supportive measures from Western Connecticut State University (“WCSU” or “University”) regardless of whether they desire to file a complaint.

As appropriate, supportive measures may include, but not be limited to:

- Counseling
- extensions of deadlines or other course-related adjustments
- modifications of work or class schedules
- campus escort services
- restrictions on contact between the parties (no contact orders)
- changes in work or housing locations
- leaves of absence
- increased security and monitoring of certain areas of the campus

Supportive measures are non-disciplinary and non-punitive.

Emergency Removal

Western Connecticut State University (“WCSU” or “University”) retains the authority to remove a respondent from the university program or activity on an emergency basis, where WCSU (1) undertakes an individualized safety and risk analysis and (2) determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of covered sexual harassment justifies a removal.

If Western Connecticut State University (“WCSU” or “University”) determines such removal is necessary, the respondent will be provided notice and an opportunity pursuant to the Code of Conduct to challenge the decision immediately following the removal.

Administrative Leave

Western Connecticut State University (“WCSU” or “University”) retains the authority to place a non-student employee respondent on administrative leave during the Title IX Grievance Process, consistent with collective bargaining agreements and human resource policies.

The Title IX Grievance Process

Filing a Formal Complaint

The timeframe for the Title IX Grievance Process begins with the filing of a Formal Complaint. The Grievance Process will be concluded within a reasonably prompt manner, and no longer than ninety (90) school calendar days after the filing of the Formal Complaint, provided that the Process may be extended for a good reason, including but not limited to the absence of a party, a party’s advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities. The procedure for applying for extensions is described below.

To file a Formal Complaint, a complainant must provide the Title IX Coordinator a written, signed complaint describing the facts alleged. Complainants are only able to file a Formal Complaint under this Grievance Procedure if they are currently participating in, or attempting to participate in, the education programs or activities of Western Connecticut State University (“WCSU” or “University”), including as an employee. For complainants who do not meet this criteria, the College will utilize existing policy in the Code of Conduct <https://www.ct.edu/files/policies/5.1%20StudentCodeofConduct.pdf> and/or Sexual Misconduct Policy <https://www.ct.edu/files/policies/5.2%20Sexual%20misconduct%20reporting%20support%20and%20processes.pdf>.

If a complainant does not wish to make a Formal Complaint, the Title IX Coordinator may determine a Formal Complaint is necessary. Western Connecticut State University (“WCSU” or “University”) will inform the complainant of this decision in writing, and the complainant need not participate in the process further but will receive all notices issued under this Grievance Procedure.

Nothing in the Title IX Grievance Policy or Code of Conduct prevents a complainant from seeking the assistance of state or local law enforcement alongside the appropriate on-campus process.

Informal Resolution

A complainant who files a Formal Complaint may elect, at any time, to address the matter through the Institution’s Informal Resolution Process. All Parties to a Formal Complaint must agree to enter the Informal Resolution Process through an informed written consent.

Information about this Process is available here: *[LINK]*

Multi-Party Situations

The institution may consolidate Formal Complaints alleging covered sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of covered sexual harassment arise out of the same facts or circumstances.

Determining Jurisdiction

The Title IX Coordinator will determine if the instant Title IX Grievance Process should apply to a Formal Complaint. The Process will apply when all of the following elements are met, in the reasonable determination of the Title IX Coordinator:

1. The conduct is alleged to have occurred on or after August 14, 2020;
2. The conduct is alleged to have occurred in the United States;
3. The conduct is alleged to have occurred in WCSU education program or activity;
and
4. The alleged conduct, if true, would constitute covered sexual harassment as defined in this policy.

If all of the elements are met, Western Connecticut State University (“WCSU” or “University”) will investigate the allegations according to the Grievance Process.

Allegations Potentially Falling Under Two Policies:

If the alleged conduct, if true, includes conduct that would constitute covered sexual harassment and conduct that would not constitute covered sexual harassment, the Title IX Grievance Process will be applied to investigation and adjudication of only the allegations that constitute covered sexual harassment.

Mandatory Dismissal

If any one of these elements are not met, the Title IX Coordinator will notify the parties that the Formal Complaint is being dismissed for the purposes of the Title IX Grievance Procedures. Each party may appeal this dismissal using the procedure outlined in “Appeals,” below.

Discretionary Dismissal

The Title IX Coordinator may dismiss a Formal Complaint brought under the Title IX Grievance Procedures, or any specific allegations raised within that Formal Complaint, at any time during the investigation or hearing, if:

- A complainant notifies the Title IX Coordinator in writing that they would like to withdraw the Formal Complaint or any allegations raised in the Formal Complaint;
- The respondent is no longer enrolled or employed by {the institution}; or,
- If specific circumstances prevent {the institution} from gathering evidence sufficient to reach a determination regarding the Formal Complaint or allegations within the Formal Complaint.

Any party may appeal a dismissal determination using the process set forth in “Appeals,” below.

Notice of Dismissal

Upon reaching a decision that the Formal Complaint will be dismissed, the institution will promptly send written notice of the dismissal of the Formal Complaint or any specific allegation within the Formal Complaint, and the reason for the dismissal, simultaneously to the parties through their institutional email accounts. It is the responsibility of parties to maintain and regularly check their email accounts.

Notice of Removal

Upon dismissal for the purposes of Title IX, Western Connecticut State University (“WCSU” or “University”) retains discretion to utilize the Code of Conduct and/or the Sexual Misconduct Policy to determine if a violation of the Code of Conduct and/or the Sexual Misconduct Policy}

has occurred. If so, Western Connecticut State University (“WCSU” or “University”) will promptly send written notice of the dismissal of the Formal Complaint under the Title IX Grievance Process and removal of the allegations to the conduct process.

Notice of Allegations

The Title IX Coordinator will draft and provide the Notice of Allegations to any party to the allegations of sexual harassment. Such notice will occur as soon as practicable, after the institution receives a Formal Complaint of the allegations, if there are no extenuating circumstances.

The parties will be notified by their institutional email accounts if they are a student or employee, and by other reasonable means if they are neither.

The institution will provide sufficient time for the parties to review the Notice of Allegations and prepare a response before any initial interview.

The Title IX Coordinator may determine that the Formal Complaint must be dismissed on the mandatory grounds identified above, and will issue a Notice of Dismissal. If such a determination is made, any party to the allegations of sexual harassment identified in the Formal Complaint will receive the Notice of Dismissal in conjunction with, or in separate correspondence after, the Notice of Allegations.

Contents of Notice

The Notice of Allegations will include the following:

- Notice of the institution’s Title IX Grievance Process and a hyperlink to a copy of the process.
- Notice of the allegations potentially constituting covered sexual harassment, and sufficient details known at the time the Notice is issued, such as the identities of the parties involved in the incident, if known, including the complainant; the conduct allegedly constituting covered sexual harassment; and the date and location of the alleged incident, if known.
- A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process.
- A statement that the parties may have an advisor of their choice, who may be, but is not required to be, an attorney, as required under 34 C.F.R. § 106.45(b)(5)(iv);
- A statement that before the conclusion of the investigation, the parties may inspect and review evidence obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint, including the evidence upon which the

institution does not intend to rely in reaching a determination regarding responsibility, and evidence that both tends to prove or disprove the allegations, whether obtained from a party or other source, as required under 34 C.F.R. § 106.45(b)(5)(vi);

- A statement that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

Ongoing Notice

If, in the course of an investigation, the institution decides to investigate allegations about the complainant or respondent that are not included in the Notice of Allegations and are otherwise covered "sexual harassment" falling within the Title IX Grievance Procedures, the institution will notify the parties whose identities are known of the additional allegations by their institutional email accounts or other reasonable means.

The parties will be provided sufficient time to review the additional allegations to prepare a response before any initial interview regarding those additional charges.

Advisor of Choice and Participation of Advisor of Choice

Western Connecticut State University ("WCSU" or "University") will provide the parties equal access to advisors and support persons; any restrictions on advisor participation will be applied equally.

WCSU has a long-standing practice of requiring students to participate in the process directly and not through an advocate or representative. Students participating as Complainant or Respondent in this process may be accompanied by an Advisor of Choice to any meeting or hearing to which they are required or are eligible to attend. The Advisor of Choice is not an advocate. Except where explicitly stated by this Policy, as consistent with the Final Rule, Advisors of Choice shall not participate directly in the process as per standard policy and practice of the university.

Western Connecticut State University ("WCSU" or "University") will not intentionally schedule meetings or hearings on dates where the Advisors of Choice for all parties are not available, provided that the Advisors act reasonably in providing available dates and work collegially to find dates and times that meet all schedules.

WCSU obligations to investigate and adjudicate in a prompt timeframe under Title IX and other college policies apply to matters governed under this Grievance Procedure, and WCSU cannot agree to extensive delays solely to accommodate the schedule of an Advisor of Choice. The determination of what is reasonable shall be made by the Title IX Coordinator or designee. WCSU will not be obligated to delay a meeting or hearing under this process more than five (5) school

calendar days due to the unavailability of an Advisor of Choice, and may offer the party the opportunity to obtain a different Advisor of Choice or utilize one provided by the university.

Notice of Meetings and Interviews

Western Connecticut State University (“WCSU” or “University”) will provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings with a party, with sufficient time for the party to prepare to participate.

Delays

Each party may request a one-time delay in the Grievance Process of up to five (5) school calendar days for good cause (granted or denied in the sole judgment of the Title IX Coordinator, Director of Student Conduct, or designee) provided that the requestor provides reasonable notice and the delay does not overly inconvenience other parties.

For example, a request to take a five day pause made an hour before a hearing for which multiple parties and their advisors have traveled to and prepared for shall generally not be granted, while a request for a five day pause in the middle of investigation interviews to allow a party to obtain certain documentary evidence shall generally be granted.

The Title IX Coordinator or designee shall have sole judgment to grant further pauses in the Process.

Investigation

General Rules of Investigations

An investigator designated by the Title IX Coordinator will perform an investigation under a reasonably prompt timeframe of the conduct alleged to constitute covered sexual harassment after issuing the Notice of Allegations.

Western Connecticut State University (“WCSU” or “University”) and not the parties, has the burden of proof and the burden of gathering evidence (i.e. the responsibility of showing a violation of Title IX has occurred). This burden does not rest with either party, and either party may decide not to share their account of what occurred or may decide not to participate in an investigation or hearing. This does not shift the burden of proof away from the university and does not indicate responsibility.

Western Connecticut State University (“WCSU” or “University”) cannot access, consider, or disclose medical records without a waiver from the party (or parent, if applicable) to whom the records belong or of whom the records include information. WCSU will provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence, (i.e. evidence that tends to prove and disprove the allegations) as described below.

Inspection and Review of Evidence

Prior to the completion of the investigation, the parties will have an equal opportunity to inspect and review the evidence obtained through the investigation. The purpose of the inspection and review process is to allow each party the equal opportunity to meaningfully respond to the evidence prior to conclusion of the investigation.

Evidence that will be available for inspection and review by the parties will be any evidence that is directly related to the allegations raised in the Formal Complaint. It will include any:

1. Evidence that is relevant, even if that evidence does not end up being relied upon by the institution in making a determination regarding responsibility;
2. inculpatory or exculpatory evidence (i.e. evidence that tends to prove or disprove the allegations) that is directly related to the allegations, whether obtained from a party or other source.

All parties must submit any evidence they would like the investigator to consider prior to when the parties’ time to inspect and review evidence begins.

The institution will send the evidence made available for each party and each party’s advisor, if any, to inspect and review through an electronic format or a hard copy. The Institution is not under an obligation to use any specific process or technology to provide the evidence and shall have the sole discretion in terms of determining format and any restrictions or limitations on access.

The parties will have ten (10) school calendar days to inspect and review the evidence and submit a written response by email to the investigator. The investigator will consider the parties’ written responses before completing the Investigative Report.

REQUESTS TO EXTEND INSPECTION AND REVIEW

The institution may provide the parties five (5) school calendar days after the initial inspection and review of evidence, and before the investigator completes their Investigative Report, to provide additional evidence in response to their inspection and review of the evidence, and then provide

the parties five (5) school calendar days to inspect, review, and respond to the party's additional evidence through a written response to the investigator. Those written responses may be disclosed to the parties.

Any evidence subject to inspection and review will be available at any hearing, including for purposes of cross-examination.

The parties and their advisors agree not to photograph or otherwise copy the evidence and must sign an agreement not to disseminate any of the evidence subject to inspection and review or use such evidence for any purpose unrelated to the Title IX grievance process.

Inclusion of Evidence Not Directly Related to the Allegations:

Evidence obtained in the investigation that is determined in the reasoned judgment of the investigator not to be directly related to the allegations in the Formal Complaint will not be disclosed, or may be appropriately redacted before the parties' inspection to avoid disclosure of personally identifiable information of a student. Any evidence obtained in the investigation that is kept from disclosure or appropriately redacted will be documented in a "privilege log" that may be reviewed by the parties and their advisors, if any.

Investigative Report

The investigator designated by the Title IX Coordinator will create an Investigative Report that fairly summarizes relevant evidence, and will provide that Report to the parties at least ten (10) school calendar days prior the hearing in an electronic format or a hard copy for each party's review and written response.

The Investigative Report is not intended to catalog all evidence obtained by the investigator, but only to provide a fair summary of that evidence.

Only relevant evidence (including both inculpatory and exculpatory – i.e. tending to prove and disprove the allegations - relevant evidence) will be referenced in the Investigative Report.

The investigator may redact irrelevant information from the Investigative Report when that information is contained in documents or evidence that is/are otherwise relevant.

Hearing(s)

General Rules of Hearings

Western Connecticut State University (“WCSU” or “University”) will not issue a disciplinary sanction arising from an allegation of covered sexual harassment without holding a live hearing unless otherwise resolved through an informal resolution process.

The live hearing may be conducted with all parties physically present in the same geographic location, or, at college/university discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually through remote video conferencing. This technology will enable participants simultaneously to see and hear each other. At its discretion, WCSU may delay or adjourn a hearing based on technological errors not within a party’s control.

All proceedings will be recorded through either an audio recording, audiovisual recording or transcript. That recording or transcript will be made available to the parties for inspection and review.

Prior to obtaining access to any evidence, the parties and their advisors must sign an agreement not to disseminate any of the testimony heard or evidence obtained in the hearing or use such testimony or evidence for any purpose unrelated to the Title IX Grievance Process. Once signed, this Agreement may not be withdrawn.

Continuances or Granting Extensions

Western Connecticut State University (“WCSU” or “University”) may determine that multiple sessions or a continuance (i.e. a pause on the continuation of the hearing until a later date or time) is needed to complete a hearing. If so, WCSU will notify all participants and endeavor to accommodate all participants’ schedules and complete the hearing as promptly as practicable.

Newly-discovered Evidence

As a general rule, no new evidence or witnesses may be submitted during the live hearing.

If a party identifies new evidence or witnesses that were not reasonably available prior to the live hearing and could affect the outcome of the matter, the party may request that such evidence or witnesses be considered at the live hearing.

The Hearing Official/Panel will consider this request and make a determination regarding (1) whether such evidence or witness testimony was actually unavailable by reasonable effort prior to the hearing, and (2) whether such evidence or witness testimony could affect the outcome of the matter. The party offering the newly-discovered evidence or witness has the burden of establishing these questions by the preponderance of the evidence.

If the Hearing Official/Panel answers in the affirmative to both questions, then the parties will be granted a reasonable pause in the hearing to review the evidence or prepare for questioning of the witness.

Participants in the live hearing

Live hearings are not public, and the only individuals permitted to participate in the hearing are as follows:

Complainant and Respondent (The Parties)

- The parties cannot waive the right to a live hearing.
- The institution may still proceed with the live hearing in the absence of a party, and may reach a determination of responsibility in their absence, including through any evidence gathered that does not constitute a “statement” by that party.
 - For example, a verbal or written statement constituting part or all of the sexual harassment itself is not a “prior statement” that must be excluded if the maker of the statement does not submit to cross-examination about that statement. In other words, a prior statement would not include a document, audio recording, audiovisual reading, and digital media, including but not limited to text messages, emails, and social media postings, that constitute the conduct alleged to have been the act of sexual harassment under the formal complaint.
- Western Connecticut State University (“WCSU” or “University”) will not threaten, coerce, intimidate or discriminate against the party in an attempt to secure the party’s participation.
- If a party does not submit to cross-examination, the hearing body cannot rely on any prior statements made by that party in reaching a determination regarding responsibility, but may reach a determination regarding responsibility based on evidence that does not constitute a “statement” by that party.
- The hearing body cannot draw an inference about the determination regarding responsibility based solely on a party’s absence from the live hearing or refusal to answer cross examination or other questions.

The Hearing Body

- The hearing body will consist of [a single decision-maker; a panel of [INSERT NUMBER] decision-makers].
- No member of the hearing body will also have served as the Title IX Coordinator, Title IX investigator, or advisor to any party in the case, nor may any member of the hearing body serve on the appeals body in the case.
- No member of the hearing body will have a conflict of interest or bias in favor of or against complainants or respondents generally, or in favor or against the parties to the particular case.
- The hearing body will be trained on topics including how to serve impartially, issues of relevance, including how to apply the rape shield protections provided for complainants, and any technology to be used at the hearing.
- The parties will have an opportunity to raise any objections regarding a decision-maker's actual or perceived conflicts of interest or bias at the commencement of the live hearing.

Advisor of choice

- The parties have the right to select an advisor of their choice, who may be, but does not have to be, an attorney.
- The advisor of choice may accompany the parties to any meeting or hearing they are permitted to attend, but may not speak for the party, except for the purpose of cross-examination.
- The parties are not permitted to conduct cross-examination; it must be conducted by the advisor. As a result, if a party does not select an advisor, the institution will select an advisor to serve in this role for the limited purpose of conducting the cross-examination at no fee or charge to the party.
- The advisor is not prohibited from having a conflict of interest or bias in favor of or against complainants or respondents generally, or in favor or against the parties to the particular case.
- The advisor is not prohibited from being a witness in the matter.
- If a party does not attend the live hearing, the party's advisor may appear and conduct cross-examination on their behalf.
- If neither a party nor their advisor appear at the hearing, Western Connecticut State University ("WCSU" or "University") will provide an advisor to appear on behalf of the non-appearing party.

Witnesses

- Witnesses cannot be compelled to participate in the live hearing, and have the right not to participate in the hearing free from retaliation
- If a witness does not submit to cross-examination, as described below, the hearing body cannot rely on any statements made by that witness in reaching a determination regarding responsibility, including any statement relayed by the absent witness to a witness or party who testifies at the live hearing. 85 Fed. Reg. 30026, 30347 (May 19, 2020).

Hearing Procedures

For all live hearings conducted under this Title IX Grievance Process, the procedure will be as follows:

- The hearing body will open and establish rules and expectations for the hearing;
- The Parties will each be given the opportunity to provide opening statements;
- The hearing body will ask questions of the Parties and Witnesses;
- Parties will be given the opportunity for live cross-examination after the hearing body conducts its initial round of questioning; During the Parties' cross-examination, the hearing body will have the authority to pause cross-examination at any time for the purposes of asking the hearing body's own follow up questions; and any time necessary in order to enforce the established rules of decorum.
- Should a Party or the Party's Advisor choose not to cross-examine a Party or Witness, the Party shall affirmatively waive cross-examination through a written or oral statement to the hearing body. A Party's waiver of cross-examination does not eliminate the ability of the hearing body to use statements made by the Party.

Live Cross-Examination Procedure

Each party's advisor will conduct live cross-examination of the other party or parties and witnesses. During this live-cross examination the advisor will ask the other party or parties and witnesses relevant questions and follow-up questions, including those challenging credibility directly, orally, and in real time.

Before any cross-examination question is answered, the hearing body will determine if the question is relevant. See Relevance Procedures. Cross-examination questions that are duplicative of those already asked, including by the hearing body may be deemed irrelevant if they have been asked and answered.

Review of Transcript/Recording

Either the recording or transcript of the hearing will be available for review by the parties unless there are any extenuating circumstances. The record/transcript of the hearing will not be provided to parties or advisors of choice.

Determination Regarding Responsibility

Standard of Proof

Western Connecticut State University (“WCSU” or “University”) uses the preponderance of the evidence standard for investigations and determinations regarding responsibility of formal complaints covered under this Grievance Procedure. This means that the investigation and hearing determines whether it is more likely than not that a violation of the Grievance Procedure occurred.

General Considerations for Evaluating Testimony and Evidence

While the opportunity for cross-examination is required in all Title IX hearings, determinations regarding responsibility may be based in part, or entirely, on documentary, audiovisual, and digital evidence, as warranted in the reasoned judgment of the Hearing Body.

The hearing body shall not draw inferences regarding a party or witness’ credibility based on the party or witness’ status as a complainant, respondent, or witness, nor shall it base its judgments in stereotypes about how a party or witness would or should act under the circumstances.

Generally, credibility judgments should rest on the demeanor of the party or witness, the plausibility of their testimony, the consistency of their testimony, and its reliability in light of corroborating or conflicting testimony or evidence.

Still, credibility judgments should not rest on whether a party or witness’ testimony is non-linear or incomplete, or if the party or witness is displaying stress or anxiety.

Decision makers will afford the highest weight relative to other testimony to first-hand testimony by parties and witnesses regarding their own memory of specific facts that occurred. Both inculpatory and exculpatory (i.e. tending to prove and disprove the allegations) evidence will be weighed in equal fashion.

Except where specifically barred by the Title IX Final Rule, a witness’ testimony regarding third-party knowledge of the facts at issue will be allowed, but will generally be accorded lower weight than testimony regarding direct knowledge of specific facts that occurred.

The Final Rule requires that the hearing body allow parties to call “expert witnesses” for direct and cross examination. Western Connecticut State University (“WCSU” or “University”) does not provide for expert witnesses in other proceedings. While the expert witness will be allowed to testify and be crossed as required by the Final Rule, the decision-maker will be instructed to afford lower weight to non-factual testimony of the expert relative to fact witnesses, and any expert testimony that is not directed to the specific facts that occurred in the case will be afforded lower weight relative to fact witnesses, regardless of whether the expert witness testimony is the subject of cross examination and regardless of whether all parties present experts as witnesses.

The Final Rule requires that Western Connecticut State University (“WCSU” or “University”) allow parties to call character witnesses to testify. WCSU does not provide for character witnesses in other proceedings. While the character witnesses will be allowed to testify and be crossed as required by the Final Rule, the decision-maker will be instructed to afford very low weight to any non-factual character testimony of any witness.

The Final Rule requires that WCSU admit and allow testimony regarding polygraph tests (“lie detector tests”) and other procedures that are outside of standard use in academic and non-academic conduct processes. While the processes and testimony about them will be allowed to testify and be crossed as required by the Final Rule, the decision-maker will be instructed to afford lower weight to such processes relative to the testimony of fact witnesses.

Where a party or witness’ conduct or statements demonstrate that the party or witness is engaging in retaliatory conduct, including but not limited to witness tampering and intimidation, the hearing body may draw an adverse inference as to that party or witness’ credibility.

Components of the Determination Regarding Responsibility

The written Determination Regarding Responsibility will be issued simultaneously to all parties through their institution email account, or other reasonable means as necessary. The Determination will include:

1. Identification of the allegations potentially constituting covered sexual harassment;
2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding which section of policy, if any, the respondent has or has not violated.
5. For each allegation:
 - a. A statement of, and rationale for, a determination regarding responsibility;
 - b. A statement of, and rationale for, any disciplinary sanctions the recipient imposes on the respondent; and
 - c. A statement of, and rationale for, whether remedies designed to restore or preserve equal access to the recipient’s education program or activity will be provided by the recipient to the complainant; and
6. The recipient’s procedures and the permitted reasons for the complainant and respondent to appeal (described below in “Appeal”).

Timeline of Determination Regarding Responsibility

If there are no extenuating circumstances, the determination regarding responsibility will be issued by Western Connecticut State University (“WCSU” or “University”) within ten (10) school calendar days of the completion of the hearing.

Finality

The determination regarding responsibility becomes final either on the date that the institution provides the parties with the written determination of the result of the appeal, if an appeal is filed consistent with the procedures and timeline outlined in “Appeals” below, or if an appeal is not filed, the date on which the opportunity to appeal expires.

Appeals

Each party may appeal (1) the dismissal of a formal complaint or any included allegations and/or (2) a determination regarding responsibility. To appeal, a party must submit their written appeal within five (5) school calendar days of being notified of the decision, indicating the grounds for the appeal.

The limited grounds for appeal available are as follows:

- Procedural irregularity that affected the outcome of the matter (i.e. a failure to follow the institution’s own procedures);
- New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
- The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against an individual party, or for or against complainants or respondents in general, that affected the outcome of the matter;
- The severity of sanctions.

The submission of appeal stays any sanctions for the pendency of an appeal. Supportive measures and remote learning opportunities remain available during the pendency of the appeal.

If a party appeals, the institution will as soon as practicable notify the other party in writing of the appeal, however the time for appeal shall be offered equitably to all parties and shall not be extended for any party solely because the other party filed an appeal.

Appeals should be submitted in electronic form using ARIAL or TIMES NEW ROMAN, 12 point font, and single-spaced. Appeals should use footnotes, not endnotes. Appeals that do not meet these standards may be returned to the party for correction, but the time for appeal will not be extended unless there is evidence that technical malfunction caused the appeal document not to meet these standards.

Appeals will be decided by an Appeals Officer, who will be free of conflict of interest and bias, and will not serve as investigator, Title IX Coordinator, or hearing decision maker in the same matter.

Outcome of appeal will be provided in writing simultaneously to both parties, and include rationale for the decision.

Retaliation

Western Connecticut State University (“WCSU” or “University”) will keep the identity of any individual who has made a report or complaint of sex discrimination confidential, including the identity of any individual who has made a report or filed a Formal Complaint of sexual harassment under this Title IX Grievance Procedures, any Complainant, any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, and any witness, except as permitted by the FERPA statute, 20 U.S.C. 1232g, or FERPA regulations, 34 CFR part 99, or as required by law, or to carry out the purposes of 34 CFR part 106, including the conduct of any investigation, hearing, or judicial proceeding under this Title IX Grievance Procedures.

No person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX of the Education Amendments of 1972 or its implementing regulations.

No person may intimidate, threaten, coerce, or discriminate against any individual because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding or hearing under this Title IX Grievance Procedures.

Any intimidation, threats, coercion, or discrimination, for the purpose of interfering with any right or privilege secured by Title IX or its implementing regulations constitutes retaliation. This includes any charges filed against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but that arise from the same facts or circumstances as a report or complaint of sex discrimination or a report or Formal Complaint of sexual harassment.

Complaints alleging retaliation may be filed according to the Board of Regents Title IX Statement of Policy and Board of Regents Sexual Misconduct Reporting, Supportive Measures and Processes Policy.

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 members 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 during each job search.

HIRING GOALS

Reporting Period - April 1, 2019 – March 31, 2020

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state funding cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

EXECUTIVE/ADMINISTRATIVE/MANAGERIAL

Goal(s) (4): 2 WF, 1 BF, 1 OM, 1 OF

Hire(s) (0): N/A

During the reporting period, there were no executed searches in the Executive/Administrative/Managerial occupational category.

FACULTY

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state funding cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there were four (4) critical searches that were conducted and executed in the Faculty occupational categories.

PROFESSOR

Goals (0): No Hiring Goals set for this classification as it is normally a promotional opportunity.

Hires (0): N/A

In this occupational category there were no searches conducted during the reporting period.

ASSOCIATE PROFESSOR

Goals (0): No Hiring Goals set for this classification as it is normally a promotional opportunity.

Hires (1): 1 OM

Ancell School of Business – Marketing Department

Selection(s): 1 Other Male

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. For more information on the Ancell School of Business, please review the provided link at www.wcsu.edu/asb/

Position Summary: Teaching assignments will include courses in Digital/Interactive Marketing and other courses as needed by the Department including Principles of Marketing and Integrated Marketing Communications. Teaching assignments may also include other undergraduate and MBA courses in the candidate’s fields of interest. Scholarly activity is expected and required for tenure, promotion and continuing thereafter. In addition, the successful candidate will participate in departmental and university service, engage in professional activity, and will advise and mentor students.

Qualifications: An earned doctorate in Marketing is highly preferred. Candidates with a relevant Master level degree, additional professional certifications and substantial relevant work experience

exceeding 10 years may be considered. Candidates must have their highest degree from an AACSB, EQUIS or other internationally accredited program. At least five (5) years of college teaching experience is required, preferably in marketing. Course project experience with regional or national organizations is desirable. Competency in Digital Analytics is required. Candidates must present evidence of research and publication and an active agenda of peer-review scholarship. The ideal candidate would be professional active and engage in college / university service especially in those areas related to student success. Relevant professional work experience in digital or direct marketing is required, managerial work experience is preferred. Associate rank will require Ph.D. at time of hire.

APPLICANT BREAKDOWN

Thirty-six applicants (36) Applied: 2 WM, 3 WF, 1 BM, 2 BF, 1 HM, 0 HF, 14 OM and 13 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. Application materials included a letter of application (cover letter), 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 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:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	1	2	1	1	1		11	11
Withdrew from search							1	
Received Interviewed	1	1		1			2	2
Referred Finalists	1						1	1
Hired							1	

Of the three (3) finalists, two (2) applicants: 1 WM and 1 OF were precluded from the search.

In the in-person campus interview, one (1) applicant: 1 WM did not articulate academic expertise in course project experience with regional or national organizations and minimal experience teaching Digital/Interactive Marketing at the undergraduate levels.

In the in-person campus interview, one (1) applicant: 1 OF articulated academic expertise in Digital/Interactive Marketing at the undergraduate level. The applicant also possessed scholarly work during doctoral study, but did not possess post-doctoral scholarly journals or research on Integrated Marketing Communications.

The selected candidate, one (1) 1 OM articulated academic expertise in teaching Digital/Interactive Marketing and Principles of Marketing and Integrated Marketing Communications at the undergraduate and graduate levels. The selected candidate had a concise teaching pedagogy with a concentration in Marketing Communications and Interactive Marketing. The applicant (1 OM) also possessed a strong research background and publications on marketing related journals. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Faculty category

ASSISTANT PROFESSOR

Goals (9): 2 BM, 2 BF, 2 HM, 3 OF

Hires (3): 1 WM, 1 WF, 1 OF

Ancell School of Business – Accounting Department

Selection(s): 1 Other Female (goal candidate)

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. For more information on the Ancell School of Business, please review the provided link at www.wcsu.edu/asb/

Position Summary: The successful candidates' assignments will include core and major Accounting courses. Scholarly activity is expected. In addition, the successful candidate will participate in departmental and university service, engage in professional activity, and advise/mentor students.

Qualifications: Preferred candidates will have a doctoral degree in accounting from an AACSB accredited business school. Final stage Accounting ABDs (with dissertation proposal successfully defended from AACSB accredited institutions) will also be considered as will those with an earned doctorate in a related field and a US CPA. Candidates must present evidence of potential for research and publication in peer reviewed journals. College teaching experience is a plus as is prior business or managerial experience for doctoral-qualified candidates. Candidates with an Accounting or related MBA from an AACSB accredited school and either a US CPA license or CMA certificate may be considered if they also have recent and extensive management level experience in accounting. All candidates must demonstrate significant knowledge of US GAAP to be considered.

APPLICANT BREAKDOWN

Fourteen applicants (14) Applied: 1 WM, 2 WF, 1 BM (goal candidate), 6 OM and 4 OF (goal candidates), 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. Application materials included a letter of application (cover letter), 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 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:

CAMPUS SEARCH APPLICANT DATA									
	WHITE		BLACK		HISPANIC		AAIANHNPI		
	Male	Female	Male	Female	Male	Female	Male	Female	
<i>Search Process/Action</i>									
Did not meet minimum qualifications	1	2					4	3	
Withdrew from search			1				1		
Received Interviewed							1	1	
Referred Finalists							1	1	
Hired								1	

Of the two finalists, one (1) applicant: 1 OM was precluded from the search.

In the in-person campus interview, one (1) applicant: 1 OM is an ABD doctoral candidate in the final stage of the dissertation experience with an AACSB accredited business school. 1 OM has no accounting certifications. The 1 OM also did not articulate expertise in the field through the teaching accounting seminar and having minimal teaching experience during doctoral training. The applicant has two completed peer-reviewed journal manuscripts, but none are published. The applicant's dissertation demonstrates excellent research skills.

The selected candidate, 1 OF (goal candidate) possessed a Certified Public Account ("CPA") license in the State of Connecticut and articulated expertise in the field through the teaching seminar on the introduction of accounting and hospitality accounting administration. The selected candidate had a concise teaching pedagogy with a concentration in hospitality accounting administration and business/management experience with KPMG as a CPA. 1 OF (goal candidate) also possessed a strong research background and publications on accounting management strategies and academic teaching in hospitalization and tourism management. This search did meet a hiring goal, and WCSU welcomed the new hire in the Faculty category

Macricosta School of Arts of Sciences – Chemistry Department

Selection(s): 1 White Male

The Macricostas School of Arts and Science is home to thirteen (13) academic departments, twenty-one (21) undergraduate majors and five (5) graduate majors. The Department of Chemistry and Biochemistry offers ACS-certified Bachelor of Arts degree in Chemistry and in Chemistry with a Biochemistry option. The department also offers a chemistry minor. For more information on the Department of Chemistry, please review the provided link at: www.wcsu.edu/chemistry/.

Position Summary: The successful candidate must be able to teach physical chemistry lecture and laboratory. Teaching duties will include rotation through physical chemistry, freshman general 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 physical chemistry 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 whose research involves some aspect of experimental physical chemistry.

APPLICANT BREAKDOWN

Thirty-nine applicants (39) Applied: 3 WM, 1 WF, 2 BM (goal candidates), 2 BF (goal candidates), 3 HM (goal candidates), 2 HF, 23 OM and 3 OF (goal candidate), 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. Application materials included a letter of application (cover letter), 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 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:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	2		1	2	2	2	22	3
Withdrew from search			1		1			
Received Interviewed	1	1					1	
Referred Finalists	1	1					1	
Hired	1							

Of the three finalists, two (2) applicants: 1 WF and 1 OM were precluded from the search.

In the in-person campus interview, one (1) applicant: 1 WF did not articulate academic expertise in the field through the teaching seminar on the introduction of quantum chemistry and basic quantum equation of de Broglie theory. The 1 WF offered good research insight in the Schrodinger equation theory of de Broglie, has postdoctoral research and journal publications, but the level of academic teaching in the physical chemistry concentration or experience is minimal at the undergraduate level.

In the in-person campus interview, one (1) applicant: 1 OM articulated academic expertise in the field through the teaching seminar on the introduction of quantum chemistry and the Schrodinger equation of de Broglie. The 1 OM has experience as a physical chemist, but the level of academic research and journal publication in the physical chemistry concentration is minimal.

The selected candidate, 1 WM articulated academic expertise in the field through the teaching seminar on the introduction of quantum chemistry, basic quantum equation of de Broglie and the Schrodinger equation theory of de Broglie.. The selected candidate had a concise teaching pedagogy with a concentration in physical chemistry and quantum mechanics. The applicant (1 WM) also possessed a strong research background and publications on physical chemistry, physics and laboratory techniques with instrumentation. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Faculty category

Macricosta School of Arts of Sciences – Communications Department

Selection(s): 1 White Female

The Macricostas School of Arts and Science is home to thirteen (13) academic departments, twenty-one (21) undergraduate majors and five (5) graduate majors. The Department of Communication & Media Arts offers a Bachelor of Arts degree in Communication Studies and Media Arts. For more information on the Department of Communications, please review the provided link at: www.wcsu.edu/com/.

Position Summary: The successful candidate will have documented experience in teaching introductory and advanced courses in organizational communication, as well as core courses in the major, which include: communication theory, research methods, and senior thesis. Tenure-track faculty are expected to teach eight classes per academic year (4/4), engage in scholarly creative activity appropriate to the discipline, contribute service to the department, school, and university, and participate in relevant professional activity, such as attendance at international, national, and regional meetings of scholarly associations.

Qualifications: Eligible candidates will hold an earned Ph.D. in Communication Studies, or be near completion (ABD) of the same. Documented evidence of teaching experience for courses in Organizational Communication, Communication Theory, Communication Research Methods and Senior Thesis is required. Candidates must also provide evidence of a record of scholarship, and demonstrated involvement in the discipline. 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.

APPLICANT BREAKDOWN

Seventeen applicants (18) Applied: 3 WM, 7 WF, 1 BF (goal candidates), 6 OM and 1 OF (goal candidates), 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. Application materials included a letter of application (cover letter), 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 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:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	3	4		1			6	
Withdrew from search		1						
Received Interviewed		2						1
Referred Finalists		2						1
Hired		1						

Of the three (3) finalists, two (2) applicants: 1 WF and 1 OF (goal candidate) were precluded from the search.

In the in-person campus interview, one (1) applicant: 1 WF did not articulate academic expertise in teaching and experience in Organizational Communications concentration or experience teaching organizational contexts at the undergraduate level. The 1 WF has a strong research and dissertation experience, but minimal teaching experience in Organizational Communications.

In the in-person campus interview, one (1) applicant: 1 OF (goal candidate) did not articulate academic expertise in teaching and experience in Interpersonal Communications concentration or experience in Interpersonal communication-focused teaching at the undergraduate level. The 1 OF (goal candidate) has a strong research and dissertation experience, but minimal teaching experience in Organizational Communications.

The selected candidate, one (1) WF articulated expertise in teaching undergraduate courses in Organizational Communication programs. The selected candidate had a concise teaching pedagogy with a concentration in Organizational Communication. The applicant (WF) also possessed a strong research background and publications Public Relations and Organizational Communication related journals. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Faculty category

PROFESSIONAL NON-FACULTY

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state funding cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there were twelve (12) critical searches that were conducted and executed in the Professional Non-Faculty occupational category.

Goals (16): 6 WF, 1 BM, 8 BF, 1 OF

Hires (15): 6 WM, 4 WF, 1 BM, 1 HM, 2 HF, 1 OM

Division of Enrollment Management–Admissions Office

Selection(s): 1 White Female (goal candidate)

The Office of Admissions is responsible for all aspects pertaining to the recruiting and enrollment of first time and transfer students. This includes: Data analysis; Staying apprised of news and trends that impact college admissions and enrollment; Determining appropriate messaging and timing of said messages to prospective students; Scheduling travel to visit high schools and attend college fairs to meet with prospective students, their parents, plus guidance and transfer counselors; Building professional relationships with guidance counselors and college/transfer advisors; Meeting with prospective students on campus during daily visit opportunities and admissions related events; Reading and making decisions on student applications; Communicating with all parties involved in the admissions cycle, and other duties as needed. For more information on the Admissions Office, please review the provided link at: <https://www.wcsu.edu/admissions/>.

Position Summary: The Admissions Representative will be responsible for assisting with the coordinated recruitment and admission activities for the University; evaluating and processing applications from prospective students; participating in travel (travel may include Connecticut, New Jersey, and New York, including New York City, or other locations as needed); corresponding and follow-up with prospective students and the general public; assisting in special projects/programs; interacting with members of the University community.

Qualifications: Bachelor’s degree is required, as is one (1) to two (2) years of experience in Admissions or another student service experience at an institution of higher education. Familiarity with Admissions computer software and applications is preferred. Familiarity with the use of social media as a marketing tool is preferred. Excellent written and oral communication skills are required, as is the ability to work effectively with diverse populations including business and government officials, community leaders and students and faculty. Must be available to attend evening and weekend recruitment activities. Occasional overnight regional travel will be required. Must possess a valid driver’s license to transport themselves to recruitment activities off campus.

APPLICANT BREAKDOWN

Seventy applicants (70) Applied: 10 WM, 16 WF (goal candidates), 2 BM (goal candidates), 6 BF (goal candidates), 6 HM, 11 HF, 6 OM and 13 OF (goal candidates), 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. Application materials included a letter of application (cover letter); a current

resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	8	10	2	5	6	11	5	12
Withdrew from search	2	4		1			1	1
Received Interviewed		2						
Referred Finalists		2						
Hired		1						

Of the two finalists, one (1) applicant: 1 WF (goal candidate) was precluded from the search.

In the in-person campus interview, one (1) applicant: 1 WF (goal candidate) did not articulate the level of experience in student recruitment or admissions experience. The applicant served as a graduate intern for the Center for Student Involvement at Western Connecticut State University and as an intern for Newtown High School.

The selected candidate, one (1) WF possessed a Bachelor's degree and articulated experience as a Student Ambassador and as a interim Admissions Representative at Western Connecticut State University. The selected candidate has over three (3) years of admissions experience and is experienced with Banner and Target X recruitment applications. The selected candidate 1 WF has working knowledge of student/multicultural student recruitment, but will need mentoring on this in the tri-state area (Connecticut, New Jersey, and New York, including New York City, or other locations). This search did meet a hiring goal, and WCSU welcomed the new hire in the Professional/Non-Faculty category

Division of Environmental, Facilities and Operations – WestCONNECT Office

Selection(s): 1 White Male

The Facilities WESTCONNect Office is responsible for providing integrated and comprehensive security systems and campus one card programming to the University. Key responsibilities include installation, maintenance, and repair of security systems, access control systems, security camera systems and the University One-Card system. Also responsible for inventory control of parts and supplies; System programming and diagnostics; Training end-users; Operations assistance with various department staff including WESTCONNect Office; Information Technology, University Police and end-users in the university community, as well as outside contractors.

Qualifications: Bachelor's degree in computer science, engineering, or a related, preferred. A minimum of three (3) years of experience in a similar position which includes installation, repair, and integration of security systems, access control systems, security camera systems and a University One-Card system is required. A minimum of one (1) year of experience troubleshooting and diagnosing system anomalies is required. Experience in computer networking is required.

Qualifications: A valid State of Connecticut electrical license* is required (E, L, or C class.) Applicants will be considered who have the ability to gain preferred CT licenses within 90 days of appointment. Prior training and certification in CCURE manufacturer systems; knowledge of IP

based security camera systems; Knowledge and understanding of construction drawings, prints and specifications are all preferred. Must possess the ability to communicate effectively with a wide variety of people and possess the ability to adapt to changing environments and priorities.

Special Requirement: The incumbent will be required to work weekends, holidays, and evenings based on routine needs and emergency situations as directed by the university.

APPLICANT BREAKDOWN

Thirteen applicants (13) Applied: 3 WM, 2 WF (goal candidates), 1 HM, 1 HF, 5 OM and 1 OF (goal candidates), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant’s professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA									
	WHITE		BLACK		HISPANIC		AAIANHNPI		
	Male	Female	Male	Female	Male	Female	Male	Female	
<i>Search Process/Action</i>									
Did not meet minimum qualifications	1	2			1	1	4	1	
Withdrew from search									
Received Interviewed	1						1		
Referred Finalists	1						1		
Hired	1								

Of the two finalists, one (1) applicant: 1 OM was precluded from the search.

In the in-person campus interview, one (1) applicant: OM did not articulate experience in access control and IP camera systems. OM had commercial experience from 2003-2013 and was CCURE certified in the State of Connecticut as an installer in 2011 and holds an electrical license. During the interview, OM articulated that concentration of recent professional experience was with residential installation/programming as opposed to commercial installation/programming. However, when tasked with diagnosing and demonstrating effective installation during the interview, OM was unable to adequately diagnose and repair the presented equipment during the interview exercise.

The selected candidate, 1 WM articulated experience in access control, infrastructural and IP camera systems. WM is not CCURE certified, but holds an electrical license in the State of Connecticut. During the interview, WM articulated that concentration of professional experience was with commercial security systems, network infrastructures, and electronic circuitry. When tasked with diagnosing and demonstrating effective installation during the interview, WM was able to adequately diagnose and repair the presented equipment in the interview exercise. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non-Faculty category

Division of Enrollment Management – Office of Academic Advisement

Selection(s): 1 White Female (goal candidate)

The Academic Advisement Center provides students who have been formally admitted to the University and who have not yet decided on an academic major advisement services. Our staff is able to provide students with the knowledge, tools, and resources to be academically successful at WCSU. We work in assisting student's transition into college-level courses, degree programs, and reach academic and personal goals by creating appropriate academic plans. For more information on the Office of Academic Advisement, please review the provided link at: <https://www.wcsu.edu/aac/>

Position Summary: The Assistant Director of Academic Advisement will assists with the operations of the Advisement Center, provides precursory and integrated educational and career information to the student populations served by the Advising Center. Administers and interprets a variety of assessment instruments, conducts research on advisement techniques, designs and facilitates workshops on a range of topics involving academic planning for students and faculty. Conducts outreach activities to student groups, parents, high school counselors and faculty as assigned in order to provide integrated information on academic and career choices. Assists with implementation and maintenance of program(s) to identify and assist at-risk students.

Qualifications: Bachelor's degree is required, Master's degree is preferred. Two years of experience in either career planning, educational planning, or employment placement in a college setting is required. Strong interpersonal, written and oral communication skills are required. Some evening and weekend work will be required.

APPLICANT BREAKDOWN

Thirteen applicants (13) Applied: 2 WM, 7 WF (goal candidate), 1 HF, 1 OM and 2 OF (goal candidate), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant’s professional experience.

During the review of application materials, the search committee precluded the following applicants: Thirteen applicants (13) Applied: 2 WM, 7 WF (goal candidate), 1 HF, 1 OM and 2 OF (goal candidate), which constituted the applicant pool for this faculty search.

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	2	5				1		1
Withdrew from search							1	
Received Interviewed		2						1
Referred Finalists		2						1
Hired		1						

Of the three finalists, two (2) applicants: 1 WF (goal candidate) and 1 OF (goal candidate) were precluded from the search.

In the in-person campus interview, one (1) applicant: 1 WF (goal candidate) holds a Bachelor's degree but did not articulate professional experience in academic advising and student engagement with minimal experience with Banner. 1 WF (goal candidate) did not articulate experience with the use of Target X applications or an ability to create CRM reports for student advisement.

In the in-person campus interview, one (1) applicant: 1 OF (goal candidate) holds a Bachelor's degree but did not articulate professional experience in academic advising and student engagement with minimal experience with Banner. 1 OF (goal candidate) did not articulate experience with the use of Target X applications or an ability to create CRM reports for student advisement.

The selected candidate, 1 WF (goal candidate) has a Master degree in Higher Education Administration. The 1 WF (goal candidate) articulated professional experience in academic advising and with the use of Degree Works applications. The selected candidate also has direct experience working in academic advising for over five (5) years and has proficient use of Banner 8 and 9 applications for student advisement. the 1 WF (goal candidate) also possessed experience with creating Banner and CRM reports, management of degree requirements for undergraduate students, program sheets, academic planning for at-risk students and maintenance on student progress strategies. This search did meet a hiring goal, and WCSU welcomed the new hire in the Professional/Non-Faculty category

Division of Student Affairs – Athletics Department

Selection(s): 1 White Female (goal candidate)

Western Connecticut State University is a Division III school and a member of the Little East Conference. Additional information about the school can be found at www.wcsu.edu and information about the department can be found at <http://wcsuathletics.com>. This position is supported through the NCAA Strategic Alliance Matching Grant.

Responsibilities include: Prepares budget proposals, financial reports and post-event reports for various sponsorship/university events; Assists in the oversight of all fundraising/foundation accounts; Provides guidance to club sports transitioning to NCAA team status; Provides oversight of part-time employees; Assists with developing long-term strategic plans for external partnerships and initiatives, maximizing existing and new revenue streams and assists with strategic branding for the department; Assists in and oversees marketing, in-game promotions, and game management of home athletic events; Assists with fundraising efforts and events programming; Develops, organizes, implements and provides oversight for all athletic and sports specific marketing plans; Assists in coordination of all team travel; Works collaboratively with the Office of Institutional Advancement to establish and obtain revenues and a reporting system that tracks and reports on contributions from donors; Maintains the database of contact information for former student-athletes; Collaborates with the Career Success Center to assist with workshops, seminars and internships with corporate sponsors for student-athletes.

Qualifications: Bachelor's Degree in appropriate field is required, as is three (3) years of experience working in athletics. Must be innovative, service- and self-motivated, team-oriented, and adaptable. The ability to manage competing priorities; possess excellent verbal and written communication skills, and demonstrate commitment to quality and continuous improvement, be proficient in computer technology, including word processing, spreadsheet and database management is required.

APPLICANT BREAKDOWN

Fifty-four applicants (54) Applied: 12 WM, 8 WF (goal candidates), 4 BM, 1 BF (goal candidates), 5 HM, 4 HF, 10 OM and 10 OF (goal candidates), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	12	5	4		5	4	10	9
Withdrawn from search								1
Received Interviewed		3		1				
Referred Finalists		3		1				
Hired		1						

Of the four finalists, three (3) applicants: 2 WF (goal candidates) and 1 BF (goal candidate) were precluded from the search.

In the in-person campus interview, one (1) applicant: 1 WF (goal candidate) did not articulate experience with community fundraising and managing a department budget. The WF (goal candidate) has minimal event management experience, has community/local relationships in the Danbury area, excellent communication and can articulate athletic department needs to potential donors. However, the WF (goal candidate) did not possess fundraising and budget management experience.

In the in-person campus interview, one (1) applicant: 1 WF (goal candidate) did not articulate experience with athletics/events management, community fundraising and managing a department budget. The WF (goal candidate) has community/local relationships in the Danbury area, excellent communication and can articulate athletic department needs to potential donors. However, the WF (goal candidate) did not possess fundraising budgeting and game/events management experience.

In the in-person campus interview, one (1) applicant: 1 BF (goal candidate) did not articulate experience with community fundraising and managing a department budget. The BF (goal candidate) has athletic management experience and strong donor/community relationship strategies. The BF (goal candidate) has excellent communication and can articulate athletic department needs to potential donors. However, the BF (goal candidate) did not possess fundraising and budget management experience.

The selected candidate, 1 WF (goal candidate) articulated experience in athletics/events management, community fundraising and managing a department budget. The WF (goal candidate) does not have community/local relationships in Connecticut, but possesses excellent communication skills that can articulate athletic department needs to potential donors and grant requestors. The WF (goal candidate) possesses experience with athletic branding, virtual/webpage

data/event management and familiarity with state school protocols. This search did meet a hiring goal, and WCSU welcomed the new hire in the Professional/Non Faculty category.

Division of Enrollment Management – Cashier’s Office

Selection(s): 1 Hispanic Female

For more information on the Division of Finance and Administration, please review the provided link at: <https://www.wcsu.edu/financeadmin/>

Position Summary: The Billing Administrator will be responsible for coordinating the billing and collection activities of the Bursar’s Office. Handles the day-to-day billing activities of the University, including: Student billing through eBill vendor, third-party billing for sponsored student payments, Perkins Loan Collection day-to-day functions in coordination with contracted billing service. Oversee the University’s collections functions and application of late fees. Provides assistance in the delivery of Bursar’s office support services. Assists with the cultivation of Bursar Office relations and department programs by planning, organizing and coordinating the activities of the various programs and events pertaining to the department. Provides financial information to internal and external customers, publishing informational sheets, booklets and/or web page(s). Coordinates activities with other campus departments; Assists the Bursar Office administrators in planning and implementation of orientation programs; Develops systems to control intake, processing and maintenance of records, etc. Creates and maintains databases for monitoring various billing activities. Appropriately respond to customer inquiries.

Qualifications: Bachelor's degree. Two (2) years of experience in billing and collection services. Experience with higher education billing and collection preferred. Must possess excellent organizational skills and the ability to establish office systems and procedures; strong oral and written communication skills and the ability to work effectively with students, parents, staff, and the University community in a team environment; Knowledge and ability to utilize enterprise resource planning (ERP) software, along with Microsoft Office Suite, including Word and Excel. Must be able to manage multiple tasks, analyze problems, as well as recommend effective solutions.

APPLICANT BREAKDOWN

Thirty-two applicants (32) Applied: 2 WM, 7 WF (goal candidates), 1 HM, 5 HF, 5 OM and 12 OF (goal candidates), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant’s professional experience.

During the review of application materials, the search committee precluded the following applicants:

Thirty-two applicants (32) Applied: 2 WM, 7 WF (goal candidates), 1 HM, 5 HF, 5 OM and 12 OF (goal candidates), which constituted the applicant pool for this administrative search.

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	1	6			1	3	5	11
Withdrawn from search		1						

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
Received Interviewed	1					2		1
Referred Finalists	1					2		1
Hired						1		

Of the four finalists, three (3) applicants: 1 WM, 1 HF and 1 OF (goal candidate) were precluded from the search.

In the in-person campus interview, one (1) applicant: 1 WM articulated experience in academic and student account billing and customer service knowledge from the applicant's professional experience as an account representative assigned to the Bursar's Office at Pace University. The 1 WM lacked knowledge and understanding on the use of excel spreadsheets and online accounting/billing systems.

In the in-person campus interview, one (1) applicant: 1 HF articulated experience in academic and student account billing from the applicant's professional experience as an finance representative assigned to the Fiscal Affairs Office at Central Connecticut State University. The 1 HF expressed proficiency with the use of online accounting/billing systems (i.e., CRM), Microsoft Word applications, but not in the use of Microsoft Excel for accounting purposes. The 1 HF lacked experience with customer service knowledge and understanding on the use of excel spreadsheets.

In the in-person campus interview, one (1) applicant: 1 OF (goal candidate) did not articulate experience in academic and student account billing as the applicant's professional experience has been primarily in medical account billing. The 1 OF (goal candidate) had minimal experience with customer services as the position held did not permit for customer service, but for management of client accounts. The 1 OF also lacked knowledge and understanding on the use of excel spreadsheets for account management and online accounting/billing systems.

The selected candidate, one (1) HF articulated direct experience in academic and student account billing from the applicant's professional experience as a financial aid representative assigned to the Office of Financial Aid at Western Connecticut State University. The 1 HF expressed proficiency with the use of online accounting/billing systems (i.e., CRM and Banner), all Microsoft applications for accounting purposes. The 1 HF also possesses experience with customer services for directly engaging students at WCSU and from prior experience and student contact in the Bursar's Office at Post University. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non Faculty category.

Information Technology and Innovation Department – University Data Network and Telecommunications Services

Selection(s): 1 Other Male

For more information on the Western Connecticut State University Office of Information Technology and Innovation, please review the provided link at: <https://www.wcsu.edu/iti>.

Position Summary: The Data Network and Telecommunications Manager is responsible for the planning and delivery of University data network and telecom services; manages the network budget; works closely with security officer and network security administrator to maintain an adequate network security posture; provides planning and support of campus voice systems; works collaboratively and constructively with university stakeholders that rely on data network and telecom services; partner with University Facilities department to ensure interlock for network,

telecom and cabling requirements for construction related projects; perform inter and intra building fiber and cabling assessments, analysis, recommendations and documentataion; supervises support staff; provides network analysis and performance monitoring using associated network management tools and plans, designs, intergrates and documents network growth; performs problem diagnosis for network and telecom hardware and software and software technologies and systems for the University; provides support to users of the campus network with regard to access to network resources, security and performance; monitors use of network resources and reports on trends, patterns and recommended enhancements; maintains appropriate documentation, procedures and databases required to maintain and report on network and telecom resources.

Qualifications: Bachelor’s degree in computer science or a related field is required. Must have at least six (6) years of professional experience, ideally working in a large multi-protocol Cisco LAN/WAN environment, supporting network hardware and software and a minimum of six (6) years of professional experience in telecommunications and network systems integration including planning, designing and implmenetation of large scale networking infrastructures; as well as a minimum of three (3) years of professional experience supervising technical staff and projects. Proven experience troubleshooting network and telecommunicaitons problemns is required, as is a working knowledge of network protocols, including: TCP/IP, SNMP, MPLS, EIGRP/OSPF/VRRP/HSRP, NAT, etc. Ten (10) years of experience in a Cisco LAN/WAN environment and telecommunications and network systems integration may be substituted for a bachelor’s degree.

APPLICANT BREAKDOWN

Twenty-five applicants (25) Applied: 5 WM, 2 WF (goal candidates), 2 BM (goal candidates), 1 BF (goal candidates), 3 HM, 10 OM and 2 OF (goal candidates), which constituted the applicant pool for this administration search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant’s professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	2	2	2	1	3		8	2
Withdrew from search	1							
Received Interviewed	2						2	
Referred Finalists	1						2	
Hired							1	

Of the four finalists, three (3) applicants: 1 WM (withdrew post-interview), 1 WM and 1 OM were precluded from the search.

One (1) applicant: 1 WM withdrew after the first in-person interview was held.

In the in-person interview, the applicant: 1 WM articulated professional experience with operating under network design and unified communications. The 1 WM did have experience managing

vendor relationships, general tasks associated with network administration and security supervisory experience from one infrastructure project with a prior IT position. The 1 WM possessed minimal experience with operating under a Cisco environment and network systems integration including planning, designing and implementation of large scale networking infrastructures

In the in-person interview, the applicant: 1 OM articulated professional experience with operating under network design and unified communications. The 1 OM did have experience managing vendor relationships, general tasks associated with network administration and security, but minimal supervisory experience. The 1 OM possessed minimal experience with operating under a Cisco environment and network systems integration including planning, designing and implementation of large scale networking infrastructures

The selected candidate, one (1) OM articulated professional experience with operating under network design and unified communications. The 1 OM did have experience managing vendor relationships, general tasks associated with network administration and security as well as supervisory experience from various infrastructure projects from prior IT employment. The 1 OM possessed knowledgeable experience with operating under a Cisco environment and network systems integration including planning, designing and implementation of large scale networking infrastructures. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non Faculty category.

Information Technology and Innovation Department – University Data Network and Telecommunications Services

Selection(s): 1 White Male

For more information on the Western Connecticut State University Office of Information Technology and Innovation, please review the provided link at: <https://www.wcsu.edu/iti>.

Position Summary: The Digital Systems Integrator is responsible for developing, maintaining and implementing integrations between the various University digital systems relied upon by our students, faculty and staff. Assists with the development of the University's WordPress platform and website development. Works with department contacts regarding design and layout concepts of their department websites and offer training. Assists with the integration and/or automation of information systems using API's and other integration technologies. Able to participate in an agile environment. Analyzes usage metrics and data from digital mediums to produce reports as needed. Researches and makes recommendations for more effective and efficient digital solutions. Works with stakeholders to define digital project goals and coordinates requirements gathering.

Qualifications: Bachelor's degree in computer science or a related field is required. Three (3) years of experience working in an Information technology organization is required. Experience in higher education preferred; Demonstrated programming skills with the ability to extrapolate and apply to related disciplines; Strong technical knowledge of current web technologies such as HTML5, JS, CSS, PHP, WordPress theme plugin development, VueJS, etc. Familiarity with integration platform technologies such as RESTful, JSON, etc. Willingness to work in a team-oriented environment; Self-motivator who can work independently who is able and eager to learn new technologies; Strong communication skills with an ability to understand key concepts around gathering requirements and communicate effectively with technical staff, business stakeholders and non-technical staff.

APPLICANT BREAKDOWN

Nine applicants (9) Applied: 2 WM, 2 HM, 5 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	1				2		4	
Withdrew from search								
Received Interviewed	1						1	
Referred Finalists	1							
Hired	1							

The selected candidate, one (1) WM has a Bachelor's degree and articulated professional experience in implementing digital systems and the management of WordPress platform and website development. The WM possess experience with layout concepts of their department websites and training of faculty and staff. The WM also has experience with the integration and/or automation of information systems using API's and other integration technologies for usage metrics and data from digital mediums for report production. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non Faculty category.

Information Technology and Innovation Department – University Enterprise Content Management Application Administrator

Selection(s): 1 White Male

For more information on the Western Connecticut State University Office of Information Technology and Innovation, please review the provided link at: <https://www.wcsu.edu/iti>.

Position Summary: The ECM Application Administrator will provide operations support associated with various imaging systems employed by the campus to gather, archive and manage business content, including front-end scanning, electronic forms imports, electronic forms and workflow development, as well as back-end systems and third party integrations used to manage and store content. Functions as an internal consultant, implementing standard operating procedures, handling day to day application administration and providing training to all levels of campus personnel. Coordinates business process analyses, needs assessment and cost/benefit analyses in an effort to align information technology solutions with business initiatives at each campus. Coordinates project team resources to effectively meet project commitments and business objectives. Works collaboratively with the senior staff to implement enterprise-wide ECM requirements at the campus level and helps to communicate solutions as appropriate to the campus community.

Qualifications: Bachelor's degree is required. A minimum of four (4) years of demonstrated experience with the planning, developing and operation of document imaging, electronic forms and workflow, and/or records management solutions. Hyland OnBase experience preferred. Excellent verbal and written communications skills are required. Project management experience is preferred.

APPLICANT BREAKDOWN

Nine applicants (10) Applied: 3 WM, 2 HM, 5 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	1				2		5	
Withdrew from search								
Received Interviewed	2							
Referred Finalists	2							
Hired	1							

Of the three finalists, two (2) applicants: 1 WM was precluded from the search:

In the in-person interview, the applicant: 1 WM articulated professional experience as a Director of Educational Technology for Pace University. The 1 WM did have IT network experience, but not directly with the IT Department at Pace University or in any other employment. The 1 WM possessed minimal experience with front-end scanning, electronic forms imports, electronic forms and workflow development, as well as back-end systems and third party integrations used to manage and store content. The 1 WM had no experience with Hyland OnBase or project IT management experience.

The selected candidate, one (1) WM articulated professional experience as a Senior IT consultant with James Madison University. The WM possess technical experience with with front-end scanning, electronic forms imports, electronic forms and workflow development, as well as back-end systems and third party integrations used to manage and store content and training of faculty and staff. The WM also has experience with creatin business process analyses, needs assessment and cost/benefit analyses for simplified information technology solutions with business initiatives. The WM also had experience coordinating project teams to effectively meet project commitments. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non Professional/Non Faculty category.

Division of Environmental, Facilities and Operations – Environment Health and Safety Office

Selection(s): 1 White Male

For more information on the Division of Environmental, Facilities and Operations, please review the provided link at: <https://www.wcsu.edu/efs/>.

Position Summary: The Director will be responsible for the development, implementation, management and administration of programs, policies and procedures that support a healthy and safe environment for students, faculty, staff and visitors at the University. Responsible for

monitoring, managing and administering inspections, maintenance and repair of systems to include (but are not limited to) fire alarm and sprinkler systems, emergency lighting, underground fuel tanks, asbestos abatement, generators, Federal and State OSHA regulations /compliance, chemical and hazardous material handling, storage and removal, PCB monitoring and provide technical and consultative services to the Campus Community. Develops, implements, and administers technical training programs for University personnel on all appropriate safety issues including the handling of hazardous material to insure compliance with appropriate regulations and train incident responders. Develops standards for hazardous materials exposure limits for personnel, safe working methods, decontamination procedures and hazardous waste disposal. Participates in the University's emergency operations planning process. Conducts safety meetings and serves on the University's Physical Working Conditions Committee. Manages the implementation of ergonomic and IAQ assessment and accident/incident investigations. Manages the development, delivery and review of environmental health & safety training programs, including the associated documentation. Assists in the development of the budget for Environmental Health and Safety. May require night and weekend hours as needed.

Qualifications: Bachelor's degree in industrial hygiene, safety, health physics or a related field. Master's degree preferred. Minimum of five (5) years relative experience with at least two (2) years managing a comprehensive health and safety program. Must possess the ability to communicate effectively with both the technical and non-technical personnel.

APPLICANT BREAKDOWN

Twelve applicants (12) Applied: 6 WM, 1 HM, 4 OM, 1 OF (goal candidate), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	5						3	
Withdrew from search								1
Received Interviewed	1				1		1	
Referred Finalists	1				1		1	
Hired	1							

Of the three finalists, two (2) applicants: 1 HM and 1 OM were precluded from the search:

In the in-person campus interview, one (1) applicant: 1 HM did articulate professional experience in the bio-medical field, working on a biomedical campus, supporting research and working with maintenance trades. The 1 HM had no supervisory management experience and had no experience with environmental assessments on workspaces and/or managing a health and safety program.

In the in-person campus interview, one (1) applicant: 1 OM did articulate professional experience in corporate biological field with two corporate companies in developing Environmental Health

and Safety Plans in global markets. The 1 OM had no supervisory management experience and had no experience with environmental assessments on workspaces and/or managing a health and safety program.

The selected candidate, one (1) WM articulated professional experience in serving as an Assistant Director for the Environmental Health and Safety Office with the State University of New York. The selected candidate had direct experience serving in an academic environment with workspace assessments, environmental hazard reviews and serving as an asbestos consultant as an independent business owner. The WM has supervisory management experience oversee a four person office. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non Faculty category.

Division of Environmental, Facilities and Operations – Facilities Planning and Engineering Office

Selection(s): 1 White Male

For more information on the Division of Environmental, Facilities and Operations, please review the provided link at: <https://www.wcsu.edu/efs/>.

Position Summary: The Director of Facilities, Planning and Engineering is responsible for managing the University capital projects program, minor capital renovations, and internal construction projects. The Director is also responsible for recommending and implementing projects which support the campus facilities master plan and energy management programs, while also monitoring construction projects being supported by the State Department of Construction Services.

Qualifications:

Bachelor degree in architecture, engineering, or a related field is required. A minimum of six years of progressively responsible experience in educational facilities planning and management. Experience interacting with State agencies governing capital projects (i.e.: DCS, OPM, or OSBI) is desirable. Broad knowledge of physical plant operations including: building and grounds design and repair, mechanical, electrical and conveyance systems, building and life safety code conformance and ADA requirements. The successful candidate will hold a license to practice architecture or be a professional engineer in the State of Connecticut. Be able to work as part of a diverse team to achieve goals established by the institution. Confident and professional communicator, harnessing the power of positive messaging and a keen sense of customer support. Broad working knowledge of CAD, Revit and BIM.

APPLICANT BREAKDOWN

Sixteen applicants (16) Applied: 10 WM, 1 HM, 4 OM, 1 OF (goal candidate), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA									
	WHITE		BLACK		HISPANIC		AAIANHNPI		
	Male	Female	Male	Female	Male	Female	Male	Female	
<i>Search Process/Action</i>									
Did not meet minimum qualifications	6				1		1		
Withdrew from search							1		
Received Interviewed	4						2	1	
Referred Finalists	4						2	1	
Hired	1								

Of the seven finalists, six (6) applicants: 3 WM, 2 OM and 1 OF (goal candidate) were precluded from the search.

In the in-person campus interview, one (1) applicant: 1 WM did articulate professional experience in assisting with the supervision of private, large design teams and subcontracted specialty teams, but no elaboration on which projects. The WM practical hands on work as a front line architect is limited as he has not used design software. The 1 WM had minimal experience interacting with State agencies governing capital projects (i.e.: DCS, OPM, or OSBI), minimal management experience and very minimal experience with electrical and conveyance systems, building and life safety code conformance and ADA requirements.

In the in-person campus interview, one (1) applicant: 1 WM did articulate professional experience in operating and managing private, large design teams and subcontracted specialty teams for architectural buildings. The 1 WM had minimal experience interacting with State agencies governing capital projects (i.e.: DCS, OPM, or OSBI), and minimal experience with physical plant operations including: building and grounds design and repair, mechanical, electrical and conveyance systems, building and life safety code conformance and ADA requirements.

In the in-person campus interview, one (1) applicant: 1 WM did articulate professional experience in operating and managing large design teams and subcontracted specialty teams for architectural buildings. The 1 WM had minimal experience interacting with State agencies governing capital projects (i.e.: DCS, OPM, or OSBI), and minimal experience with physical plant operations including: building and grounds design and repair, mechanical, electrical and conveyance systems, building and life safety code conformance and ADA requirements.

In the in-person campus interview, one (1) applicant: 1 OM did articulate professional experience in operating and managing large design teams and subcontracted specialty teams for architectural buildings. The 1 WM had minimal experience Experience interacting with State agencies governing capital projects (i.e.: DCS, OPM, or OSBI), and minimal experience with physical plant operations including: building and grounds design and repair, mechanical, electrical and conveyance systems, building and life safety code conformance and ADA requirements.

In the in-person campus interview, one (1) applicant: 1 OM did articulate professional experience in operating and managing large design teams and subcontracted specialty teams for architectural buildings. The 1 WM had minimal experience Experience interacting with State agencies governing capital projects (i.e.: DCS, OPM, or OSBI), and minimal experience with building and life safety code conformance and ADA requirements.

In the in-person campus interview, one (1) applicant: 1 OF (goal candidate) did articulate professional experience as a Municipal Project Manager, but possessed no experience performing architectural design work. The 1 OF (goal candidate) had minimal experience with physical plant

operations including: building and grounds design and repair, mechanical, electrical and conveyance systems, building and life safety code conformance and ADA requirements.

The selected candidate, one (1) WM articulated professional experience in serving as an Assistant Director for the Facilities Operations with the State of Connecticut Education Department. The selected candidate had direct experience serving in higher education environment with physical plant operations including: building and grounds design and repair, mechanical, electrical and conveyance systems, building and life safety code conformance and ADA requirements. The WM has supervisory management experience oversee large architectural projects. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non Faculty category.

Division of Student Affairs – Office of Housing and Residence Life

Selection(s): 1 Hispanic Female

The Office of Housing and Residence Life promotes an atmosphere that is conducive to establishing academic, social and personal growth of the resident student population, using WCSU's CULTURE™ (Creating Undergraduate Learning Through Unique Residential Experiences) and iMatter models. CULTURE/iMatter builds relationships, supports academics, and develops community via programming, mentoring, and academic initiatives. The Assistant to the Director/Resident Director are full-time, live in positions. For more information on the Office of Housing and Residence Life, please review the provided link at:

<https://www.wcsu.edu/housing/>.

Position Summary: The Resident Director (“RD”) serves as a resource person within the residence halls who counsels students, promotes hall programming, and maintains a hall environment conducive to learning and individual growth. Makes referrals, advises residence hall groups, monitors facilities’ needs and occupancy, and recruits, trains, supervises and evaluates resident assistants, academic resource mentors and information desk personnel and the student administrative assistant. Works cooperatively with the Office of Judicial Affairs on student conduct matters, as well as with the WestConnect Office on issues of access control.

Qualifications: Bachelor’s degree is required, Master’s degree is preferred. A minimum of one (1) year of post-baccalaureate, full-time residence life or student affairs experience is strongly preferred. Must have a valid driver’s license and a vehicle available for job-related duties and meetings. Experience in residential administration, community development, supervision, or any other relevant knowledge which would equip the applicant to related to resident college students and staff efficiently is required. Proficiency in MS Office Suite, successful experience with an automated housing database management system (i.e., RMS, Adirondack, Banner, etc.) is preferred, as is general awareness of access control software and hardware. The successful candidate will have proficiencies in interpersonal relationships; possess excellent verbal and written communication skills; demonstrate the ability to manage multiple responsibilities, supervise staff, and exercise appropriate judgment and decision-making.

APPLICANT BREAKDOWN

Twenty-three (23) applicants applied: 3 WM, 3 WF (goal candidates), 1 BM (goal candidates), 3 BF (goal candidates), 2 HM, 3 HF, 5 OM and 3 OF (goal candidates), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant’s professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	3	3	1	2	1	2	4	2
Withdrew from search				1			1	1
Received Interviewed					1	1		
Referred Finalists					1	1		
Hired						1		

Of the two finalists, one (1) applicant: 1 HM and was precluded from the search:

In the in-person campus interview, 1 HM possessed a Bachelor's degree and articulated experience in an office support position in Offices of Financial Aid, Enrollment Management and Admissions at various undergraduate colleges. The HM did not possess the residential administration, community development and supervision experience.

The selected candidate, one (1) HF possessed a Bachelor's degree and articulated experience as an interim Resident Director at WCSU. The selected candidate has over three (3) years of residence life experience as an Resident Director at WCSU. The selected candidate had working knowledge of residential administration, community development and supervision at WCSU. The selected candidate has a strong background in student administration in higher education. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non-Faculty category

Office of Information Technology and Innovation – Digital Media/Media Services

Selection(s): 1 White Male

For more information on the Western Connecticut State University Office of Information Technology and Innovation, please review the provided link at: <https://www.wcsu.edu/iti>.

Position Summary: The Digital Media Assistant Trainee is primarily responsible for the development of video and digital media content for use by the university. He/she will also manage the video content on the university's social media sites and manage the video centric social media accounts. He/she will also analyze and advise on the effectiveness of these recruitment/retention efforts.

Qualifications: One (1) year of experience in producing digital media/video is required. Ability to work constructively with members of the university community; good communication skills, excellent creative ability to execute creative vision into production, must be able to function in a team environment. Proficiency in video editing/digital medial creation software (Adobe Premiere, Adobe After Effects, etc.); Evening and weekend work will be required.

APPLICANT BREAKDOWN

Fourteen (14) applicants applied: 3 WM, 3 HM, 7 OM and 1 OF (goal candidate), 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. Application materials included a letter of application (cover letter); a current

resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant’s professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	2				3		7	1
Withdrew from search								
Received Interviewed	1							
Referred Finalists	1							
Hired	1							

The selected candidate, one (1) WM possessed a Bachelor’s degree in Media Production. The WM articulated experience in production and non-production job duties as a media intern at WCSU. The applicant has experience with using production reel, video or digital media creation, establishing the WCSU social media videos on Facebook, Twitter YouTube and Instagram. The selected candidate has a strong background in media and digital production in higher education. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non-Faculty category

School of Visual and Performing Arts (“SVPA”) Office of the Dean – Events Management Services

Selection(s): 1 Hispanic Male

The School of Visual and Performing Arts Center, home to the School of Visual and Performing Arts (SVPA), provides students with facilities of the highest caliber, enhancing their educational experiences. The VPAC boasts a multitude of dynamic spaces to accommodate the needs of artists across all disciplines. The versatile facilities include the Concert Hall, Studio Theatre, Art Gallery, Main Stage Theatre and Dressing Rooms. This state-of-the-art center provides immeasurable creative and collaborative opportunities for students, faculty, staff, and patrons. Additional information may be found on our website: <https://www.wcsu.edu/svpa/svpa-center/>

Position Summary: The Events Coordinator is responsible for coordinating main event spaces in WCSU’s Visual & Performing Arts Center for both internal and external constituents. They will serve as Box Office Manager for SVPA main events and provide assistance to the Dean. Reporting to the Dean of SVPA, the VPAC Events Coordinator will be expected to work collaboratively across university departments which include SVPA academic departments, the department of Publication & Design, and the university Large Events Committee. Box Office Managerial Duties include: Supervising Front of House activities for all SVPA events; Building events in the SVPA ticketing system; Managing and training Box Office student employees; and Reconciling Box Office financials. Other duties of the position include: Serving as Publicist for SVPA main events; Assisting with SVPA campaign and fundraising activities; Coordinating the creation and distribution of printed promotional materials (e.g., programs, posters, flyers, etc.) for SVPA initiatives; Coordinating and/or Maintaining traditional, social, and electronic media related to all events within the SVPA; Coordinating and/or Maintaining updates to the SVPA portion of the WCSU website; Maintaining the VPAC Event Calendar, Room Reservations, and Mailing Lists; Facilitating operational support for Dean’s initiatives; Working with the Dean and SVPA

departments to coordinate VPAC public tours, school matinee performances and recruitment events.

Qualifications: Bachelor’s degree is required. Master of Fine Arts (MFA) or Master’s Degree in a field relevant to visual & performing arts and/or arts management is preferred. Must possess three (3) years of experience either managing a visual and performing arts facility or in a field that clearly allows for the transfer of skills to successfully accomplish the duties above. Experience in an educational setting preferred. Box Office experience preferred. Experience with grant writing desirable. Demonstrated understanding of the operational elements of a visual and performing arts facility, experience with social media and traditional media marketing is required. Excellent written and oral communication skills are required. Experience with Microsoft Office, including Word, Excel, Outlook is required. Experience with website creation/maintenance is desired. Availability for work after hours and on weekends is expected.

APPLICANT BREAKDOWN

Thirty-eight (38) applicants applied: 5 WM, 3 WF (goal candidates), 2 BM (goal candidates), 2 BF (goal candidates), 2 HM, 5 HF, 6 OM and 13 OF (goal candidate), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant’s professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	4	3	2	2	1	4	6	13
Withdrew from search								
Received Interviewed	1				1	1		
Referred Finalists	1				1	1		
Hired					1			

Of the three finalists, two (2) applicants: 1 WM and 1 HF were precluded from the search:

In the in-person campus interview, 1 WM articulated professional experience serving as a box office representative for the Front End operations of a local events organization. Unfortunately, the WM did not possess the events management and events coordination experience.

In the in-person campus interview, 1 HF articulated professional experience as an actor for a Theater Arts organization. Unfortunately, the HF did not possess the events management and events coordination experience.

The selected candidate, one (1) HM articulated professional experience as an SVPA intern with the events management office at WCSU. The selected candidate has over three (3) years of residence life and admissions experience as an Resident Director and Admissions Representative at WCSU. The selected candidate had working knowledge of events management and administration, community development and supervision at WCSU. The selected candidate has a strong

background in student administration in higher education. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Professional/Non-Faculty category

Division of Students Affairs – Office of the Events and Conference Management

Selection(s): 1 Black Male (goal candidate)

For information about the Office of the Events and Conference Management, please review the provided link at: <https://www.wcsu.edu/events-mgt/>.

Position Summary: The Assistant to the Director of Event & Conference Management is responsible for the end-to-end coordination and execution of internal & external events at all campuses. Consults internal stakeholders to establish event objectives, and manages stakeholder relations and development; Attends all pre- and post-convention meetings for information concerning shows and events; Ensures that all materials, equipment, and supplies are ordered and available for events and the general operating needs of the facility. Responsible for the hiring, development, and supervision of the operational staff and prepares work schedules of operational and temporary staff ensuring that they are done timely and fairly; Utilizes various software and web applications to schedule maintenance work (Maintenance Direct), schedules facility uses and service orders (EMS) & programs and operates electronic message center; Responsible for inventory of fixed equipment within the buildings and their upkeep and schedules periodic maintenance; Responsible for ensuring the overall maintenance of the buildings, ensuring that facilities are kept clean and that issues involving event set-up, staffing, and safety measures are met. Works with the contract accountant in order to ensure that all rented equipment is properly billed and returned in proper working order.

Qualifications: Bachelor’s degree or four (4) years full-time related work experience is required. Two (2) years of experience in facilities operations and events coordination, including supervisory experience in events services is required. Must possess: the ability to read or interpret floor plans/MS Visio drawings; knowledge of staging, lighting and sound equipment; the ability to plan and forecast, and the ability to be trained to operate a forklift or man-lift. Must possess excellent organization skills

APPLICANT BREAKDOWN

Fifteen (15) applicants applied: 1 WM, 2 WF (goal candidates), 1 BM (goal candidate), 1 OM and 10 OF (goal candidates), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant’s professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications		2					1	10
Withdrew from search								
Received Interviewed	1		1					
Referred Finalists	1		1					

CAMPUS SEARCH APPLICANT DATA									
	WHITE		BLACK		HISPANIC		AAIANHNPI		
	Male	Female	Male	Female	Male	Female	Male	Female	
Hired			1						

Of the two finalists, one (1) applicant: 1 WM was precluded from the search:

In the in-person campus interview, 1 WM possessed a Bachelor's degree and articulated professional experience serving as student employee for the Front End operations of a local events organization. Unfortunately, the WM did not possess the events management and events coordination experience.

The selected candidate, one (1) BM (goal candidate) possessed a Bachelor degree and articulated professional experience as an ECM student employee with the events management office at WCSU. The selected candidate has three (3) years of administrative experience as an Administrative Coordinator for the Office of Events and Conference Management at WCSU. The BM has working knowledge of events management and administration, community development and supervision at WCSU. The BM has a strong background in student administration in higher education. This search did meet a hiring goal, and WCSU welcomed the new hire in the Professional/Non-Faculty category

Division of Students Affairs – Center for Student Involvement

Selection(s): 1 White Female (goal candidate)

For information about the Office of the Events and Conference Management, please review the provided link at: <https://www.wcsu.edu/events-mgt/>.

Position Summary: The Student Organization Fiscal Assistant will manage the daily administration of the business operations of the Student Activities Funds. This includes administering all travel authorizations, accounts payable and all record keeping associated with this operation. This individual meets, as appropriate, with the Student Government Association's Vice-President for Finance and student organization treasurers to review policies and verify balances.

Qualifications: Bachelor's degree in accounting, finance, business administration or a related field is required. Two (2) years' experience in student activities or a related field, with a focus on fiscal management. Knowledge of the spreadsheet applications, preferably Microsoft Excel and other components of the Microsoft Office Suite. Demonstrated ability to organize and maintain financial records. Works well in a fast-paced environment.

APPLICANT BREAKDOWN

Fifteen (15) applicants applied: 2 WF (goal candidates), 1 BF (goal candidates), 2 OM and 10 OF (goal candidates), 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNP	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications		1		1			1	10
Withdrew from search	1						1	
Received Interviewed		1						
Referred Finalists		1						
Hired		1						

The selected candidate, one (1) WF (goal candidate) possessed a Bachelor degree and articulated professional experience as an (interim) Fiscal Assistant with the Center for Student Involvement at Western Connecticut State University. The selected candidate also has three (3) years of administrative experience as a University Assistant for the Center for Student Involvement and has worked closely with the WCSU Student Government Association. The selected candidate had working knowledge of student clubs, club management and administration, community development and supervision at WCSU. The selected candidate has a strong background in student administration in higher education. This search did meet a hiring goal, and WCSU welcomed the new hire in the Professional/Non-Faculty category

SECRETARIAL CLERICAL, All titles except Secretary 2

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state fundig cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there was eight (8) critical searches that was conducted and executed in the Secretarial Clerical occupational category.

Goals (5): 3 WM, 1 BM, 1 HM

Hires (5): 3 WF, 1 BF, 1 HF

Division of Enrollment Management – Admissions Office

Selection(s): 1 White Female

The Office of Admissions is responsible for all aspects pertaining to the recruiting and enrollment of first time and transfer students. This includes: Data analysis; Staying apprised of news and trends that impact college admissions and enrollment; Determining appropriate messaging and timing of said messages to prospective students; Scheduling travel to visit high schools and attend college fairs to meet with prospective students, their parents, plus guidance and transfer counselors; Building professional relationships with guidance counselors and college/transfer advisors; Meeting with prospective students on campus during daily visit opportunities and admissions related events; Reading and making decisions on student applications; Communicating with all parties involved in the admissions cycle, and other duties as needed. For more information on the Admissions Office, please review the provided link at: <https://www.wcsu.edu/admissions/>.

Position Summary: The Administrative Assistant will perform the most complex office administrative duties as a described in the following areas: Using a personal computer or other electronic equipment, formats and types of full range of correspondence, reports, bills, drafts, etc. from rough draft, transcription, dictated notes, etc.; proofread for content; edits using knowledge of grammar, punctuation and spelling. Designs office filing systems; organizes and maintains files (including confidential files); maintains, updates, and reviews reference materials and manuals. Composes complex letters and/or memoranda, etc. (e.g. explaining department practices and/or policies) for own or manager’s signature. Researches and assembles information from a variety of sources and prepares statistical and/or narrative reports; analyzes information and may make recommendations. Acts for manger by interpreting established policies and procedures, etc.; troubleshoots by relieving manager of as much administrative detail as possible; acts for and regularly makes decisions in manager’s absence (within prescribed limits of authority). Screens letters, memos, reports, and other materials to determine action required; may make recommendations to supervisor. Arranges and coordinates meetings (including space and equipment); researches, assembles and coordinates meeting materials (e.g. charts, graphs, reports); writes minutes of meetings, lectures, conferences, etc. from rough draft; takes notes using shorthand, speedwriting or machine transcription; prepares expense accounts; makes travel arrangements. Authorizes purchase and payments (within prescribed limits of authority); develops input prepares documentation for office and/or department budget; coordinates budget control and monitors; develops office and/or department procedural manuals; assists in interviewing and hiring office support staff; trains office support staff; may supervise office support staff; performs related duties as required.

Administrative Assistant duties also include, but are not limited to: maintaining the director's calendar and schedule; collect data as needed; assist with tracking budgets and initiate purchase requests; process travel and conference paperwork; collaborate on improvements to office processes, information, and interactions with students, faculty and staff; create and/or update office manual/procedure documents, website content, social media, and any office type of communications; assist with payroll and department scheduling; greet individuals in a professional manner, utilize provided intake forms and follow established office procedures to screen students for urgent and non-urgent matters; maintain confidentiality; schedule appointments; input data in the electronic database; assist students with utilizing tablets when entering data; answer phones and take messages; manage files; arrange and coordinate meetings/take meeting minutes, and order/maintain office supplies.

Qualifications: Four (4) years of experience above the routine clerk level in office support or secretarial work. One (1) year of the General Experience must have been as a Secretary 2 or its equivalent. College training in the secretarial sciences may be substituted for the General Experience on the basis of fifteen (15) semester hours equalling one-half (½) year of experience to a maximum of two (2) years. Preference will be given to applicants who can demonstrate in their application: excellent written and verbal communication skills. Possess pleasant telephone and reception demeanor. Attention to detail, accuracy and proofreading skills. Proficiency in Microsoft Office including Outlook, Excel and Word. Experience with handling confidential materials/data. Experience in Higher Education, Banner and Supervisory experience.

APPLICANT BREAKDOWN

Four hundred and sixty two (462) applicants applied, 5 WM (goal candidates), 125 WF, 1 BM (goal candidates), 44 BF, 4 HM (goal candidates), 32 HF, 20 OM and 231 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	4	120		44	4	30	20	230
Withdrew from search	1	1						
Received Interviewed		2	1			1		1
Referred Finalists		2	1			1		1
Hired		1						

Of the five finalists, four (4) applicants: 1 WF, 1 BM (goal candidate), 1 HF and 1 OF were precluded from the search:

In the in-person campus interview, one (1) WF, possessed clerical experience having served in a clerical (part-time) position at WCSU for over four (4) years with use of the Banner system. However, the 1 WF had limited strategies for time management and customer service skills and no

experience working closely with the student population. The 1 WF had limited experience with the use with certain MS Office Suite programs (i.e. MS Access, Excel and Powerpoint).

In the in-person campus interview, one (1) BM (goal candidate) possessed administrative assistant experience having served as an Administrative Assistant for the Fiscal and Administrative Office with the University of Bridgeport with similar use of a HRIS student tracking system. However, the one (1) BM (goal candidate) had limited experience working closely with the student population and limited strategies for time management and customer service skills.

In the in-person campus interview, one (1) OF, possessed clerical experience having served in a clerical position with Post University with use of a similar Banner system. However, the 1 OF had limited strategies for time management and customer service skills and no experience working closely with the student population. The 1 WF had limited experience with the use with certain MS Office Suite programs (i.e. MS Access, Excel and Powerpoint).

The selected candidate, one (1) WF articulated skills and experience as an Administrative Assistant while serving as the Interim Administrative Assistant with the Admissions Office at Western Connecticut State University. The applicant had a prior administrative experience as an Assistant to the Director of Community Engagement at Naugatuck Valley Community College, and is proficient in the use of MS Office Suite programs (i.e., MS Word, Access, Excel, Powerpoint, Publisher, One Note, etc.). The WF has experience with organizational skills from her time management strategies, organizational strategies and ability to maintain in-house database systems (comparable Banner system). This search did not meet a hiring goal, but WCSU welcomed the new hire in the Secretarial/Clerical category

Division of Environmental, Facilities and Operations – Facilities Office

Selection(s): 1 White Female

For more information on the Division of Environmental, Facilities and Operations, please review the provided link at: <https://www.wcsu.edu/efs/>.

Position Summary: The Administrative Assistant will perform the most complex office administrative duties as a described in the following areas: Using a personal computer or other electronic equipment, formats and types of full range of correspondence, reports, bills, drafts, etc. from rough draft, transcription, dictated notes, etc.; proofread for content; edits using knowledge of grammar, punctuation and spelling. Designs office filing systems; organizes and maintains files (including confidential files); maintains, updates, and reviews reference materials and manuals. Composes complex letters and/or memoranda, etc. (e.g. explaining department practices and/or policies) for own or manager's signature. Researches and assembles information from a variety of sources and prepares statistical and/or narrative reports; analyzes information and may make recommendations. Acts for manger by interpreting established policies and procedures, etc.; troubleshoots by relieving manager of as much administrative detail as possible; acts for and regularly makes decisions in manager's absence (within prescribed limits of authority). Screens letters, memos, reports, and other materials to determine action required; may make recommendations to supervisor. Arranges and coordinates meetings (including space and equipment); researches, assembles and coordinates meeting materials (e.g. charts, graphs, reports); writes minutes of meetings, lectures, conferences, etc. from rough draft; takes notes using shorthand, speedwriting or machine transcription; prepares expense accounts; makes travel arrangements. Authorizes purchase and payments (within prescribed limits of authority); develops input prepares documentation for office and/or department budget; coordinates budget control and monitors; develops office and/or department procedural manuals; assists in interviewing and hiring

office support staff; trains office support staff; may supervise office support staff; performs related duties as required.

Administrative Assistant duties also include, but are not limited to: maintaining the director's calendar and schedule; collect data as needed; assist with tracking budgets and initiate purchase requests; process travel and conference paperwork; collaborate on improvements to office processes, information, and interactions with students, faculty and staff; create and/or update office manual/procedure documents, website content, social media, and any office type of communications; assist with payroll and department scheduling; greet individuals in a professional manner, utilize provided intake forms and follow established office procedures to screen students for urgent and non-urgent matters; maintain confidentiality; schedule appointments; input data in the electronic database; assist students with utilizing tablets when entering data; answer phones and take messages; manage files; arrange and coordinate meetings/take meeting minutes, and order/maintain office supplies.

Qualifications: Four (4) years of experience above the routine clerk level in office support or secretarial work. One (1) year of the General Experience must have been as a Secretary 2 or its equivalent. College training in the secretarial sciences may be substituted for the General Experience on the basis of fifteen (15) semester hours equalling one-half (½) year of experience to a maximum of two (2) years. Preference will be given to applicants who can demonstrate in their application: excellent written and verbal communication skills. Possess pleasant telephone and reception demeanor. Attention to detail, accuracy and proofreading skills. Proficiency in Microsoft Office including Outlook, Excel and Word. Experience with handling confidential materials/data. Experience in Higher Education, Banner and Supervisory experience.

APPLICANT BREAKDOWN

Fifty-five (55) applicants applied: 10 WF, 5 BF, 6 HF and 34 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications		7		3		3		29
Withdrawn from search		2		2		3		5
Received Interviewed		2						1
Referred Finalists		2						1
Hired		1						

Of the three finalists, two (2) applicants: 1 WF and 1 OF were precluded from the search:

In the in-person campus interview, one (1) WF has four (4) years of experience as a contracted temporary Administrative Assistant with the Office of Environmental and Facilities Services with Western Connecticut State University. Despite the current employment, during the interview the OF did not effectively communicate responsibilities and experience supporting the Associate Vice President/Chief Facilities Officer.

In the in-person campus interview, one (1) OF has less than one (1) year of experience supporting a CEO and executive board for a major bio-technology company in Connecticut, but limited knowledge in working with financial oversight organizations, auditors, regulatory officials.

The selected candidate, one (1) WF has thirty (30) years of experience as Executive Administrative Assistant for the CEO, CFO and corporate Presidents for three prior fortune 500 companies in New York City. The 1 WF has experience working with executive boards, Trustees, and other oversight environmental organizations in time sensitive environments. The candidate also has experience working with financial oversight organizations, auditors, regulatory officials and stockholders. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Secretarial/Clerical category

Division of Finance and Administration – Cashier’s Office

Selection(s): 1 Hispanic Female

For information about the Cashier’s Office, please review the provided link at:

<https://www.wcsu.edu/cashiers/>.

This position provides support for the Cashier’s Office at Western Connecticut State University on the Midtown Campus. The Office Assistant will be responsible for the full range of office support duties as well as a wide variety of functional coverage and back up support as needed to students and staff. Serves as a welcoming professional and student-centered first point of contact for students, faculty and staff. This position will provide office support, as well as front desk reception and telephone support to the Director of the Cashier’s Office, along with providing general support to staff in the Cashier’s Office.

Position Summary: The Office Assistant performs the most complex office administrative duties as a described in the following areas: Types a variety of materials in relation to other duties or as assigned; enters and retrieves data on personal computers and computer terminals. Sets up and maintains office procedures, filing and indexing systems and forms for own use. Composes routine correspondence. Compiles and generates recurrent technical, statistical or financial reports requiring judgment in the selection and presentation of data (format). Provides general information and referral services in response to citizen complaints or questions regarding an agency’s services or authority; responds to inquiries from other work units or departments/agencies; applies agency policies and state statutes and regulations in determining case status or responding to requests for procedural assistance; may lead lower level employees in carrying out assigned clerical functions. Maintains calendars of due dates and initiates recurring work or special clerical projects accordingly; processes a variety of documents in determining routine case status; exercises discretion in choosing appropriate follow through procedures within defined guidelines including assembling and reviewing incoming materials for accuracy, completeness and conformance to established guidelines and agency policy and procedures, verifying information through use of internal resources and contacts with sender and other work units and soliciting additional information as required by phone or form letter; processes purchase requisitions/purchase orders for subsequent action; prepares payment lists and billing invoices; receives shipments of materials and matches/verifies shipment or billing invoices against original purchase orders; maintains billing control cards, files, journals or account ledgers by posting credits, expenditures, interest, etc.; figures payments, costs, discounts and adjustments using prescribed methods and formulas; receives monies in various forms such as cash, checks and money orders and prepares for

deposit; maintains inventory and orders supplies; uses a variety of automated equipment to perform job functions; performs related duties as required.

The incumbent will be responsible for the full range of duties including, but not limited to: responding to phone and in-person requests; processing the mail and entering data into the Banner system; processing of applications for admission; maintaining student files and records; and performing related duties as required

Qualifications: Four (4) years' experience above the routine clerk level in office support or secretarial work. One (1) year of General Experience must have been as a Secretary 2 or its equivalent.

APPLICANT BREAKDOWN

Four hundred and fifty six (456) applicants applied, 130 WF, 45 BF, 2 HM (goal candidates), 35 HF, 2 OM and 242 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. Application materials included a letter of application (cover letter); a current resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications		129		43	1	34		241
Withdrew from search		1						
Received Interviewed				2	1	1		1
Referred Finalists				2	1	1		1
Hired						1		

Of the five finalists, four (4) applicants: 2 BF, 1 HM and 1 OF were precluded from the search:

In the in-person campus interview, one (1) BF has served as an Office Assistant with the Office of the Bursar for one (1) year at Southern Connecticut State University. The applicant has administrative and customer service experience and has worked with a diverse student population. The applicant has limited proficiency in the use of MS Office Suite programs. The 1 WF has no supervisory experience and limited experience with the use of Banner systems.

In the in-person campus interview, one (1) HM served as a current intern with Mercedes Benz and a cashier at the Cashier's Office at WCSU for two (2) years at WCSU. The applicant has experience working closely with the student population, and is proficient in the use of MS Office Suite programs (i.e., MS Word, Access, Excel, Powerpoint). The 1 BF has no supervisory experience and limited experience with the use of Banner systems for student services.

In the in-person campus interview, one (1) OF has served as a student employee with the Office of the Registrar for two (2) year at Western Connecticut State University. The applicant has administrative and customer service experience and has worked with a diverse student population.

The applicant has limited proficiency in the use of MS Office Suite programs and no supervisory experience.

The selected candidate, one (1) HF possessed administrative and clerical experience as an Office Assistant with the Office of Fiscal Affairs with Post University in Connecticut. The applicant had a strong administrative experience, and is proficient in the use of MS Office Suite programs (i.e., MS Word, Access, Excel, Powerpoint, Publisher). The 1 HF has limited supervisory experience. The selected candidate has a strong level of organizational skills from her time management strategies, organizational strategies and experience with the use of Banner and other in-house database systems (comparable to the Banner system). The selected candidate has a strong background in clerical positions in higher education from one prior position. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Secretarial/Clerical category

Division of Academic Affairs – Office of the Pre-Collegiate and Access Programs

Selection(s): 1 Black Female

For information about the Office of the Pre-Collegiate and Access Programs, please review the provided link at: <https://www.wcsu.edu/pcaap/>.

Position Summary: The Secretary 1 perform a variety of secretarial duties as illustrated in the following areas: Using a personal computer or other electronic equipment formats and types a full range of correspondence, reports, bills, drafts, etc. from rough draft, transcription, dictated notes, etc.; proofreads for content; edits using knowledge of grammar, punctuation and spelling. Designs office filing systems; organizes and maintains files (including confidential files); maintains, updates and reviews reference materials and manuals. Composes routine letters/memoranda, etc. (e.g. standard replies and acknowledgement letters) for supervisor's signature. Compiles information from standard sources and prepares data reports (e.g. number of forms processed during the month). Greets and directs visitors; answers phones and takes messages; answers questions requiring knowledge of terminology, organization, supervisor's responsibilities, etc. (e.g. appropriate referrals, general purpose of the unit). Scans correspondence; pulls and attaches related materials; reviews, routes and prioritizes mail. Arranges and coordinates meetings (including space and equipment); writes minutes of meetings, lectures, conferences, etc. from rough draft; takes notes using shorthand, speedwriting or machine transcription prepares expense accounts; makes travel arrangements. Maintains an inventory of supplies and equipment; orders supplies when necessary; completes, processes and maintains paperwork for purchasing (e.g. orders, requisitions, invoices, etc.); maintains time and attendance records; performs related duties as required.

Qualifications: Two (2) years' experience above the routine clerk level in office support or secretarial work. Preference will be given to those applicants who can effectively demonstrate the following in their submitted application: Excellent written and verbal communication skills. Possess pleasant telephone and reception demeanor. Attention to detail, accuracy and proofreading skills. Proficiency in Microsoft Office including Outlook, Excel and Word. Experience with front-end reception & providing excellent customer service. Experience with Banner and higher education preferred.

APPLICANT BREAKDOWN

Two hundred and ninety-four (294) applicants applied, which constituted the applicant pool for this administrative search: 3 WM (goal candidates), 43 WF, 2 BM (goal candidates), 17 BF, 1 HM (goal candidate), 17 HF, 11 OM and 200 OF.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration. Application materials included a letter of application (cover letter), which outlines interest in, and qualifications for, the position; a current resume; an online Department of Administrative Services ("DAS") online application and supplemental questionnaire.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	3	40	2	15	1	16	11	198
Withdrawn from search		1						1
Received Interviewed		2		2		1		1
Referred Finalists		2		2		1		1
Hired				1				

Of the six finalists, five (5) applicants: 2 WF, 1 BF, 1 HF and 1 OF-were precluded from the search:

In the in-person campus interview, one (1) WF has served as an Office Assistant with the Office of the Financial Aid for three (3) years at Central Connecticut State University. The applicant has administrative and customer service experience and has worked with a diverse student population. The applicant has limited proficiency in the use of MS Office Suite programs. The 1 WF has no supervisory experience and limited experience with the use of Banner systems.

In the in-person campus interview, one (1) WF served as an office clerk with the Office of Alumni Relations for Sacred Heart University. The applicant has experience working closely with the student population, and is proficient in the use of MS Office Suite programs (i.e., MS Word, Access, Excel, Powerpoint). The 1 WF has no supervisory experience and limited experience with the use of Banner systems for student services.

In the in-person campus interview, one (1) BF has served as a student employee with the Office of the Registrar for two (2) year at Western Connecticut State University. The applicant has administrative and customer service experience and has worked with a diverse student population. The applicant has limited proficiency in the use of MS Office Suite programs and no supervisory experience.

In the in-person campus interview, one (1) HF has served administrative and clerical experience with not-for-profit organizations in the last four (4) years in Connecticut. The applicant has administrative and customer service experience, but no experience working in a diverse student population. The applicant has limited proficiency in the use of MS Office Suite programs and no supervisory experience.

In the in-person campus interview, one (1) OF has served for two (2) years as an office clerk with a private utility company in Connecticut. The applicant has administrative and customer service experience, but no experience working in a diverse student population. The applicant has limited proficiency in the use of MS Office Suite programs and no supervisory experience.

The selected candidate, one (1) BF has experience in administrative and clerical experience as Graduate Assistant with the Office of Judicial Affairs with Western Connecticut State University. The applicant had a strong administrative experience, and is proficient in the use of MS Office Suite programs (i.e., MS Word, Access, Excel, Powerpoint, Publisher). The 1 BF has limited supervisory experience but has a strong level of organizational skills from her time management strategies, organizational strategies and experience with the use of Banner and other in-house database systems (comparable to the Banner system). The selected candidate has a strong

background in clerical positions in higher education from one prior position. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Secretarial/Clerical category.

Division of Students Affairs – Office of the Events and Conference Management

Selection(s): 1 White Female

For information about the Office of the Events and Conference Management, please review the provided link at: <https://www.wcsu.edu/events-mgt/>.

Position Summary: The Secretary 1 perform a variety of secretarial duties as illustrated in the following areas: Using a personal computer or other electronic equipment formats and types a full range of correspondence, reports, bills, drafts, etc. from rough draft, transcription, dictated notes, etc.; proofreads for content; edits using knowledge of grammar, punctuation and spelling. Designs office filing systems; organizes and maintains files (including confidential files); maintains, updates and reviews reference materials and manuals. Composes routine letters/memoranda, etc. (e.g. standard replies and acknowledgement letters) for supervisor's signature. Compiles information from standard sources and prepares data reports (e.g. number of forms processed during the month). Greets and directs visitors; answers phones and takes messages; answers questions requiring knowledge of terminology, organization, supervisor's responsibilities, etc. (e.g. appropriate referrals, general purpose of the unit). Scans correspondence; pulls and attaches related materials; reviews, routes and prioritizes mail. Arranges and coordinates meetings (including space and equipment); writes minutes of meetings, lectures, conferences, etc. from rough draft; takes notes using shorthand, speedwriting or machine transcription prepares expense accounts; makes travel arrangements. Maintains an inventory of supplies and equipment; orders supplies when necessary; completes, processes and maintains paperwork for purchasing (e.g. orders, requisitions, invoices, etc.); maintains time and attendance records; performs related duties as required.

Qualifications: Two (2) years' experience above the routine clerk level in office support or secretarial work. Preference will be given to those applicants who can effectively demonstrate the following in their submitted application: Excellent written and verbal communication skills. Possess pleasant telephone and reception demeanor. Attention to detail, accuracy and proofreading skills. Proficiency in Microsoft Office including Outlook, Excel and Word. Experience with front-end reception & providing excellent customer service. Experience with Banner and higher education preferred.

APPLICANT BREAKDOWN

Two hundred and seventy-three (272) applicants applied, which constituted the applicant pool for this administrative search: 1 WM (goal candidate), 65 WF, 1 BM (goal candidate), 1 BF, 5 HF, 4 OM and 195 OF.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration. Application materials included a letter of application (cover letter), which outlines interest in, and qualifications for, the position; a current resume; an online Department of Administrative Services ("DAS") online application and supplemental questionnaire.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications		64	1	1		4	3	195

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
Withdrawn from search				1			1	
Received Interviewed		1	1			1		
Referred Finalists		1	1			1		
Hired								

Of the three finalists, two (2) applicants: 1 HF and 1 OF were precluded from the search:

In the in-person campus interview, one (1) HF has served as an Office Assistant with the Office of Admissions for two (2) years and prior office/clerical experience at Western Connecticut State University. The applicant has administrative and customer service experience and has worked with a diverse student population. The applicant has proficiency in the use of MS Office Suite programs. The 1 HF has no supervisory experience and no event planning and contract management experience.

In the in-person campus interview, one (1) BM (goal candidate) served as a General Manager for the Danbury Ice Arena for six (6) months with general knowledge of event planning and contract management. The BM (goal candidate) has experience working with MS Office Suite programs (i.e., MS Word, Access, Excel, Powerpoint). The BM (goal candidate) has no supervisory experience and lacks higher education experience with the use of Banner systems for student services.

The selected candidate, one (1) WF has experience in administrative and clerical experience as Administrative Coordinator for the Clinical Skills and Simulator Center at New York Medical College. The applicant had a strong administrative experience, and is proficient in the use of MS Office Suite programs (i.e., MS Word, Access, Excel, Powerpoint, Publisher). The 1 WF has supervisory experience and organizational skills from her time management strategies, event and contract management and database tools and experience with the use of EMS software and other in-house database systems (comparable to the Banner system). The selected candidate has a strong background in administrative positions in higher education from one prior position. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Secretarial/Clerical category.

SECRETARIAL CLERICAL – SECRETARY 2

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state fundig cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there was no critical searches that was conducted and executed in the Secretarial Clerical – Secretary 2 occupational category.

Goals (3): 3 BF
Hires (0): N/A

During the reporting period, there were no executed searches in the Secretarial Clerical – Secretary 2 occupational category.

TECHNICAL & PARAPROFESSIONAL

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state fundig cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there was no critical searches that was conducted and executed in the Secretarial Clerical – Secretary 2 occupational category.

Goals (0): 1 BM, 1 HF
Hires (0): N/A

During the reporting period, there were no executed searches in the Technical and Paraprofessionaol occupational category.

SKILLED CRAFT WORKERS

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state fundig cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there was two (2) critical searches that was conducted and executed in the Skilled Craft Workers occupational category.

Goals (7): 1 BM, 6 HM
Hires (2): 1 WM and 1 WF

Division of Environmental, Facilities and Operations – General Trades Department

Selection(s): 1 White Male

For more information on the Division of Environmental, Facilities and Operations, please review the provided link at: <https://www.wcsu.edu/efs/>.

Position Summary: Performs highly skilled maintenance and/or construction work requiring application of trade skills, codes and standard trade practices in electrical, plumbing, utilities, or HVACR trade areas; makes estimates of time, personnel and determines and obtains required materials; keeps necessary records; may perform duties related to similar trade areas as required; may act as liaison with other operating units and outside contacts; may operate heavy equipment; may respond to fire and/or crash emergency situations at state owned airports; performs related duties as required. Performs highly skilled tasks in accordance with standard trade practices and codes on air systems used in heating, ventilating and refrigeration; operates, maintains, repairs, installs, modifies and assembles air conditioning and refrigeration equipment and systems which may use Freon or chilled water for air cooling means and air or water for condenser means; determines required cooling capacity of units needed for small areas; uses and interprets a psychometric chart; controls and measures air flow, room air changes and room pressurizing; monitors computerized control systems; performs minor tests for fuel specific gravity and gas leaks; adds water treatment chemicals to boilers; may install, modify, repair and assemble electrical or pneumatic controls for this type of equipment; may inspect and repair steam traps fed by main system at various locations; may remove pipe insulation materials associated with repair of pipes and fittings using OSHA approved methods.

Incumbent must be available for all shifts: Two shifts during spring, summer and fall cooling seasons. During winter heating operations, we move to a three shift schedule. All three shifts have a rotating weekend schedule. Applicants must be able to work all three shifts and able to work weekends.

Qualifications: Four (4) years of experience in the particular trade area indicated by the parenthetical title. Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for two (2) years of the general experience; Two (2) years of experience as a Qualified Craft; Worker Intern in a designated maintenance trade area may be substituted for the general and special experience; experience performing technical duties within a designated maintenance trade area on a military base, aircraft carrier or large compound may be substituted for the General and Special Experience on a year for year basis.

Preference will be given to those applicants who can demonstrate in their application: HVAC experience in an industrial, commercial or institutional environment; knowledge of standard trade practices; Implementing and practicing safety procedures; excellent interpersonal and written communication skills; trade license and experience working with steam; respirator experience

APPLICANT BREAKDOWN

Eighteen (28) applicants applied, 11 WM, 1 BM (goal candidate), and 16 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. Application materials included a letter of application (cover letter), which outlines interest in, and qualifications for, the position; a current resume; an online Department of Administrative Services (“DAS”) online application and supplemental questionnaire.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	6		1				8	
Withdrew from search	3						8	
Received Interviewed	2							
Referred Finalists	2							
Hired	1							

Of the thirteen finalists, twelve (12) applicants: 4 WM and 8 OF were precluded from the search:

In the in-person campus interview, three (3) of the WM applicants possessed the appropriate HVAC licenses and minimal professional experience to serve in the respective role. However, each of the three (3) WM applicants expressed disinterest and withdrew applications when advised about the mandated rotating shift schedule(s) and weekend assigned shift(s). One (1) WM applicant also expressed an unwillingness to use ladders, climb structures or lift equipment.

In the in-person campus interview, eight (8) of the OM applicants possessed the appropriate HVAC licenses and minimal professional experience to serve in the respective role. However, each of the eight (8) OM applicants expressed disinterest and withdrew applications when advised about the mandated rotating shift schedule(s) and weekend assigned shift(s).

In the in-person campus interview, one (1) WM possessed a HVACR license in the State of Connecticut for heating, piping and cooling and articulated having ten (10) years of experience as a (self-employed) HVACR contractor in Connecticut. The 1 WM has no experience working on a computerized work order system, but has experience performing residential and commercial HVACR/plumbing installations and repairing residential and commercial HVACR systems. The candidate expressed a willingness to use ladders, climb structures or lift equipment, but did not wish to work mandated weekend assigned shift(s).

The selected candidate, one (1) WM possessed a HVACR license in the State of Connecticut and articulated having six (6) years of experience as an Unlimited Journeyman with a construction firm in Connecticut. The 1 WM has experience working on a computerized work order system and is knowledgeable of the practices, and procedures of the HVACR trade. The candidate had strong

experience performing commercial new/basic HVACR installations, repairing coolant and freon management systems, troubleshooting and repairing complex HVACR systems and installing and servicing primary distribution systems. The candidate expressed a willingness to be mandated to rotating work shifts and weekend assigned shift(s), and also to use ladders, climb structures or lift equipment. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Skilled Craft Workers category

Division of Environmental, Facilities and Operations – Plumbing Department

Selection(s): 1 White Female

For more information on the Division of Environmental, Facilities and Operations, please review the provided link at: <https://www.wcsu.edu/efs/>.

Position Summary: In a state agency this class is accountable for performing one or more tasks of a skilled nature (requiring prior experience or training, below the level of a specialized trades worker which would give the incumbent proficiency in required knowledges, skills and abilities on the first day of the job) in addition to performing lower level duties. Only complex tasks should be learned on the job. Tasks performed will be in one or several of the following areas: building and equipment maintenance (operational and remedial) including the operation of trucks of 5 ton or greater capacity or complex motorized equipment; grounds care as a supervisor and/or specialized landscaping functions; assists Qualified Craft Workers or other higher level employees in the trades areas.

The incumbent will work 37.5 hours per week, Monday through Friday, 8:00am - 4:00pm. Incumbents: must be available for emergencies and scheduled overtime, may be exposed to extreme weather conditions; and must possess a current motor vehicle license

Qualifications: Two (2) years of experience in one of the following areas: one of the skilled trades; landscape maintenance or vegetable gardening; operation of motor trucks or large buses. Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for the general experience.

Preference will be given to those applicants who can demonstrate in their application: commercial/Industrial experience in plumbing; Carpentry, electrical and/or painting; experience performing highly skilled trades tasks in accordance with standard trade practices; experience troubleshooting and repairing; experience sourcing necessary materials, and reading general blue prints; experience updating projects and work orders through electronic systems; experience working independently; excellent written communication skills; and interacting with customers

APPLICANT BREAKDOWN

Eleven (11) applicants applied, 5 WM, 1 WF, and 5 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. Application materials included a letter of application (cover letter), which outlines interest in, and qualifications for, the position; a current resume; an online Department of Administrative Services (“DAS”) online application and supplemental questionnaire.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	3						4	
Withdrew from search	1						1	
Received Interviewed	1	1						
Referred Finalists	1	1						
Hired		1						

Of the two finalists, one (1) applicant: 1 WM was precluded from the search:

In the in-person campus interview, one (1) WM possessed a HVACR license in the State of Connecticut for heating, piping and cooling and articulated having ten (10) years of experience as a (self-employed) contractor in Connecticut. The 1 WM has no experience working on a computerized work order system, but has experience performing residential and commercial HVACR/plumbing installations and repairing residential and commercial HVACR systems. The candidate expressed a willingness to use ladders, climb structures or lift equipment, but did not wish to work mandated weekend assigned shift(s).

The selected candidate, one (1) WF possessed a HVACR license in the State of Connecticut and articulated having six (6) years of experience as general contractor. The 1 WF has experience working on a computerized work order system and is knowledgeable of the practices, and procedures of the HVACR/plumbing trade. The candidate had strong experience performing residential new/basic HVACR/plumbing installations, repairing, troubleshooting and repairing complex plumbing systems and installing and servicing primary pipeline distribution systems. The candidate expressed a willingness to be mandated to rotating work shifts and weekend assigned shift(s), and also to use ladders, climb structures or lift equipment. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Skilled Craft Workers category

SERVICE MAINTENANCE – All Titles except Custodian

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state fundig cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there was one (1) critical searches that was conducted and executed in the Service Maintenance – All Titles occupational category.

Goals (6): 1 BF, 4 HM, 1 HF

Hires (1): 1 WM

Division of Environmental, Facilities and Operations – Maintenance Department

Selection(s): 2 White Male

For more information on the Division of Environmental, Facilities and Operations, please review the provided link at: <https://www.wcsu.edu/efs/>.

Position Summary: The Landscape Technician (2 positions) will be responsible for grounds and athletic field maintenance, including snow removal operations as well as garbage and recycle routes and removal on the Midtown and Westside Campuses of Western Connecticut State University. Eligible candidates in this class must possess and retain a valid Motor Vehicle Operator's license. Will be required to work during inclement weather. 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 pre-treatment 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 the operation, maintenance and repair of small and large power/motor equipment and heavy construction and/or commercial equipment and vehicles used in landscaping. One (1) year of the General Experience must include plant selection and installation, pruning, fertilization and seeding of turf grasses. Medical exam, drug screen, and criminal background check will be required prior to offer of employment. Preference will be given to applicants who can demonstrate in their application:

experience in a large-scale service industry, experience in Grounds, Sports Fields Maintenance, and Snow Removal, including plant selection and installation, pruning, fertilization and seeding of turf grasses. Demonstrated use of technical & communicative skills. Professional Certifications such as Property Maintenance and Management. Previous experience at a college or university-like setting. Demonstrated knowledge of horticulture.

APPLICANT BREAKDOWN

Fifty-one (51) applicants applied, 12 WM, 2 HM (goal candidates), and 37 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. Application materials included a letter of application (cover letter), which outlines interest in, and qualifications for, the position; a current resume; an online Department of Administrative Services (“DAS”) online application and supplemental questionnaire.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	7				2		33	
Withdrawn from search	3						4	
Received Interviewed	2							
Referred Finalists	2							
Hired	1							

Of the ten finalists, nine (9) applicants: 4 WM and 5 OF were precluded from the search:

In the in-person campus interview, three (3) of the WM applicants possessed the appropriate landscaping professional experience to serve in the respective role. However, each of the three (3) WM applicants decline to be interviewed for unknown reasons.

In the in-person campus interview, four (4) of the OM applicants possessed the appropriate landscaping professional experience to serve in the respective role. However, each of the four (4) OM applicants decline to be interviewed for unknown reasons.

The selected candidate, one (1) WM has a Bachelor’s degree in Literature, and has six (6) years of experience with landscaping and snow removal with maintaining large grounds and the use of landscaping equipment at Masuk High School in Connecticut. The 1 WM (goal candidate) had experience maintaining athletic fields, garbage and recycling routes.

The selected candidate, one (1) WM has over ten (10) years of experience as a Landscape Technician with the State of Connecticut Department of Transportation. The 1 WM is also a proprietor and owner of a private landscaping business in Connecticut. The 1 WM (goal candidate) has direct experience maintaining large grounds, garbage and recycling routes and a strong knowledge on the use of landscaping equipment and operation. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Skilled Craft Workers category

SERVICE MAINTENANCE - CUSTODIAN

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state fundig cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there was no critical searches that was conducted and executed in the Service Maintenance – All Titles occupational category.

Goals (6): 1 BF, 4 HM, 1 HF

Hires (0): N/A

During the reporting period, there were no executed searches in the Technical and ParaprofessionaI occupational category.

PROTECTIVE SERVICES

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state fundig cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there was one (1) critical searches that was conducted and executed in the Protective Services occupational category.

Goal(s) (2): 1 WM, 1 HM

Hire(s) (1): 1 WM (goal candidate), 1 HF

Univeristy Police Department

Selection: 1 White Male (goal candidate) and 1 Hispanice Female

For more information on the University Police Department, please review the provided link at: <https://www.wcsu.edu/police>

Position Summary: The Police Officer may perform a combination or concentration of the following functions on a fixed or rotating basis as directed by the agency: Provides crowd control at various events and activities; monitors designated areas to ensure physical security and authorized access in order to prevent theft, trespass, vandalism or violation of state statutes or regulations; gives directions and routine information to the public; participates in evacuation activities in event of fire, bomb threats or other potential disasters; operates firefighting apparatus if needed; may conduct cruiser or foot patrols; may conduct bicycle patrols as weather permits. Provides traffic and/or crowd control; assesses nature of further assistance needed and makes timely and appropriate arrangements; may gather background information and provide threat assessments regarding high risk locations, safety of persons or property, biological or physical threats; may respond to emergency situations and provide CPR or first aid to injured parties; may transport or escort couriers with currency and prisoners or Absent Without Leave (AWOL) persons; may assist in search for escaped patients or inmates; may assist State Police in investigation of major criminal acts; may be required to maintain building security and perform patrol duties at time of heightened

alert level under Homeland Security procedures. Directs traffic and enforces motor vehicle and parking regulations; may initiate and conduct criminal and other investigations of violations, suspicious activities or reports of incidents occurring within jurisdiction; may conduct on site investigations, question witnesses, arrest individuals at scene and issue summons. Records information; applies for and serves arrest warrants; processes paperwork on arrests and activity reports; arranges surety and non-surety bond payments or Written Promise to Appear (WPA); provides court testimony; conducts special programs, projects and services as required; may process arrested individuals including determining charges, fingerprinting, photographing, initiating National Crime Information Computer (NCIC) check, searching, removing and inventorying personal belongings and transporting arrested persons to lock up; may conduct various safety training, certification and/or recertification courses; may perform minor equipment repairs; may make public presentations regarding crime prevention and safety; may serve as dispatcher; performs related duties as required. May enforce gaming regulations for Connecticut Lottery Corporation and casinos. Assists Conservation Enforcement Officers in the enforcement of state laws and regulations pertaining to fish, wildlife, parks, forests, boating, snowmobiling and the use of department owned or leased land facilities.

Qualifications: Knowledge of police and security practices and procedures; knowledge of relevant state and federal laws, statutes and regulations; knowledge of traffic and crowd control practices and procedures; knowledge of criminal law and court procedures; considerable interpersonal skills; oral and written communication skills; ability to analyze emergency situations and develop effective courses of action; ability to utilize computer software. Experience with Emergency situation. Dispatch, Security, Law Enforcement Experience. Providing good customer service. Experience using technology, including Microsoft Office and Law Enforcement Software. Community policing outreach experience. Applicants must be United States citizens. Candidates for this class are subject to selection standards pursuant to Section 7-294-a-e of the Connecticut General Statutes and the regulations of the Connecticut Police Officer Standards and Training Council. Incumbents in this class must possess and maintain authority from the Commissioner of Emergency Services and Public Protection to “arrest and present before a competent authority any person for any offense committed within his precinct.” (Connecticut General Statutes 29-18 and/or 10a-142) Incumbents in this class must possess and maintain certification as a law enforcement officer in the State of Connecticut pursuant to Section 7-294-a-e of the Connecticut General Statutes and the regulations promulgated by the Connecticut Police Officer Standards and Training Council. Loss of certification will result in removal from the class. Incumbents in this class may be required to maintain certifications pursuant to the regulations of the Connecticut Police Officer Standards and Training Council and/or agency requirements. Incumbents in this class must possess and maintain a valid Motor Vehicle operator’s license. Incumbents in this class may be required to obtain and retain Emergency Medical Technician (EMT) certification. Incumbents in this class must be eligible and qualified to bear arms. Incumbents in this class may be required to travel. Department of Energy and Environmental Protection: Incumbents in this class will be required to obtain and retain a Standard First Aid certificate and CPR certificate and participate in any job related training sessions. Department of Energy and Environmental Protection: Incumbents in this class must be willing to accept assignments or transfers to any region of the state consistent with departmental policies or stipulations and work a flexible schedule.

APPLICANT BREAKDOWN

Fifteen (15) applicants applied: 3 WM (goal candidates), 3 HF, 5 OM and 4 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. Application materials included a letter of application (cover letter); a current

resume/curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's professional experience.

During the review of application materials, the search committee precluded the following applicants:

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
<i>Search Process/Action</i>								
Did not meet minimum qualifications	2					2	3	4
Withdrawn from search								
Received Interviewed	1					1	2	
Referred Finalists	1					1	2	
Hired	1					1		

Of the four finalists, two (2) applicants: 2 OM were precluded from the search:

In the in-person campus interview, 1 OM possesses ten (10) years of experience as a Police Officer with the Bridgeport Police Department. The 1 OM has experience with police training and duties, but was unwilling to work an afternoon/evening shift(s) or obtain an Emergency Medical Technician (EMT) certification.

In the in-person campus interview, 1 OM possesses fourteen (14) years of experience as a Police Detective with the Waterbury Police Department. The 1 OM has experience with police training and duties, but was unwilling to work an afternoon/evening shift(s) or obtain an Emergency Medical Technician (EMT) certification.

In the in-person campus interview, one (1) WM (goal candidate) possesses thirty-five (35) years of experience as a Police Officer with the West Haven Police Department in Connecticut. The 1 WM (goal candidate) has experience with police training and duties, but was unwilling to work an afternoon/evening shift(s) or obtain an Emergency Medical Technician (EMT) certification. The selection of this candidate did meet a hiring goal, and WCSU welcomed the new hire in the Protective Services category

The selected candidate, one (1) HF possesses twenty five (25) years of experience as a Police Detective with the Danbury Police Department. The 1 WM (goal candidate) has experience with police training and duties, and is willing to work an afternoon/evening shift(s) and obtain an Emergency Medical Technician (EMT) certification. The selection of this candidate did not meet a hiring goal, but WCSU welcomed the new hire in the Protective Services category

PROMOTION GOALS
April 1, 2019 – March 31, 2020

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state funding cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there was two (2) critical promotions that was conducted and executed in the identified executive and administrative occupational categories below.

EXECUTIVE/ADMINISTRATIVE

Goals (0): N/A
Promoted (2): 1 WM and 1 WF

INTERIM CHIEF INFORMATION OFFICER (TWO POSITIONS)

Position Summary: The Interim Chief Information Officer (“CIO”) is responsible for advancing WCSU’s mission of teaching, research, and public service and ensure that information technology supports the academic and administrative data and analysis needs of a forward-looking university administration. Assess WCSU’s information technology needs, the IT infrastructure, strategic use of IT staff, security requirements and an effective allocation of resources to advance IT&I’s value to the university and its students, the system and the state. Bring cutting-edge information technology strategies and innovative financial leveraging and implementation practices to WCSU. Provide expert and trusted information technology advice to the President, senior leaders and the entire campus after seeking broad input from the university community when appropriate. Partner with other campus entities to ensure that instructional technology, e-learning, online, hybrid and distance learning environments, instructional media resources and telecommunications advance the growing needs of the academic program and student demand for diverse and technologically-supported learning environments. Advance technical literacy throughout the campus and support initiatives to improve the technology work environment so that graduates of all programs are prepared to contribute meaningfully to an increasingly technologically savvy workplace. Provide leadership on behalf of the university to CSCU to shape a strategic information technology plan, initiatives, and a culture of collaboration that will serve WCSU’s mission and lead the campus community in the development of a complementary university IT strategic plan.

Qualifications: An advanced degree in computer science, management information systems or a related field or equivalent experience is required; Minimum of six (6) years of progressively responsible professional experience in the management of information technology, preferably in a higher education environment; Deep knowledge of best practice, emerging trends and needs in higher education; Commitment to WCSU’s mission and an understanding of how to position IT as an integral part of the university’s future; Proven experience in formulating and building support for innovative IT strategies, and creatively leveraging the resources needed to implement those plans; Capacity to serve academic and administrative user needs, based on an understanding of the academic enterprise and the interests of the entire institution; Excellent communication skills, including the ability to effectively listen to all points of view, build consensus on key issues and inform constituents of policies and plans; Managerial experience and technical knowledge to strengthen IT&I’s capacity, mentor staff, advance a culture of service and work with all campus and System constituencies; Successful management experience in complex, multi-level, public organizations and, preferably, a record of working effectively within academic shared governance

and union environments, financial acumen including a history of implementing effective budget and financial strategies; Understanding of project planning and project management; Certified Information System Security Profession (CISSP); Experience in the development of security policies, procedures, program and awareness procedures is preferred; Experience with security breach response, audit coordination and compliance is preferred.

During the reporting period, the executive role was appointed as a temporary assignment to 1 WM and 1 WF, until a national executive search was to be conducted and executed in the Executive occupational category. This promotion did not meet a 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 (18): 4 BM, 7 OM, 7 OF

Promoted (6): 1 WM, 2 WF, 1 HM, 2 OM

Progress: There were six (6) faculty members who applied for promotion to Professor – 1 WM, 2 WF, 1 HM and 2 OM (goal candidates).

All six (6) 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 six (6) promotions (1 WM, 2 WF, 1 HM and 2 OM), all were interviewed and promoted. Two promotional goals (2 OM) were achieved.

ASSOCIATE PROFESSOR

Goals (12): 5 WM, 5 WF, 2 HF

Promoted (9): 3 WM, 1 WF, 1 BF, 1 HM, 1 OM and 2 OF

Progress: There were thirteen (9) faculty members that applied for promotion to Associate Professor (3 WM (goal candidates), 1 WF (goal candidate), 1 BF, 1 HM, 1 OM and 2 OF).

Thirteen (9) 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 nine (9) promotions (3 WM (goal candidates), 1 WF (goal candidate), 1 BF, 1 HM, 1 OM and 2 OF), all were interviewed and promoted. Four (3 WM and 1 WF) promotional goals 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.

PROMOTION GOALS
April 1, 2019 – March 31, 2020

Effective January 1, 2020, Connecticut State Colleges and Universities (“CSCU”) President and the System Office reinstated a hiring freeze for each state university in response to the projected state funding cuts and response to the COVID-19 pandemic. Prior to this action, hiring of certain key/required positions remained in effect with various approvals to hire in certain occupational categories by the CSCU System Office.

During the reporting period, there was no critical promotions that were conducted and executed in the identified occupational classified categories below.

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

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.

PROTECTIVE SERVICES

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.

PROGRAM GOALS

April 1, 2019 – March 31, 2020

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 new (online) exit interview questionnaire/survey form, as a reference tool for any exit interview conference(s).

Progress: This goal was fully achieved. The 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 questionnaire/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 was tested in early January 2019, and executed (completed) on March 30, 2019.

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, Western Connecticut State University (“WCSU” or “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 senior leadership of Western Connecticut State University (“WCSU” or “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 Paragraph 2 – Job Qualifications under Section J, Element No. 10: Identification of Problem Areas) 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: University 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: University 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:

**University's Career Mobility Program
Employee Records from April 1, 2019 to March 31, 2020**

Occupational Category	No. of Participants	Gender		Ethnicity				
				White	Black	Hispanic	Asian	Other
Management/ Confidential	0	Male	0					
		Female	0					
Faculty	1	Male	0		1 BF			
		Female	1					
Professional/ Non-Faculty	0	Male	0					
		Female	0					
Secretarial/Clerical	0	Male	0					
		Female	0					
Service Maintenance	2	Male	1	1 WM		1HF		
		Female	1					
Protective Services	0	Male	0					
		Female	0					

With that in mind, the University's 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 University's 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:

Western Connecticut State University ("WCSU" or "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/office announcement boards, department head offices, and common areas in the University's Library, Human Resources Department, Office of Diversity and Equity, in the academic and student department offices for 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. University 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 <http://www.wcsu.edu/diversity/grievance.asp> and the Board of Regents for Higher Education also has a Grievance Procedure posted on the CSCU website at <http://www.ct.edu/files/pdfs/policy-Discrimination-Complaint-Procedure.pdf>.

- 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 virtually (in on-line platforms). The University CaRRT (“Campus Response and Resource Team”) also attended training-related sessions on 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:

- 1) 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.
- 3) 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.
- 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:
- 1) 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 Office) will provide career counseling sessions with employees and discuss educational, promotional opportunities and opportunities within the CSCU. Each office (and representative) assist with the a 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, Western Connecticut State University (“WCSU” or “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: **University’s participation in on and off-campus programming**

During the reporting period, the University participated in the following youth programs:

From April 1, 2019 to March 31, 2020, 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 October X, 2019, Members of the University’s Gender and Sexuality Alliance (“GSA”) as well as students not affiliated with the GSA attended the 1st CSCU PRIDE Conference (see attached flyer). Joined by participants from the northeast and nationally, the comprehensive conference will focus on LGBTQ+ inclusion workshops. Hosted at Middlesex Community College, PRIDE means “**Promoting Respect, Inclusion, Diversity Everywhere** in order to open dialogue with members of the LGBTQ+ community.

(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 had sponsored internships:

- AccessAbility Services – 2 WF, 1 HM, 1 OF
- Ansell School of Business – 1 WM, 2 WF, 2 OM, 2 OF
- Alumni Office – 1 WF, 1 HM
- Diversity and Equity – 1 WM, 1 HF
- Division of Student Affairs – 3 WM, 2 WF, 3 BM, 1 BF, 1 HM
- Enrollment Management – 1 HF, 1 OM
- Graduate Studies – 1 WF
- Honors Program – 1 WM, 2 WF, 1 HF, 1 OF
- Intercultural Affairs – 1 WM, 2 WF, 2 BM, 2 BF, 2 HM, 1 HF
- Macricostas School
(Arts and Sciences) – 1 WM, 1 WF, 1 BM, 2 HF
- Office of Financial Aid – 1 WM, 2 WF, 1 BM, 1 HM, 2 HF
- Office of Admissions – 3 WM, 2 WF, 3 BM, 1 BF, 1 HM
- President's Office – 1 WF
- School of Prof. Studies – 1 WF, 1 BF
- VPAC – 1 WF, 1 OM, 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 may employ up to 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 (see attached documentation). 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.

Institutional Payroll 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:

<http://www.wcsu.edu/careersuccess>

(7) **Day Care Programs: N/A**

During the reporting period, the University had suspended the operation of the Child Care Center for health and safety purposes.

(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: University's Pre-Collegiate and Access Programs**

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 – 8th 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:

<http://www.wcsu.edu/pcaap/>

(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:

<https://www.wcsu.edu/facultystaff/handbook/pages/fac-fund-app.asp>

President’s Initiative Fund: 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 (September 15th – October 15th), Domestic Violence Awareness Month (October), Veteran’s Day commemorations (November), Black History Month (February), Women’s History Month (March), and Sexual Violence Awareness Month (April).

For more information about this Fund and updates, please visit:

<http://www.wcsu.edu/newsevents/pif-updates.asp>

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:
<http://www.wcsu.edu/minority/>

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:
<https://wcsu.edu/suoaf/documents/MRM%20Application.pdf>
<https://wcsu.edu/suoaf/documents/MRM%20Guidelines.pdf>

University's Fall and Spring Semester Diversity Events Calendar

At WCSU, 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. Every Fall and Spring semesters, the University's Office of Diversity and Equity sponsors and promotes the use of the University Diversity Events Calendar. This calendar is posted on the primary university webpage (each applicable semester) to offer the university (and general) community an opportunity 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 (copies attached), you can visit the Office of Diversity and Equity website link(s) at:

<http://wcsu.wpengine.com/diversity/diversity-events-calendar-fall-2019/>
<https://www.wcsu.edu/diversity/diversity-events-calendar-spring-2020/>

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: <http://www.wcsu.edu/community-service/volunteer-opportunities/>

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.

For more information about this event, please visit:
<http://www.wcsu.edu/community-service/events/>

Western's Day of Service

On September 20, 2019, 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: <http://www.wcsu.edu/community-service/western-day-of-service/>

Garden Volunteer Days

Garden Volunteer Days are scheduled daily for volunteer participation. Earth Day was scheduled for April 22, 2020, but unfortunately, due to COVID-19 no events were scheduled. The Jane Goodall Permaculture Garden provides updates and details about these volunteer days planned in the greenhouse and the garden.

For more information about these initiatives, please visit:
<https://www.wcsu.edu/goodall/permaculture/updates/>

Animal Week

On April 17, 2019, the University hosted animal-related events and activities on the midtown campus. The events were free to the public and WCSU students to participate.

For more information about this event, please visit:
https://m.wcsu.edu/newsevents/event.asp?event_id=42568

Fairfield County's Community Foundation – Giving Day

On February 27, 2020, 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:

<https://fcgives.org/>

University's Provost Blog

Initiated in October 2018, Dr. Missy Alexander, University Provost and Vice President for Academic Affairs has launched a monthly blog that highlights topics ranging from accreditation initiatives, developing of new academic curricula and assessment plans, strategic planning initiatives, and recent trends in higher education. The blog is open to the university community and general public.

For more information about this initiative, please visit:

<https://wcsuprovostblog.com/author/wcsuprovost/>

- (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:

- **March 31, 2020: WCSU for Holistic Health Studies – Health, Fitness and Wellness Fair (CANCELLED DUE TO COVID-19)**

The University was to host 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; do-TERRA 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:

<http://www.wcsu.edu/news/2018/04/09/wcsu-to-host-health-fitness-and-wellness-fair/>

- **Fall 2019 Semester Exhibition: American Subtitles**

American Subtitles is an example of artwork which lends an interpretive voice to a growing list of crises existing in our nation which seem to be misunderstood, ignored, or not given the proper attention to resolve. The work on exhibit interprets jazz, and the American experience for people of color through collage, paintings and sculptured pieces of art. The body of work on display invites and

challenges the viewer to explore their own contributions to humanity, while encouraging unity and diversity.

Featured Artist(s) are:

- Andres Chaparro: www.chaparroart.com
- Donald Boudreaux: www.jubileefineart.com/donald_boudreaux.htm
- Robert Charles Hudson: N/A

An opening reception for the artists will take place on **Thursday, August 29th, 2019, from 6:00 p.m. to 8:00 p.m.**, in the VPAC Art Gallery on the university's Westside campus, 43 Lake Ave. Extension in Danbury.

The exhibition will be open for viewing from 12:00 p.m. to 4:00 p.m., from Monday through Friday and from 1:00 p.m. to 4:00 p.m. on Saturday and Sunday. Admission for the opening reception and general viewing will be free and open to the public; reservations to attend the reception should be made online on the VPAC events [web page](#).

- **Fall 2019 Semester M.F.A. Artist Lecture Program**

Six artists whose paintings, illustrations, sculptures and mixed-media works have been widely exhibited to critical acclaim across the United States and abroad will discuss their artistic philosophies and creative process during the [Western Connecticut State University](#) fall semester Master of Fine Arts lecture series continuing from **September 17 through November 18, 2019**. All lectures, sponsored by the WCSU [Department of Art M.F.A. in Visual Arts](#) program, will be at 11 a.m. in Room 144 of the [Visual and Performing Arts Center](#) on the WCSU Westside campus, 43 Lake Ave. Extension in Danbury. Admission will be free and the public was invited.

For more information about this event, please visit:

<https://www.wcsu.edu/news/2019/09/12/wcsu-to-present-fall-semester-m-f-a-artist-lecture-program-2/>

- **December 1, 2019: World AIDS Day**

On December 1, 2018, 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

- **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: <http://wcsu.edu/ihhs/>

- **Visual and Performing Arts Center 2019-2020 and 2020-2021 Seasons**

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 [Steinway Model “D”](#) (Hamburg) and a [Yamaha CFX](#), the flagship of the Yamaha concert piano line. A recording studio houses WCSU’s new Audio and Music Production degree program and features a [Solid State Logic Duality](#) 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:

<http://www.wcsu.edu/svpa/events/>

On February 23, 2019, Dr. John Clark, University President and Brian Vernon, Dean for the School of Visual and Performing Arts, hosted a community concert in honor 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:

<http://www.wcsu.edu/svpa/mariananderson/>

- **2019-2020 Career Success Center Job Fairs**

On March 25, 2020, 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: <http://wcsu.edu/careersuccess/students/career-fair/>

Section P

Element No. 16

**INNOVATIVE
PROGRAMS**

Sec. 46a-68-93

(ATTACHMENTS AND DOCUMENTATION)

Subject: Office of Diversity and Equity re: Welcome Message and Fall 2019 Diversity Events Calendar
Date: Wednesday, August 28, 2019 at 11:22:46 AM Eastern Daylight Time
From: Office of Diversity and Equity <ode@wcsu.edu>
To: users-stu <users-stu@wcsu.edu>, users-aca <users-aca@wcsu.edu>, users-adm <users-adm@wcsu.edu>

Attachments: image001.jpg, image003.png, image005.jpg, image006.jpg

From the Office of Diversity & Equity

To all Students, Faculty, and Staff,

“Welcome” to new students, faculty and staff and “welcome back” returning students, faculty and staff to Western Connecticut State University (“WCSU”).

Our campus prides itself on creating an environment that is welcoming and supportive for every person here. We are a university with strong academic programs, a culture of student involvement and great campus traditions. WCSU offers quality education to talented and motivated undergraduate and graduate students. While it is the place you will spend considerable time learning in classrooms, labs and co-curricular spaces, it is also a campus community that you will call home for the next few years of your lives. Your journey as an undergraduate and graduate student marks an important point in your developmental cycle as a human being. The time you spend at WCSU pursuing your academic endeavors will play an important part in your future career trajectory. The energy you invest in building friendships, engaging with campus organizations and forging relationships with your peers, your professors, and leaders across campus will influence your life trajectory. Embracing diversity as an important aspect of your opportunities for learning at WCSU. We recognize that in the midst of our rich diversity lies meaning in the common bond that connects us as part of the WCSU family. WCSU is proud of its public, land-grant mission, which commits us to being a university with global impact, while also serving the needs of this state. Please know that you, as WCSU students, are our greatest asset. My hope is that, as you begin this semester, you will engage in opportunities that fully prepare you to successfully navigate our increasingly diverse society and global economy.

Enclosed, please [click here](#) to access the Fall 2019 Semester Diversity Events Calendar that allows students, faculty, and staff to receive information on valuable training, networking, and career-building opportunities to engage in diversity-related activities on campus. To learn more about the upcoming workshops and/or events on the calendar, or for more information about the Office of Diversity and Equity, please [click here](#) to visit our webpage or feel free to either contact a member of the Office of Diversity and Equity at (203) 837-8444 and/or send an email to ode@wcsu.edu.

Welcome to WCSU and best wishes for an impactful academic year.

Jesenia Minier-Delgado, MPA

Chief Diversity Officer
ADA and Title IX Coordinator
Office of Diversity and Equity
Western Connecticut State University
181 White Street
University Hall, Room 214

Danbury, Connecticut 06810
Telephone: (203) 837-8277
Fax: (203) 837-8503
PRONOUNS: SHE, HER, HERS
www.wcsu.edu/diversity/



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Subject: REMINDER: November 2019 Cultural Diversity Events
Date: Wednesday, November 6, 2019 at 4:36:20 PM Eastern Standard Time
From: Office of Diversity and Equity <ode@wcsu.edu>
To: users-aca <users-aca@wcsu.edu>, users-adm <users-adm@wcsu.edu>, users-stu <users-stu@wcsu.edu>
Priority: High
Attachments: image002.jpg, image004.png, image006.jpg, image008.jpg, 2019 I'm First Poster.pdf, Martín Espada and Lauren Marie Schmidt[1][1].pdf

From the WCSU Office of Diversity & Equity

The WCSU Office of Diversity and Equity (“ODE”) is committed to providing guidance and resources in support of the university’s commitment to building a more diverse and inclusive institution. ODE looks to establish and sustain a rich campus culture that deepens our intellectual environment in addressing inclusive excellence and diversity programming for students, faculty, and staff. In the Fall 2019 semester, ODE is offering the following featured events and workshops, in the month of November, to advance diversity, equity and inclusive with opportunities to extend knowledge, perspectives, and experiences vital to performing effectively in a culturally diverse, connected society.

Your commitment is paramount in highlighting the importance of individual attendance and/or to assist in promoting student, faculty and staff attendance at the following upcoming featured events and/or programs:

Event: WCSU “I’m First” Celebration of First-Generation Students

Thursday, November 8, 2019, 10:00 a.m. to 2:00 p.m.

Higgins Hall Patio, Midtown Campus

See attached poster for the event

Workshop: “Am I Overreacting?” Understanding and Combating Microaggressions

Wednesday, November 13, 2019, 2:00 p.m. to 3:30 p.m.

Room 202, Midtown Student Center, Midtown Campus

RSVP is needed by or before November 12, 2019, by email at ode@wcsu.edu

Event: Poetry reading and Q&A session featuring Martín Espada and Lauren Marie Schmidt

Thursday, November 14, 2019, 6:00 p.m. to 7:00 p.m.

Student Center Theater, Midtown Campus

See attached flyer for the event

In support of this message, President John B. Clark looks to see a solid commitment by members of the WCSU community in attendance at these upcoming events. Your commitment to attend and/or support these featured events is paramount and at the cornerstone of diversity, equity and inclusion at WCSU. Please attend and/or be part of the learning environment at WCSU. I also ask that you share this information with either community members, high school/middle school students and/or other colleagues from the local area.

Please [click here](#) to check out the electronic Fall 2019 Cultural Diversity Events Calendar as new events may be added and/or are subject to change.

Best. Jesenia

Jesenia Minier-Delgado, MPA
Chief Diversity Officer
ADA and Title IX Coordinator
Office of Diversity and Equity
Western Connecticut State University
181 White Street
University Hall, Room 214
Danbury, Connecticut 06810
Telephone: (203) 837-8277
Fax: (203) 837-8503

PRONOUNS: SHE, HER, HERS

www.wcsu.edu/diversity/



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**WESTERN CONNECTICUT
STATE UNIVERSITY**

**I'm
First!**

ARE YOU FIRST?

(THE FIRST IN YOUR FAMILY TO ATTEND AND GRADUATE FROM COLLEGE)

**JOIN US TO CELEBRATE
FIRST-GENERATION STUDENTS**

NOV 8 | 10 AM - 2 PM

Higgins Hall Patio, Midtown Campus

Rain Location: Midtown Student Center Restaurant

- An event for the university community
- Tell your story (video capture)
- "I'm First" t-shirt - limited quantity
- Group Photo at 1:45 PM

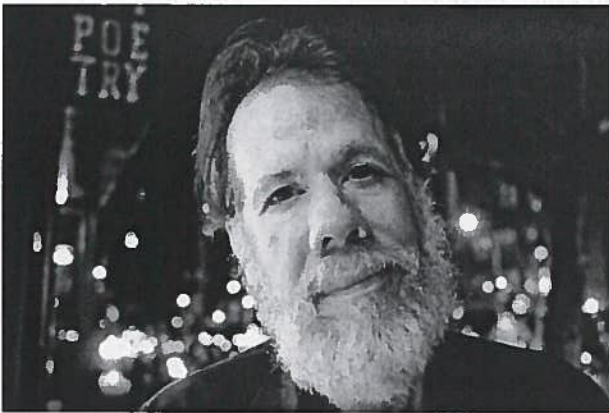
Sponsored by: Pre-Collegiate and Access Programs
Institutional Advancement
Division of Enrollment Services

203-837-8801 | pcaap@wcsu.edu
KathWari Honors Program
Office of Diversity & Equity

Martín Espada and Lauren Marie Schmidt

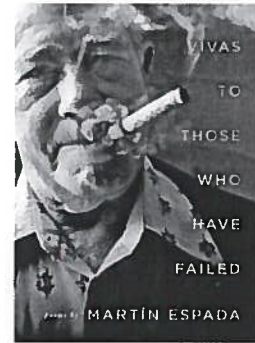
at Western Connecticut State University
Thursday, November 14
6 pm, Student Center Theatre on the Midtown Campus

Poetry Reading with Q&A and Book Signing



Award, an Academy of American Poets Fellowship, the PEN/Revson Fellowship, and a Guggenheim Fellowship. *The Republic of Poetry* was a finalist for the Pulitzer Prize. His book of essays, *Zapata's Disciple* (1998), banned by the state of Arizona from the Mexican-American Studies Program at the University of Arizona, has been issued in a new edition by Northwestern University Press. He is the editor of *What Saves Us: Poems of Empathy and Outrage in the Age of Trump*, recently released from Northwestern University Press. A former tenant lawyer in Greater Boston's Latino community, Espada is a professor of English at the University of Massachusetts-Amherst.

One of the most significant poets of his generation, Martín Espada has published almost twenty books as a poet, editor, essayist, and translator. His latest collection of poems from Norton is *Vivas to Those Who Have Failed* (2016). His many honors include the \$100,000 2018 Ruth Lilly Poetry Prize, the Shelley Memorial Award, the Robert Creeley Award, the National Hispanic Cultural Center Literary Award, an American Book

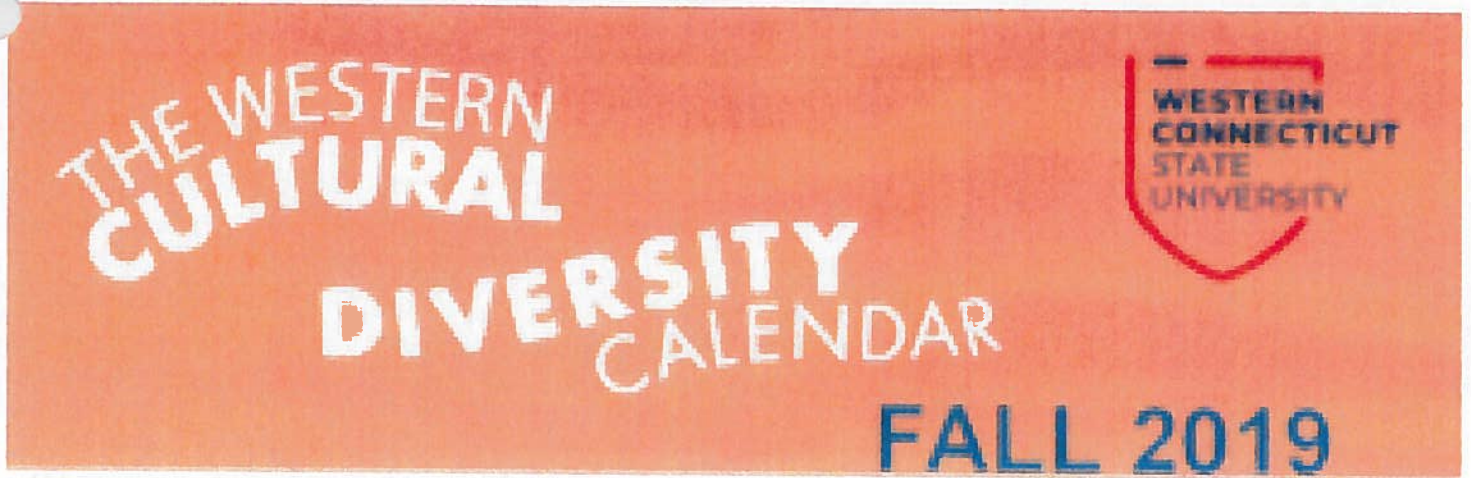


Lauren Marie Schmidt is the author of four collections of poetry, most recently *Filthy Labors*, from Northwestern University Press. Her *Psalms of The Dining Room* comprises a sequence of poems about her volunteer experience at a soup kitchen in Eugene, Oregon. Her work has appeared in journals such as *North American Review*, *Alaska Quarterly Review*, *Rattle*, *Nimrod*, *Painted Bride Quarterly*, *PANK*, *New York Quarterly*, *Bellevue Literary Review*, *The Progressive*, and others. Her awards include the So to Speak Poetry Prize, the Neil Postman Prize for Metaphor, The Janet B. McCabe Prize for Poetry, and the *Bellevue Literary Review's* Vilcek Prize for Poetry.



Co-Sponsored by the Writing Department, the MFA in Creative and Professional Writing, the Office of Diversity and Equity, the World Languages and Literature Department, and the Macriostas School of Arts & Sciences

Diversity Events Calendar – Fall 2019



September



Leadership Respect Pride
Hispanic Heritage Month Identity
 Religion Solar Accomplishments Diversity Familia Latino
 Latina Service Unidos Culture Celebration

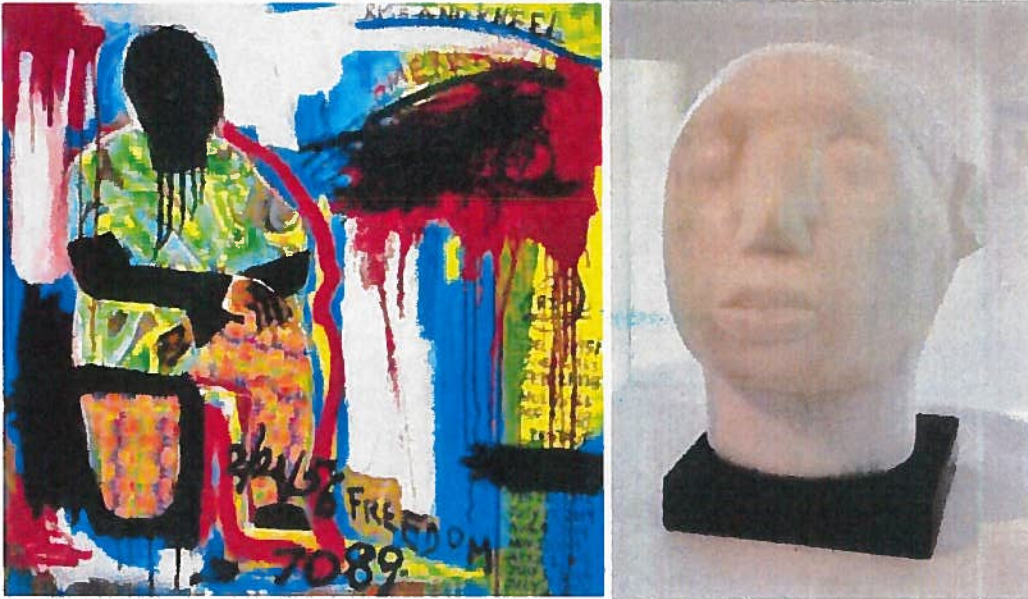


Hispanic/Latinx Heritage (“HLH”) Month at WCSU

An official celebration of those American citizens whose ancestry can be traced back to Spain, Mexico, Central and South America and the Caribbean. The tradition of the Hispanic/Latinx Heritage celebration started out as a week-long event in 1968. Twenty (20) years later, in 1988, the celebration expanded to dedicate a whole month starting and ending in the middle of the month and inclusive of the Day of the Dead (“*Día De Los Muertos*”) on November 2nd, to represent a traditional event in Mexico paying homage to loved ones who have past on. Hispanic/Latinx Heritage Month pays tribute to the generations of Hispanic/Latinx Americans who have positively influenced and enriched our nation and society.

The celebration will take place between September 15th and October 15th and up to November 2nd. The 15th marks as the independence day of five Latin American countries: Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. While Mexico, Chile, and Belize follow shortly after on the 16th, 18th and 21st respectively. Below are the listed events happening in September and October in celebration of Hispanic/Latinx Heritage Month:

HLH Exhibition: American Subtitles



Exhibition opens from August 26th, 2019 to October 31st, 2019

In the Art Gallery on the West Side Campus, Visual and Performing Arts Center ("VPAC")

Sponsored by the [Art Department](#), [Visual and Performing Arts Center \("VPAC"\)](#) and the [Office of Diversity and Equity](#).

American Subtitles is an example of artwork which lends an interpretive voice to a growing list of crises existing in our nation which seem to be misunderstood, ignored, or not given the proper attention to resolve. The work on exhibit interprets jazz, and the American experience for people of color through collage, paintings and sculptured pieces of art. The body of work on display invites and challenges the viewer to explore their own contributions to humanity, while encouraging unity and diversity.

Featured Artist(s) are:

Andres Chaparro: www.chaparroart.com

Donald Boudreaux: www.jubileefineart.com/donald_boudreaux.htm

Robert Charles Hudson: N/A

An opening reception for the artists will take place on **Thursday, August 29th, 2019, from 6:00 p.m. to 8:00 p.m.**, in the VPAC Art Gallery on the university's Westside campus, 43 Lake Ave. Extension in Danbury.

The exhibition will be open for viewing from 12:00 p.m. to 4:00 p.m., from Monday through Friday and from 1:00 p.m. to 4:00 p.m. on Saturday and Sunday. Admission for the opening reception and general viewing will be free and open to the public; reservations to attend the reception should be made online on the VPAC events [web page](#).

Workshop: Filling in the Gaps – Addressing Mental Health on WCSU's Campuses



#break the stigma

Monday, September 9th, from 12:30 p.m. to 2:30 p.m.

Midtown Campus, White Hall, Room 122

and

Tuesday, September 10th, from 1:00 p.m. to 3:00 p.m.

West Side Campus, Campus Center Ballroom

Sponsored by the [Office of AccessAbility Services](#), in partnership with the [Counseling Center](#) and the [Office of Diversity and Equity](#).

"[Filling in the Gaps – Addressing Mental Health on WCSU's Campus](#)" is an interactive presentation by [Laura DiGalbo](#), a nationally known expert on mental health and the intersectionality of mental health on college campuses. [This presentation is open to all WCSU Faculty, Staff, and Administrators.](#)

Over the last several years, the Office of AccessAbility Services has seen an increased in various student populations who may have psychological disabilities while enrolled at WCSU. Nationally, mental health conditions are the fastest growing issues on college campuses amongst varying populations with numerous social characteristics. Through this interactive presentation, we are attempting to:

- 1) Raise awareness about issues related to student mental health and how it may impact retention/graduation,
- 2) Improve academic conditions on campus for students with mental health conditions and intersectional characteristics that may be present, and
- 3) Offer guidance and support tools for faculty, staff and administrators on how to address mental health conditions.

HLH Online: Welcome to the Electronic-Cookbook (E-Cookbook) Challenge

Due Date: September 20, 2019



Sponsored by the [Office of Diversity and Equity](#) and [Sodexo Food Service](#)

In honor of Hispanic Heritage/Latinx Month, the Office of Diversity and Equity ("ODE"), in conjunction with Sodexo, is hosting an E-Cookbook Challenge. The saying **"the way to a person's heart is through their stomach"** definitely rings true. During this month, we are gathering recipes from different countries to share and enjoy together. We are asking the university community to submit recipes either known to you or that you've grown up with to showcase dishes from around the world. ODE will compile a digital E-Cookbook of the submitted ethnic inspired recipes. ODE is reaching out to all cooks (and non-cooks) to share their ethnic inspired recipes, stories and experiences.

If you have a recipe you would like to share or have questions, please [click here](#) to fill in and complete the **E-Cookbook Challenge Recipe Form**. Once completed, please send your completed form as an email to ode@wcsu.edu. Deadline to submit one (or more) recipe(s) is **Tuesday, September 20, 2019**. Three prizes will be awarded to the cooks with the best recipes. Prizes include:

- (1) First place winner will receive a \$100.00 WCSU Bookstore Gift Card;
- (2) Second place winner will receive brand new Keurig Single-Serve K-Classic Coffee Machine; and
- (3) Third place winner will receive a paid voucher to the Danbury Room Monthly Sodexo Dinner experience for two (2) guests.

At the end of September, the named winners will be invited to participate in the upcoming E-Cookbook Tasting Celebration to be hosted on October 8, 2019. All of the submissions will be shared as a digital E-Cookbook with the WCSU community through a link on our website by the end of October. When submitting recipes, please accurately fill out the [E-Cookbook Challenge Recipe Form](#) and include the following:

1. Nationality of the recipe (i.e., Colombian, Cuban, Mexican, Peruvian, African, Thailand, Asian, etc.)
2. The reference for the recipe. References should indicate the name, author, date & publisher of a cookbook, or if the recipe is a personal one, the reference should include: name of the chef, his/her college/department, and nationality
3. A photo of the cooked meal or you may want to submit a photo of you as well **(optional)**
4. List any information about one (or more) inter-changeable ingredients(s) in the recipe.

This challenge is open to WCSU students, faculty and staff.

Keisha Stokes

From: Office of Diversity and Equity
Sent: Wednesday, August 28, 2019 1:26 PM
To: users-stu; users-aca; users-adm
Subject: Fall 2019 Event: WCSU E-Cookbook Challenge
Attachments: Cookbook Challenge Recipe Form PDF[3].pdf; Hispanic Heritage Month Flyer Final .pdf

From the Office of Diversity & Equity

To all Students, Faculty, and Staff,

In celebration of Hispanic/Latinx Heritage Month, the Office of Diversity and Equity (“ODE”), in conjunction with Sodexo, is hosting an E-Cookbook Challenge. *The saying 'the way to a person's heart is through their stomach' definitely rings true. During this month, we are gathering recipes from different countries to share and enjoy together.* We are asking the university community to submit recipes either known to you or that you've grown up with to showcase dishes from around the world. ODE will compile an E-Cookbook to share favorite cultural recipes. ODE is reaching out to all cooks to share their culturally inspired recipes. If you have a recipe you would like to share or have questions, please send the attached and linked [E-Cookbook Challenge Recipe Form](#) by email to ode@wcsu.edu. The deadline to submit recipes is **September 20th, 2019**. Three prizes will be awarded to the cooks with the best recipes. Prizes include a \$100.00 Bookstore Gift Card, Keurig Coffee Machine and a Danbury Room Voucher. The selected recipes will be showcased at an upcoming E-Cookbook Tasting celebration (see attached flyer) on October 8th, 2019 from 12:00 p.m. - 2:00 p.m. at the Midtown Student Center Restaurant. At the end of September, the named winners will be invited to participate in the upcoming E-Cookbook Tasting Celebration. All of the submissions will be shared as a digital E-Cookbook with the WCSU community through a link on our website by the end of October. When submitting recipes, please accurately fill out the [E-Cookbook Challenge Recipe Form](#) and include the following:

- Nationality of the recipe (i.e. African, Chinese, Colombian, Cuban, Dominican, Jamaican, Mexican, Peruvian, Polish, Puerto Rican etc.)
- The reference for the recipe. References should indicate the name, author, date, & publisher of a cookbook, OR if the recipe is a personal one, the reference should include: the name of the chef, his/her college/department, and nationality. (Optional to identify)
- A photo of the cooked meal(s) when possible. You may want to submit a photo of yourself, as well. (Optional)
- List any information about one (or more) culturally inter-changeable ingredient(s) in the submitted recipe(s).

Join the challenge and let's celebrate together!

Jesenia Minier-Delgado, MPA
Chief Diversity Officer
ADA and Title IX Coordinator
Office of Diversity and Equity
Western Connecticut State University
181 White Street
University Hall, Room 214

Danbury, Connecticut 06810

Telephone: (203) 837-8277

Fax: (203) 837-8503

PRONOUNS: SHE, HER, HERS

www.wcsu.edu/diversity/



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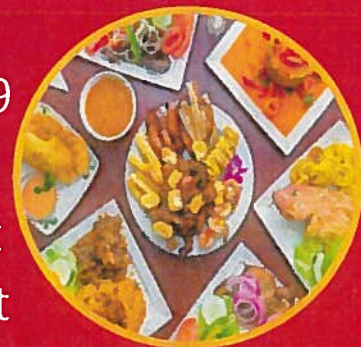


E-Cookbook Tasting Celebration

Celebrating Hispanic/Latinx Heritage Month!
Live Music & Performance by the Dance Team



October 8th, 2019
12:00 - 2:00 p.m.
Midtown Student
Center Restaurant



Hosted By: The Office of Diversity & Equity / Sodexo



E-COOKBOOK CHALLENGE RECIPE FORM

When submitting recipe(s), please include: Nationality of the recipe (i.e. African, Chinese, Colombian, Cuban, Dominican, Jamaican, Mexican, Peruvian, Polish, Puerto Rican etc.) The reference of the recipe(s). Reference should indicate the name, author, date, & publisher of a cookbook, OR if the recipe(s) is a personal one, the reference should include: the name of the chef, his/her college/department and nationality. A photo of the cooked meal(s), and/or yourself is optional.

CONTACT DETAILS			
Submitted by:			
Telephone:		Email:	
Name of Recipe:		Nationality:	
Reference of Recipe:			
BACKGROUND: We would like to hear the story behind this recipe and why it is special to you.			
INGREDIENTS: List all ingredients in order used. Give measurements in common fractions and include the size and weight of cans, packages, etc. List any information about one/ more inter changeable ingredient(s) in the recipe.			
METHOD: Describe the cooking process in correct food preparation terms. State size of pans, temperature and cooking time.			

Please submit one (or more) completed recipe(s) forms to: ode@wcsu.edu no later than Friday September 20th, 2019.
The winners will be notified by ODE by September 27th, 2019
Thank you!

October

Domestic Violence Awareness (“DVA”) Month at WCSU

Domestic Violence Awareness Month takes place every October. It evolved from a Day of Unity first observed in October, 1981 by the National Coalition Against Domestic Violence (<http://www.ncadv.org/>). The intent was to connect advocates for survivors of abuse across the nation who were working to end violence against women and their children. The Day of Unity soon became a special week when a range of activities were conducted at the local, state and national levels, and has since grown to become a federally observed month of awareness and action on domestic violence.

Across the country, families and friends of victims have gathered during Domestic Violence Awareness Month to remember and honor their loved ones who have lost their lives at the hands of a person they once loved and trusted. **Below are the listed events happening in October to educate/bring awareness for DVA Month:**

Announcement: Girl Talk Support Group



Sponsored by the Women's Center for Greater Danbury (<https://www.wcsu.edu/womenscenter/>)

Every semester the Women's Center facilitates a group called **Girl Talk** ([/diversity/wp-content/uploads/sites/37/2019/09/Girl-talk-support-group-for-women-1.pdf](https://www.wcsu.edu/diversity/wp-content/uploads/sites/37/2019/09/Girl-talk-support-group-for-women-1.pdf)) as a safe space for college students at WCSU can talk about topics such as self-esteem, relationships, goals, identity, peer support, and more. It is a great space for student to connect with other students

and talk about things they are facing day to day. We will meet for one hour a week for over an 8-week period. The time and day is still TBD, but the group begins meeting on the week of September 16th. In order for us to determine a time that works for the greatest number of people we are asking students to participate in our doodle poll:

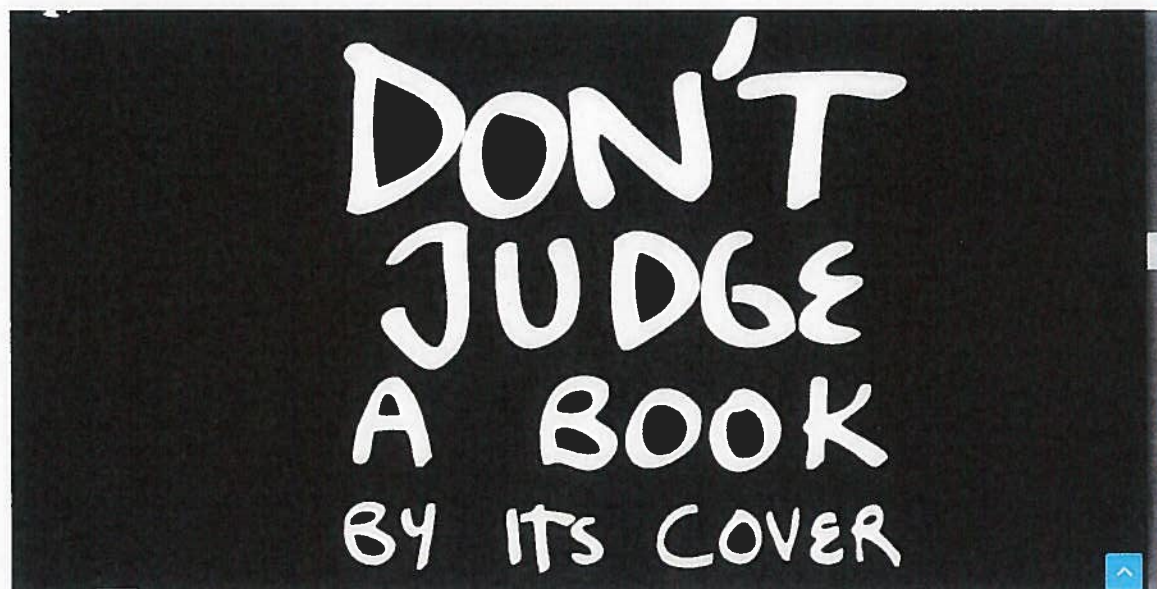
If you know of a student whom you think might benefit from a support group, please encourage them to contact Sydney Trezza, Director of Campus Counseling and Advocacy with the Women's Center for Greater Danbury at (203) 837-3939 or by email at trezzas@wcsu.edu (<mailto:trezzas@wcsu.edu>) or you can fill out the doodle poll.

Event: WCSU Human Library Book



The Human Library explained in a Minute

from [Human Library Organization](#)



Tuesday, October 1st, Time: 1:00. p.m. to 5:00 p.m.

Midtown Campus, Haas Library

Sponsored by the [WCSU Library Administration](#)

Library Services will be holding its first ever [Human Library](#) event. A Human Library is an event that facilitates discussion between people of different backgrounds and experiences. By hosting a local Human Library event, we hope to break down barriers and challenge assumptions in our own community via the introduction of a wide range of personalities, experiences, and belief systems. The collection will be comprised of volunteers who have agreed to be "books" and share their stories and/or their expertise. Readers can "borrow" human books for up to 20 minutes at a time, which allows them to learn something new and ask questions about the book's topic.

Events around the world have featured books with varying religious, cultural, ethnic, or political affiliations; books who have struggled with various kinds of adversity – homelessness, crime, abuse, food insecurity; books who suffer from serious physical challenges – eating disorders, addiction, learning disabilities, ADHD, mental illness; and many more. You can view a list of human books on the [Human Library Organization's](#) website.

For more information, please email Professor Julie Hunter at hunterj@wcsu.edu about the listed event or view the above-short video about the Human Library Book.

Open to the public, WCSU students, faculty and staff.

WCSU Libraries to host 'Human Library' event on Oct. 1

Volunteer 'human books' from diverse backgrounds to share their stories with readers

DANBURY, CONN. — The Western Connecticut State University (<http://www.wcsu.edu/>) Libraries



(http://libguides.wcsu.edu/wcsu_libraries/home) will host the first Human Library event (<https://libguides.wcsu.edu/c.php?g=929007&p=6692962>) at WCSU on **Tuesday, Oct. 1, 2019**, offering members of the university and area communities an opportunity to hold one-on-one conversations with "human books" — volunteers from diverse backgrounds who will share their unique stories and challenges.

The event will be held from 1 to 5 p.m. on the first floor of the Haas Library on the university's Midtown campus, 181 White St. in Danbury. Admission will be free and the public is invited to participate.

Participant "readers" may "borrow" one or more human books, each for a check-out period of up to 20 minutes to conduct a conversation. The human books will deliver a short summary of their personal story and answer questions from their readers.

The human books for the WCSU event represent members of the university and regional communities, selected with the goal of affording many opportunities to learn about diverse cultural and ethnic backgrounds and life experiences. The national Human Library organization website (<https://humanlibrary.org/>) described the program as "a safe space for dialogue where topics are discussed openly between our human books and their readers," and "where difficult questions are expected, appreciated and answered."

WCSU Director of Library Services Veronica Kenausis explained that the Human Library, founded in Denmark in 2000, has spread to more than 80 countries over the past two decades. "Events around the world have featured 'human books' who are drawn from various religious,

cultural, ethnic and political backgrounds," Kenausis said. "They have struggled with various kinds of adversity such as homelessness, crime, abuse and food insecurity, and have suffered from physical challenges such as eating disorders, addiction, learning disabilities and mental illness."

"The Human Library event at WCSU is an opportunity to have positive conversations to challenge stereotypes and prejudices, to learn about a career, or just to get to know another individual from a different background," she observed.

Information about the WCSU Human Library event is available at <http://bit.ly/wcsuhumanlibrary> (<http://bit.ly/wcsuhumanlibrary>), or by contacting Kenausis at kenausisv@wcsu.edu (<mailto:kenausisv@wcsu.edu>) or the Office of University Relations at (203) 837-8486. Information about the international Human Library program is available at www.humanlibrary.org (<http://www.humanlibrary.org>).

Western Connecticut State University changes lives by providing all students with a high quality education that fosters their growth as individuals^ascholars^aprofessionals and leaders in a global society³Our vision⁷To be widely recognized as a premier public university with outstanding teachers and scholars who prepare students to contribute to the world in a meaningful way³

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WCSU Human Library



**OCTOBER 1,
2019**

**1:00pm-5:00pm at
the Haas Library**

The Human Library event aims to contribute to greater tolerance and understanding between people locally and worldwide. It is a method to create dialogue between very different individuals who would not otherwise have had an opportunity to talk together. The Human Library Organization is a Danish idea from 2000 and is now available in more than 80 countries.



**No Bull: True
Adventures from 60
Years of Agriculture**

This is the story of a young, small town Connecticut woman in the early 1950's enjoying her life as a registered nurse, but then she falls in love and marries a cattle dealer/dairy farmer. The challenges were unbelievable - sometimes getting into some terrifying yet hilarious situations! After many years of being involved with Farm Bureau Committees, I leaped unintentionally into the big league of leadership positions at county, state and national levels. Traveling cross country many times a year on leadership, legislative, and agricultural issues led to some great "story telling" topics as told in my book, "Memories, from My Heart to Yours". Being a registered nurse, I was also able to weave that first love in and out of this great life's journey along with raising my four wonderful children. Life has been full and rewarding to say the least.



**Anti-Semitism in the
USSR**

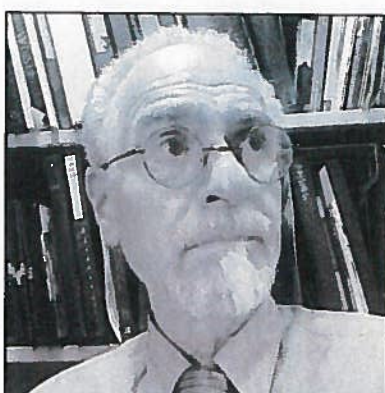
I experienced sustained, systematic and state-sponsored anti-Semitism from the moment I was born, in 1947.

This discrimination grew in both intensity and scope throughout my life. As a result, I remained isolated socially, culturally and politically for the next 42 years, until I fled the USSR in 1989. My goal is to tell my story in order to empower others to prevent history from repeating itself.



My Transpacific/Transcultural Journey as an English Professor in the US

To help promote understanding, appreciation, and respect (not just acceptance) among people of different cultural backgrounds. This is of paramount importance, given the polarized/splintered world we are living in today—despite, or because of, globalization and instantaneous ubiquity of social media. I am looking forward to sharing my transpacific/transcultural journey in the US, first as a graduate student, and then as an English professor, that began in 1989 and continues to this day....



A Lifelong Atheist in a Community of Belief

Although I grew up in a household with religion, at a very young age I realized I simply did not believe the things my family did. In later life, I realized I had a positive disbelief and looked to understand secular humanism as a system for living a moral life without any supernatural elements. I've been asked many questions over the years about how an atheism works and I'm happy to do this with any borrower. I am not an advocate of atheism; I don't seek converts or denigrate religious belief – I study and respect all religions.



The Write Path

I love storytelling. I love books. I love humans, at least most of them. I adore libraries. Each of those things are crucial pillars of my life, and have been since childhood. I'd like to share my story—stories within a story, really—about what the written word has meant to me in every time period, every job and every facet of my life. Some of those stories within a story will likely include getting my first library card, which is still one of the most memorable milestones of my life; how storytelling has played a role in my various careers, from journalist to novelist to actor to stand-up comic to educator, including my very first job at age 11; and how words, writing and storytelling revealed some things about my relationships with my parents after their deaths.



Finding My Passion: the Journey to Conflict Resolution



A Day in the Life of a Chief Diversity Officer: Asking the Tough Questions about

Fostering dialogue about and despite difference is possible, desirable, and necessary. Our common ground is far greater than what divides us. This is the story of a little girl who ALWAYS wanted to become an attorney just like her dad. But when the time came, and I was accepted into law school, I began to feel a deep sense of dread because I just didn't want to go. When I finally confessed my feelings to my father, he assured me that he was not disappointed at all because he wanted me to find my own passion, and if I wasn't sure, I shouldn't pursue a career in the law because it was a big commitment of time, money, and emotion, especially if I didn't love it. But what to do instead I asked my wise father? He reminded me of my fascination with politics, so I decided to get a master's in political science while I explored other options. Not only did I realize how much I LOVE school, and always had, but I took a course in conflict resolution, and started a 30 year odyssey and love of that field. I decided to become an academic, specializing in politics and conflict studies, and I never looked back.

Diversity, Equity and Inclusion

Many university faculty, staff and students are unaware of the challenges, opportunities and circumstances faced by an appointed WCSU administrator, but none more than a Chief Diversity Officer. This book gives you a highlight into the world of public administration at Western Connecticut State University and "courageous conversations" about what goes on in the Office of Diversity and Equity. Instead of shying away from the hard questions, the book focuses on why is it so important to tackle diversity, equity and inclusion at work and how to do it. The book offers experts knowledge in the field and facilitates conversation about the hardest questions that are presented about age, disability, gender/sex, race, sexual orientation, and religion at work. The book challenges to consider having courageous conversations. Readers will be really engaged, and able to start digging into some of the foundational questions that we don't normally have time to address in training sessions. Christian privilege, whether you can have too much inclusion, what an ideal religiously diverse workplace would look like if we could build it from the ground up. Answering these questions and thinking about what they mean for workplace transformation and its potential to cause a change in how we look at diversity, equity and inclusion.



Bat Advocate

My parents had a colony of bats living in their attic, and we were all big fans of the unique helpful creatures. Back then, bats were plentiful. Now, due to an invasive species of fungus (brought over on the shoes of a European spelunker, it is believed), their numbers have dwindled catastrophically for most of our local species. In 1999, a friend at Western Connecticut State University found an injured bat outside of Warner Hall, and knowing my love of the species, contacted me. I had tried as a kid to help orphaned baby bats without much success but decided to try again with this disturbed hibernator (it was January and I knew the bat would perish quickly having been awakened and injured.) I named the bat Truman, after my dear colleague Truman Warner (for whom Warner Hall was named.) Learning to save Truman led me to become a licensed wildlife rehabilitator with the state of Connecticut, specializing in bats, which I am to this day.



Catholic Missionary

I'd like to tell my readers what Catholics believe, why I am a Catholic convert, and what it's like to be a Catholic missionary in the twenty-first century. We live in a world where we are constantly connected, yet we are often left feeling alone. I'm looking forward to telling this story because it is a story filled with hope and joy. Often times people assume that "religious" people are odd/weird at best and miserable/judgmental at worst. I'd like to prove them wrong. Life with Christ, and especially as a missionary, has been a wonderful adventure for me and I'd like to share that with my readers.



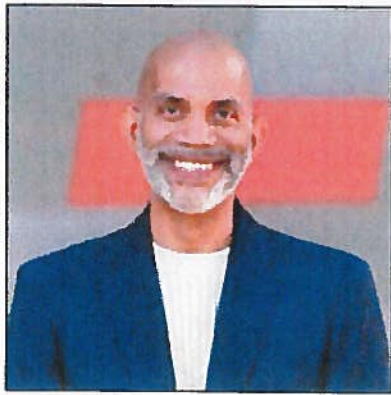
Pouring Acid on The Sunflowers: Stories of Love, Loss, and Living with Mental Illness

Life gives you lemons, but squeezes the juice into your eyes- how are supposed to see like people who's eyes aren't burning with Citric acid? That's how it feels to live with a mental illness that is unrelenting and lifelong. It is difficult, it's unconventional, and some days... it's just weird. I have achieved more than I ever thought I would, but it cost me more than I could ever pay. I hope to share stories that make people laugh at the irony and empathize with struggles. Maybe readers will share a story of their own. I speak out and share my life to empower others to live their truth.



Entrepreneur-in-Residence: Success in Tech Start-ups

I've been part of four tech startups, have had three successful exits, and one failure, so I have a lot of knowledge about starting and growing companies. I currently run the Danbury Hackerspace at the Innovation Center and work with about 40 startups per year as an Entrepreneur-in-Residence.



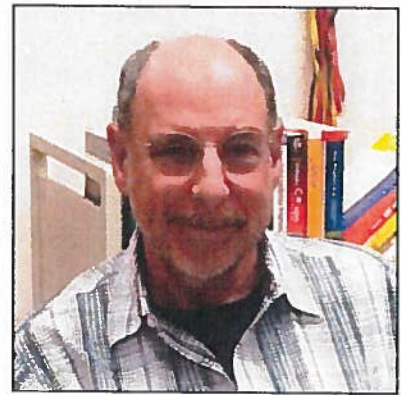
**One of 14 Children:
Dancer, Dean, American
Cultural Specialist to
South Africa**

As the 13th child of 14, (all by the same mother and father), my childhood and trajectory in life always seems to intrigue people. In particular, my life in Dance, as Dean, and as an American Cultural Specialist to South Africa has inspired students over the years. I enjoy sharing and inspiring, if I can.



**Mamabody: How to
Become a Mother
Without Ever Being
Pregnant**

What does a mother look like? How do people become mothers? What makes a woman a mother? When I am out in public with my children, most folks assume that we're biologically related because we look alike. This book talks about the story of how I became a mother through adoption. Spoiler Alert: it has a very happy ending.



Union Advocate

My interest in unions and collective bargaining began with my maternal grandfather who told me stories about being a union organizer for the International Ladies Garment Workers (ILGWU) during the Great Depression. It was not until I came to Connecticut that I had the opportunity to work in an environment defined and supported by a collective bargaining agreement. Today, I am an active member of American Association of University Professors (AAUP), the Faculty Union at WCSU. I'd like to bring together and share the overlapping themes of librarianship, my union journey, and my family legacy.



Box of Chocolates

I have been associated with Academia as a staff member for 16 years and adjunct faculty for 15. I have had the privilege of conversing with hundreds of students. When I ask students what they want to do after they graduate, some of them confidently share their future aspirations. However, there are many students who are not really sure what career direction they want to follow. Often, students seem to experience a sense of guilt about not really knowing what to do for the next 30-40 years of their lives. Surprising??? Not really! My career, academic and professional, has been rather unorthodox. In my wildest dreams, there was no indication I would be doing what I am doing today or that it would bring me such pleasure. I will share some of the details with readers who find themselves at a crossroads, unsure of what may lie ahead. Mrs. Gump declared that "life is like a box of chocolates, you never know what you're going to get." I say, "life is like a trail in the woods. You can only traverse it one step at a time."



Working in the FBI – Perception Vs Reality

I entered the FBI in 1999 looking for a steady career instead of a "job". I really wasn't sure if I would have what they wanted because I didn't feel like I had any special talents that would interest them. Twenty years later I'm glad I took the shot. I spent the next several years traveling around the world investigating crimes, interviewing people, arresting bad guys and doing things I never thought I would do. All I knew about the FBI before I joined was what I had seen on TV. I'm here to tell ya - ITS NOT LIKE ON TV!!! Most people have never met an FBI agent, let alone have a real understanding of where we go and what we do.

MiB png by RadioKirkVectorised by MesserWoland

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DVA Event: Silent Witness Exhibit



Wednesday, October 2nd, from 11:00 a.m. to 2:00 p.m.

Midtown Campus, Midtown Student Center

and

Thursday, October 3rd, from 11:00 a.m. to 2:00 p.m.

West Side Campus, Campus Center

Sponsored by the Women's Center for Greater Danbury
(<https://www.wcsu.edu/womenscenter/>)

The Women's Center of Greater Danbury will host The Silent Witness Exhibit (<http://www.silentwitness.net/>) that honors the lives of domestic violence homicide victims by inviting the community to observe statues created in their honor, through family support, community connections and advocacy for change. Many men and women die each year in acts of domestic violence and each one has a story. The event will share and honor the stories of Connecticut residents who have lost their lives to acts of domestic violence and of college-aged individuals around the country who have lost their lives as a result of dating violence. This event is free and open to the public. This event will also be featured again during Operation Jungle Red week.

For more information, please contact Sydney Trezza, Director of Campus Counseling and Advocacy with the Women's Center for Greater Danbury at (203) 837-3939 or by email at trezzas@wcsu.edu (<mailto:trezzas@wcsu.edu>).

DVA Event: Red Flag Campaign



Wednesday, October 9th, from 11:00 a.m. to 2:00 p.m.

Midtown Campus, Lobby of the Midtown Student Center

and

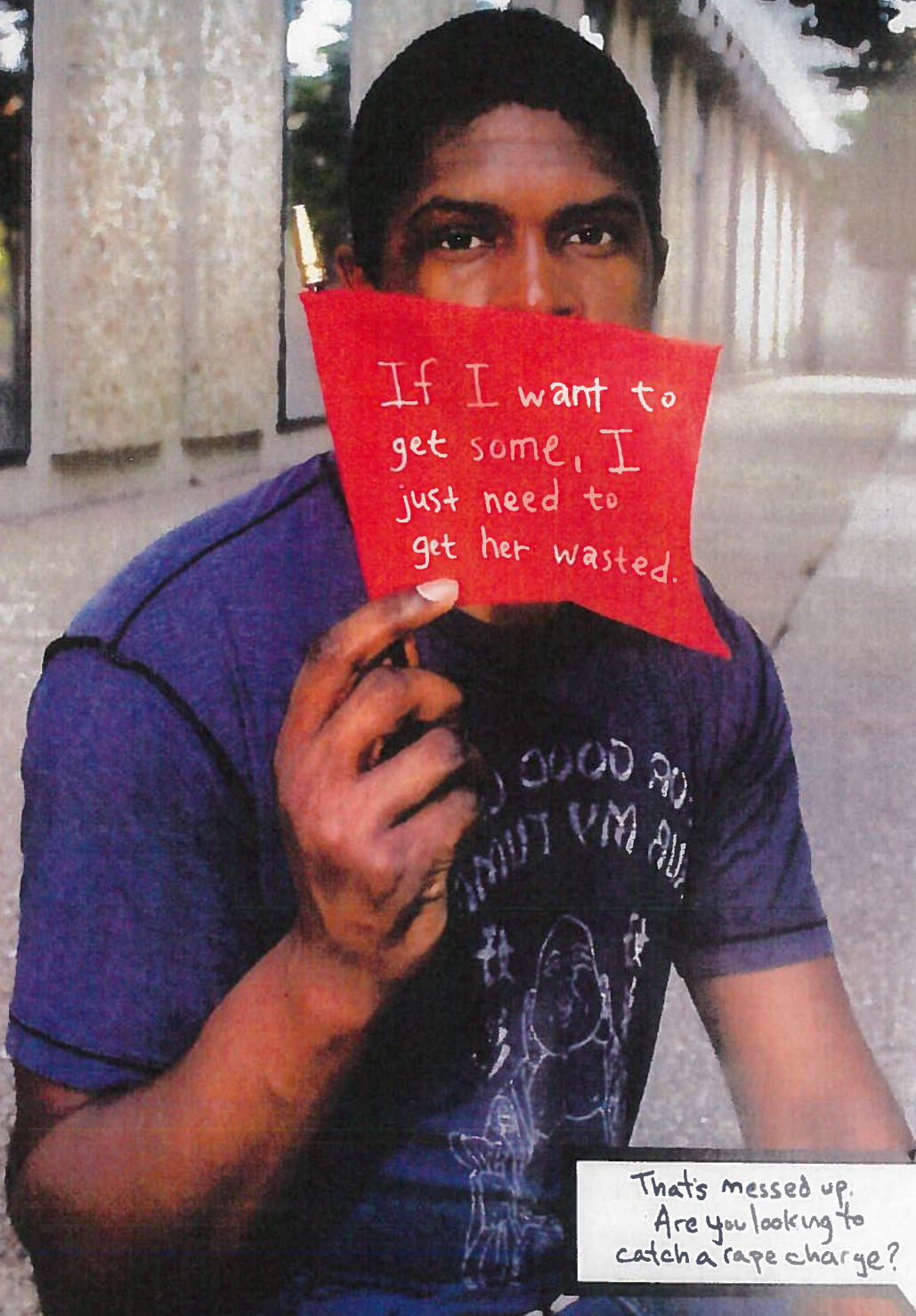
Thursday, October 10th, from 11:00 a.m. to 2:00 p.m.

West Side Campus, Lobby of the Campus Center

Sponsored by the [Women's Center for Greater Danbury](#), members of the [WCSU Campus Response and Resource Team \("CaRRT"\)](#) and the [Office of Diversity and Equity](#).

The [Red Flag Campaign](#) is a public awareness campaign designed to address dating violence and promote the prevention of dating violence on college campuses. Through using the "bystander intervention" strategy, the campaign encourages friends and other campus community members to "say something" when they see warning signs ("red flags") for dating violence in a friend's relationship.

For more information, please contact Sydney Trezza, Director of Campus Counseling and Advocacy with the Women's Center for Greater Danbury at (203) 837-3939 or by email at trezzas@wcsu.edu.

A man with dark hair and a serious expression is sitting outdoors. He is holding a red, irregularly shaped sign in front of his mouth. The sign has white handwritten text. He is wearing a blue t-shirt with some white text and a graphic on it. The background shows a paved walkway and some trees.

If I want to
get some, I
just need to
get her wasted.

That's messed up.
Are you looking to
catch a rape charge?

Getting someone drunk or high so they can't give clear consent is **SEXUAL ASSAULT**.

When you see a **RED FLAG** in your friend's relationship, say something.

TheRedFlagCampaign.org

When you see a **RED FLAG**, say something.



Many people want the support and companionship that comes with being in a relationship. But not every relationship is healthy or positive. In fact, dating violence happens in 1 out of every 5 college relationships!

Sometimes it takes a friend to see that one person is being hurt and the relationship is unhealthy. As friends, we have a responsibility to watch out for each other.

That's why when you see a **RED FLAG**, say something.

Look at the examples below to see how your friends are doing in their relationships:

SIGNS OF A HEALTHY RELATIONSHIP When each person...

RED FLAGS FOR DATING VIOLENCE When a person...

COMMUNICATION

- Shares thoughts and ideas
- Is a good listener
- Uses respectful language and gestures — even in disagreement

ISOLATION

- Calls his/her partner over and over again
- Gets angry when his/her partner spends time with other people

TRUST

- Is honest and accountable to partner
- Is dependable
- Believes partner

CRITICISM, BLAME AND JEALOUSY

- Uses derogatory language to describe his/her partner
- Constantly finds fault with his/her partner
- Makes partner feel bad about herself/himself

CONNECTION

- Has support from friends and family
- Feels there are other people to rely on besides partner

ISOLATION

- Makes his/her partner "jealous" for spending time with other people
- Persuades his/her partner to give up activities he/she enjoys
- Makes all the decisions in the relationship

BALANCE

- Has equal decision-making power with partner
- Is able to "give" and "take" in the relationship

ISOLATION

- Ignores his/her partner's wishes or needs
- Manipulates or forces partner to do something against his/her will

SAFETY

- Is emotionally supportive and encouraging
- Is peaceful

PHYSICAL AND SEXUAL ABUSE

- Grabs or pushes partner
- Throws or breaks objects
- Forces his/her partner to have sex or do sexual things

BOUNDARIES

- Respects someone's personal limits and privacy
- Recognizes a person's right to end a relationship
- Recognizes when to report suspicious behavior

ISOLATION

- Harasses someone to the point of fear
- Repeatedly follows someone
- Sends frequent unwanted messages to someone directly or through friends

To Find out more, visit TheRedFlagCampaign.org

If you or a friend is dealing with an unhealthy relationship, call **THE NATIONAL DOMESTIC VIOLENCE HOTLINE** at **1-800-799-SAFE (7233)** (v/tty). It's **FREE, CONFIDENTIAL**, and operates **24 HOURS A DAY**.



HLH Event: Electronic-Cookbook (E-Cookbook) Tasting Celebration



Tuesday, October 8th, from 12:00 p.m. to 2:00 p.m.

Midtown Campus, Student Center Restaurant

Sponsored by the [Office of Diversity and Equity](#) and [Sodexo Food Service](#)

In honor of Hispanic/Latinx Heritage Month, the Office of Diversity and Equity ("ODE"), in conjunction with Sodexo, is hosting an [E-Cookbook Tasting Celebration](#) to honor those named winners from the E-Cookbook Challenge. Winners will be invited to talk about their winning recipe and their cooking experiences with those in attendance. Live music and a performance from the WCSU Dance Team is scheduled.

This event is open to WCSU students, faculty, and staff and the public.

HLH Event: Taste of Latinx in October – WCSU Food Showcase



Thursday, October 3rd, from 4:30 p.m. to 8:00 p.m.

West Side Campus, Student Market Place

Tuesday, October 15th, from 4:30 p.m to 8:00 p.m.

Midtown Campus, Student Center Restaurant

Sponsored by [Sodexo Food Service](#), the [Division of Student Affairs](#) and the [InterCultural Center](#).

Sodexo will be serving authentic food from various Latin countries in honor of Hispanic/Latinx Heritage Month. Students can use a meal swipe or Flex Points. This event is also open to the public with a surcharge of \$10.00 per person.

Event: The Macricostas Experience



You are enthusiastically invited to join us for a week of celebrations, talks, food and friends:

The Macricostas Experience

- 10.18 Tie-dye and Cider Press, 3 - 6 p.m., Midtown quad
- 10.18 Open House, 5 - 8 p.m., Higgins Hall
- 10.19 Weather Report: A Symposium on Art and Weather, 11 a.m. - 5 p.m., Ives Concert Hall
- 10.22 The Parthenon, Then and Now lecture, 2 - 3:15 p.m., Science Building room 119
- 10.22 A Greek Celebration*, 5 - 7 p.m., Higgins Hall patio
- 10.24 2019 Macricostas Speaker: Reginald Dwayne Betts*, 6 - 8 p.m., Pinney Hall Conf. Cntr.
- 10.24 World Origami Days Kickoff, 10 a.m. - 2 p.m., Higgins Hall lobby

For more information please visit www.wcsu.edu/sas/macx
*Please RSVP by Oct. 17 at www.wcsu.edu/giving/events

**MACRICOSTAS
EXPERIENCE**

Scheduled events for the week of October 18, 2019 to October 24, 2019

Midtown/West Side Campuses – Calendar of Events Attached

Sponsored by the Office of the Dean for the Macricostas School of Arts and Sciences

This week, the Macricostas School of Arts and Sciences are opening the doors to an inaugural weeklong series of events called the Macricostas Experience, in celebrating all things *Macricostas*. **All events are free and open to the public.**

Come kick off the week on Friday, October 18 on the quad of the Midtown Campus, by tie-dyeing a free Macricostas Experience tee shirt and have a beverage to enjoy the experience. Guests can stay for the Open House reception and tour newly-renovated Higgins Hall. The week will have a range of speakers, events and topics that are intentionally diverse and engaging to all. This week will conclude with [Mr. Reginald Dwayne Betts](#) who will serve as the keynote Macricostas speaker. Mr. Betts is a widely requested speaker who gives talks about his own experience, detailing his trek from incarceration to Yale Law School and the role that grit, perseverance and literature played in his success.

For more information, please visit <https://www.wcsu.edu/sas/macx>. To RSVP for one or more events, please visit <https://www.wcsu.edu/giving/events/>.

thirteen departments, twenty-one undergraduate majors and five graduate majors, and offers a wide range of ways for students to create a unique combination of topics to further their intellectual endeavors.

MACRICOSTAS EXPERIENCE

WESTERN CONNECTICUT STATE UNIVERSITY

MACRICOSTAS EXPERIENCE WEEK: OCT. 18TH – OCT. 24TH

*(*Register for the Greek Celebration & Reginald Dwayne Betts' lecture by Oct. 17)*

Macricostas Experience Events:



Higgins Hall Open House
Oct 18th



Weather Report Oct. 19th



The Parthenon, Then and Now
Oct 22nd



Greek Celebration: Oct. 22nd*



Reginald Dwayne Betts
Oct. 24th*



World Origami Days
Oct 24

You are enthusiastically invited to join us for a week of celebrations, talks, food and friends:



NON PROFIT ORG
U.S. POSTAGE PAID
DANBURY, CT
PERMIT NO. 40

The Macricostas Experience

Office of Institutional Advancement
181 White Street, Danbury, CT 06810

- 10.18 Tie-dye and Cider Press, 3 - 6 p.m., Midtown quad**
- 10.18 Open House, 5 - 8 p.m., Higgins Hall**
- 10.19 *Weather Report: A Symposium on Art and Weather*, 11 a.m. - 5 p.m., Ives Concert Hall**
- 10.22 *Dr. Jenifer Neils: The Parthenon, Then and Now* lecture, 2 - 3:15 p.m., Science Building room 125**
- 10.22 *A Greek Celebration**, 5 - 7 p.m., Higgins Hall patio**
- 10.24 *2019 Macricostas Speaker: Reginald Dwayne Betts**, 6 - 8 p.m., Pinney Hall Conf. Cntr.**
- 10.24 *World Origami Days Kickoff*, 10 a.m. - 2 p.m., Higgins Hall lobby**

For more information please visit wcsu.edu/sas/macx.

*Please RSVP by Oct. 17 at wcsu.edu/giving/events.

**MACRICOSTAS
EXPERIENCE**
WESTERN CONNECTICUT STATE UNIVERSITY



**You are cordially invited to join us on Friday,
Oct. 18, beginning at 5 p.m., for an open house
of the newly renovated**



NON PROFIT ORG
U.S. POSTAGE PAID
DANBURY CT
PERMIT NO. 40

Office of Institutional Advancement
181 White Street, Danbury, CT 06810

Higgins Hall

Western Connecticut State University

181 White Street, Danbury

**Come and celebrate the grand re-opening of our
state-of-the-art facility, take a tour of several
departments within the Macricostas School of Arts &
Sciences, and enjoy hors d'oeuvres on the patio.**

For more information, please visit wcsu.edu/sas/macx

**MACRICOSTAS
EXPERIENCE**
WESTERN CONNECTICUT STATE UNIVERSITY



**Please join us on Tuesday, Oct. 22, at 2 p.m., as
WCSU hosts a:**



Office of Institutional Advancement
181 White Street, Danbury, CT 06810

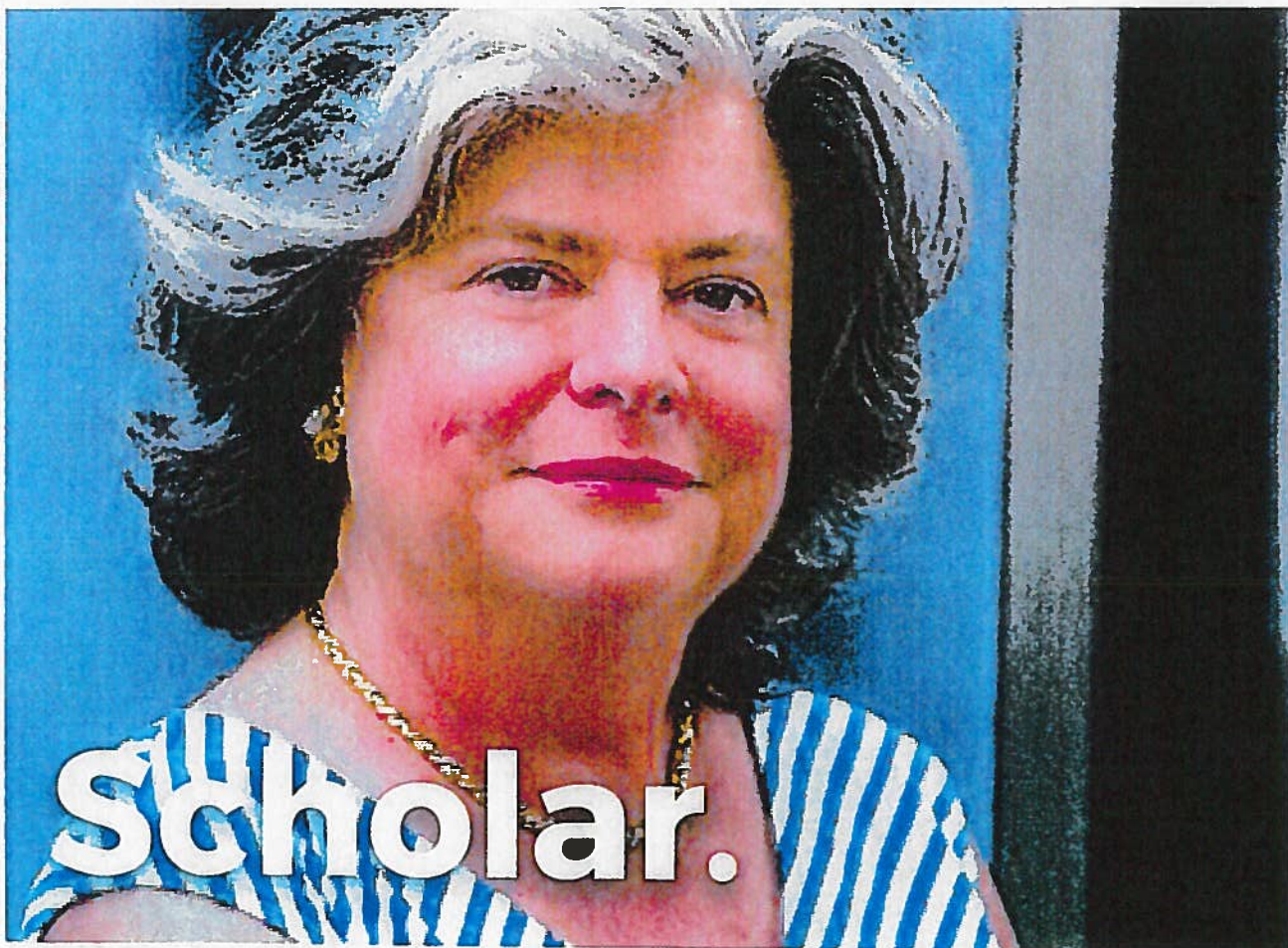
**Science Building, Room 125, Midtown campus,
Western Connecticut State University
181 White Street, Danbury**

**Meet Greek scholar Dr. Jenifer Neils, Director of
The American School of Classical Studies at Athens.**

**Listen and learn as Neils presents a lecture,
*The Parthenon, Then and Now.***

For more information, visit wcsu.edu/sas/macx.

**MACRICOSTAS
EXPERIENCE**
WESTERN CONNECTICUT STATE UNIVERSITY



**Please join us on Tuesday, Oct. 22,
beginning at 5 p.m., for a**



NON-PROFIT ORG
U.S. POSTAGE PAID
DANBURY, CT
PERMIT NO. 40

Greek Celebration

Office of Institutional Advancement
181 White Street, Danbury, CT 06810

Higgins Hall patio, Western Connecticut State University
181 White Street, Danbury

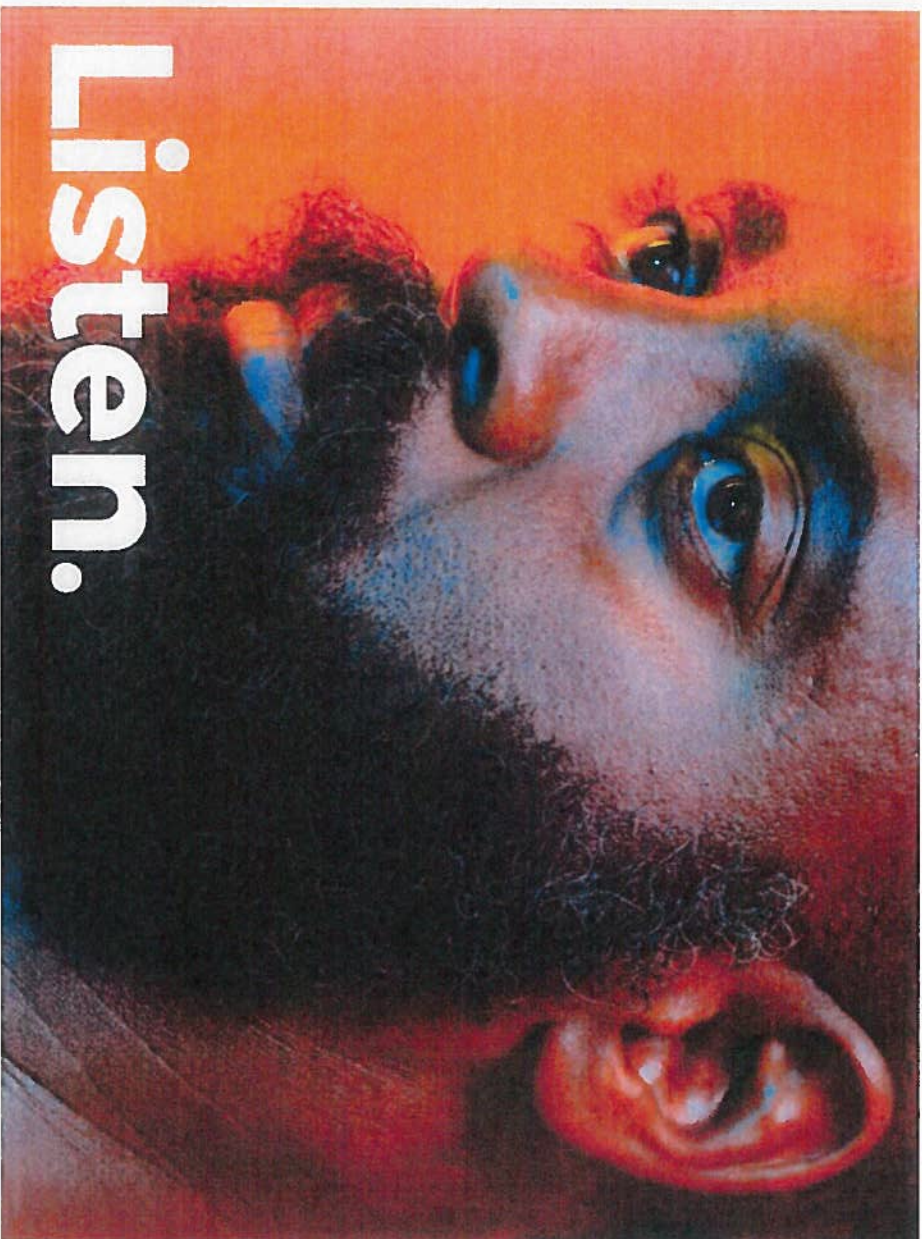
**Meet Greek scholars Dr. Jenifer Neils, Director of
The American School of Classical Studies at Athens
and Dr. Christopher Paone, Macricostas Scholar.**

**Come and enjoy wine and savory Greek bites, meet
our Greek scholar and enjoy an evening of traditional
Greek folk music.**

For more information, visit wcsu.edu/sas/macx.
Please RSVP by Oct. 17 at wcsu.edu/giving/events.

**MACRICOSTAS
EXPERIENCE**
WESTERN CONNECTICUT STATE UNIVERSITY





Listen.

Join us on Thursday, Oct. 24, at 6 p.m., for the

2019 Macricostas Speaker

Reginald Dwayne Betts

Pinney Hall Conference Center, Westside campus
43 Lake Ave. Extension, Danbury

Listen and learn from Betts' inspirational story of transformation from prison to prominence.

For more information, visit wcsu.edu/sas/mack.
Please RSVP by Oct. 17 at wcsu.edu/giving/events.



Poet, lawyer, former convict to present annual WCSU lecture

DANBURY, Conn. — A convicted carjacker who is now an acclaimed poet and a lawyer with a Yale degree will deliver a lecture as the 2019 Macricostas Speaker at Western Connecticut State University (<http://www.wcsu.edu/>) on **Thursday, Oct. 24, 2019.**

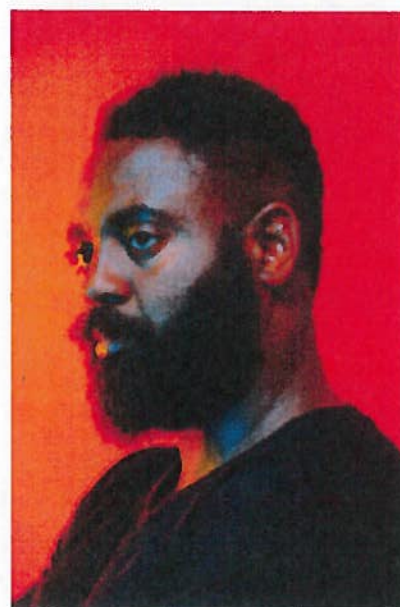
Reginald Dwayne Betts (<http://www.dwaynebetts.com/bio/>) will discuss his years in Virginia maximum security prisons, which positioned him to speak to the failures of the current criminal justice system and present encouraging ideas for change. He will also discuss the connection between literacy and advocacy, as well as his own poetry.

Now a New Haven resident, Betts was appointed by President Barack Obama to the Coordinating Council of the Office of Juvenile Justice and Delinquency Prevention. Gov. Ned Lamont named him to the Criminal Justice Commission, the state body responsible for hiring prosecutors in Connecticut.

Betts' third book of poetry, "Felons," which examines prison as a force that shapes lives even after release, is scheduled to be published on Oct. 15. His writing has generated national attention and earned him a Soros Justice Fellowship, a Radcliffe Fellowship, a Ruth Lily Fellowship, an NAACP Image Award, and New America Fellowship. Betts has been featured in *The New York Times*¹*The New Yorker* and the *Washington Post*³

In 2018, he was named both a Guggenheim Fellow and a National Endowment for the Arts Fellow. He holds a B.A. from the University of Maryland, an M.F.A. from Warren Wilson College and a J.D. from Yale Law School. He is a Ph.D. in Law candidate at Yale and as a Liman Fellow, he spent a year representing clients in the New Haven Public Defender's Office.

Before that, Betts was sentenced to nine years in prison for carjacking when he was 16. As he writes in "A Question of Freedom: A Memoir of Learning, Survival, and Coming of Age in Prison," he endured solitary confinement and constant violence, but found a way to connect with his humanity. Today, in addition to his writing, he advocates for criminal justice reforms.



Reginald Dwayne Betts

"We selected Reginald Dwayne Betts as the speaker for this year's Macricostas Speaker Series because he embodies the values that Deno Macricostas has evoked in his life: Success after difficult beginnings, and a commitment education and justice," said Dr. Michelle Brown, dean of the Macricostas School of Arts and Sciences at WCSU. "Our students and the community will benefit tremendously as the work of these two educational leaders converge."

The event, which is free and open to the public, will begin at 6 p.m. on Thursday, Oct. 24, in the conference center of the Searle A. Pinney Residence Hall on the university's Westside campus, 43 Lake Ave. Extension, Danbury.

The lecture is sponsored by the Macricostas Family Foundation, the university's most generous supporter, resulting in a scholarship fund, aid for student research, several lecture series, and the naming of the Macricostas School of Arts and Sciences. This endowment has ensured that innumerable students have access to Western Connecticut State University's academic opportunities with a minimum of debt.

Western Connecticut State University changes lives by providing all students with a high quality education that fosters their growth as individuals^ascholars^aprofessionals^aand leaders in a global society³Our vision⁷To be widely recognized as a premier public university with outstanding teachers and scholars who prepare students to contribute to the world in a meaningful way³

DVA Event: Operation Jungle Red Week



Scheduled events for the week of October 21, 2019 to October 25, 2019

Midtown/West Side Campuses- Location/Calendar of Events: TBD

Sponsored by the [Office of Housing and Residence Life](#) and members of [WCSU Campus Response and Resource Team \("CaRRT"\)](#).

Operation Jungle Red has been held for several years to educate WCSU students about domestic violence, sexual assault and rape. Students were encouraged to sign a pledge against violence. This year a series of events will be held that also included presentations about stereotypes and myths related to gender, race and the realities of abusive relationships. Events featuring hostile language, the impact of these words and who to intervene in those circumstances. Operation Jungle Red organizers say the activities are meant to promote reflection and to build awareness.

For more information, please contact the Office of Housing and Residence Life by email at Housing@wcsu.edu for a schedule/calendar of events.

DVA Event: Take Back the Night Event

WCSU Delta Gamma Phi Sorority Presents

'Break the Silence...Stop the Violence'

JOIN US!

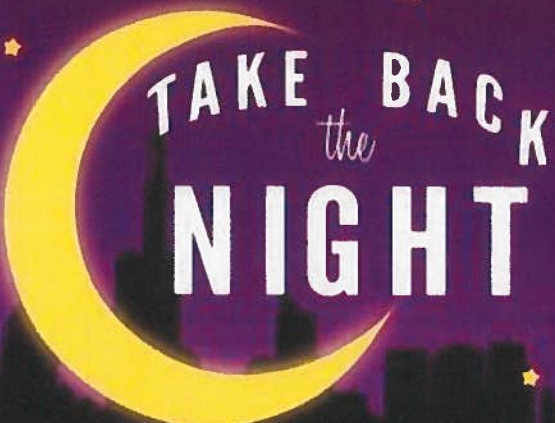
WEDNESDAY, OCTOBER 23RD
8 PM AT WCSU MIDTOWN
WARNER 102

Presentations, speak out, & march through campus followed by a candlelit vigil

STUDENTS, FACULTY & STAFF: Support the mission of ending sexual & domestic violence and supporting survivors.

Counselors will be available

All are welcomed!



Presented by WCSU Delta Gamma Phi, followed by presentations from Women's Center, WCSU It's On US organization, Juan Fonseca Tapia, WCSU Student & board member of Undocu-Ally Taskforce and Carolina Grijalba-Rodriguez from Danbury, Center for Safer Communities

For more information, please contact: gonzalez164@wcsu.edu



Wednesday, October 23rd, from 8:00 p.m. to 10:00 p.m.

Midtown Campus, Midtown Campus, Warner Hall, Room 102

Sponsored by the WCSU Delta Gamma Phi, Women's Center for Greater Danbury, WCSU Undocu-Ally Taskforce,

Delta Gamma Phi, along with several collaborators, are organizing and hosting "Take Back the Night" to promote awareness for sexual assault and domestic violence.

The "Take Back the Night" event is utilized as an opportunity for your faculty and students to be empowered and informed about preventive strategies and network with counselors who will be available for services. The evening will include presenters, a Speak Out, and a march around campus, followed by a vigil. Students are welcome to voice their story through poetry, expository writing, performance art, the spoken word, or simply just sharing their experience.

If you have any questions, please contact Jennifer Gonzalez at gonzalez164@wcsu.edu about the event.

WCSU Delta Gamma Phi Sorority Presents

'Break the Silence...Stop the Violence'

JOIN US!

WEDNESDAY, OCTOBER 23RD
8 PM AT WCSU MIDTOWN
WARNER 102

Presentations, speak out, & march through
campus followed by a candlelit vigil

STUDENTS, FACULTY & STAFF: Support the mission
of ending sexual & domestic violence and
supporting survivors.

Counselors will be available

All are welcomed!

TAKE *the* BACK NIGHT

Presented by WCSU Delta Gamma Phi, followed by presentations from Women's Center, WCSU It's On US organization,
Juan Fonseca Tapia, WCSU Student & board member of Undocu-Ally Taskforce and Carolina Grigalba-Rodriguez from
Danbury, Center for Safer Communities

For more information, please contact: gonzalez104@wcsu.edu

DVA Event: Healthy Relationships Event

***Monday, October 28th, from 11:00
a.m. to 2:00 p.m.***

**Midtown Campus, Lobby of the Midtown
Student Center**

and

***Tuesday, October 29th, from 11:00
a.m. to 2:00 p.m.***

**West Side Campus, Lobby of the Campus
Center**

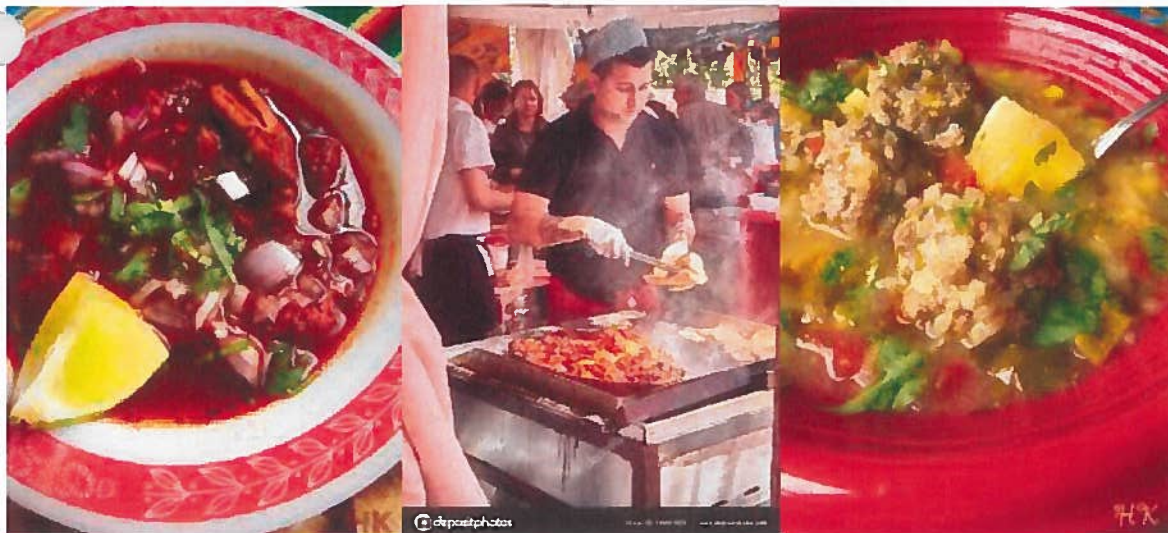
Sponsored by the Women's Center for Greater
Danbury (<https://www.wcsu.edu/womenscenter/>)

The Women's Center of Greater Danbury will host a "healthy relationships campaign" with the goal to encourage students to examine their relationship decisions, to learn ways to avoid or get out of unhealthy situations, and to promote positive college experiences. The campaign focused on friendships as well as romantic relationships. Members of the Women's Center for Greater Danbury will focus on helping students develop and sustain healthy relationships throughout the year as well.

For more information, please contact Sydney Trezza, Director of Campus Counseling and Advocacy with the Women's Center for Greater Danbury at (203) 837-3939 or by email at trezzas@wcsu.edu (<mailto:trezzas@wcsu.edu>).



HLH Event: Sodexo Elite Dinner Night



Wednesday, October 30th, from 4:30 p.m to 8:00 p.m.

Midtown Campus, Student Center, Danbury Room

Sponsored by [Sodexo Food Service](#), the [Division of Student Affairs](#) and the [InterCultural Center](#).

Sodexo will be featuring a dinner menu of authentic Hispanic/Latin food from various countries in honor of Hispanic/Latinx Heritage Month. Students can use a meal swipe or Flex Points. This event is also open to the public with a surcharge of \$10.00 per person.

November

Lecture: Beverly McIver, Artist



Monday, November 4th, from 11:00 a.m. – 12:00 p.m.

West Side Campus, Visual and Performing Arts Center, Room 144

Sponsored by the [Art Department, School of Visual and Performing Arts \("VPAC"\)](#) and the [Office of Diversity and Equity](#).

Beverly McIver is widely acknowledged as a significant presence in contemporary American art and has charted a new direction as an African American woman artist. She is committed to producing art that consistently examines racial, gender, social and occupational identity. McIver was born in Greensboro, North Carolina in 1962. She is the youngest of three girls born to Ethel McIver. Her oldest sister Renee is mentally disabled, with the mindset of a second-grader. Beverly is Renee's legal guardian. Renee is a frequent subject of the artist, as are other family members. "Raising Renee", a feature-length documentary film produced in association with HBO by Academy Award-nominated and award-winning filmmakers Steven Ascher and Jeanne Jordan, tells the story of the impact of McIver's promise to care for her sister when their mother dies. The film played in festivals around the country and was nominated for an Emmy Award for Outstanding Arts and Culture Programming.

McIver's work is in the collection of the National Portrait Gallery at the Smithsonian, the North Carolina Museum of Art, the Weatherspoon Art Museum, the Baltimore Museum of Art, the NCCU Museum of Art, the Asheville Museum of Art, The Crocker Art Museum, the Nelson Fine Arts Center Art Museum at Arizona State University, the Nasher Museum of Art at Duke University, the Cameron Art Museum and the Mint Museum as well as significant corporate and private collections. McIver is currently the Esbenshade Professor of the Practice in Studio Arts At Duke University. She was the Suntrust Endowed Chair Professor of Art at North Carolina Central University, 2007-2014. Prior to this appointment, McIver taught at Arizona State University in Tempe, AZ. for twelve years, Duke University, North Carolina State University, and North Carolina Central University. She has also held residencies at many of the nation's leading artist communities, including YADDO, the Headland Center for the Arts, Djerassi, and Penland School of Arts and Crafts. She has served on the board at Penland and currently serves on the board of directors at YADDO in Saratoga Springs, NY.

Please [click here](#) to get a free event-brite ticket to this event. Open to the public, WCSU students, faculty and staff.

Event: WCSU “I’m First” Celebration of First Generation Students



Friday, November 8th, from 10:00 a.m. – 2:00 p.m.

Midtown Campus, Higgins Hall Patio

Sponsored by the WCSU [Pre-Collegiate & Access Programs](#), [Office of Institutional Advancement](#), Division of Enrollment Services, [Kathwari Honors Program](#) and the [Office of Diversity and Equity](#).

Western Connecticut State University will join in a day of celebration with other colleges across the nation that are engaged in a number of different activities, highlighting First-Generation students on campus. Students, faculty, and administration will have the opportunity to share their own personal experiences as a First-Generation college student, and the impact that experience has had on their lives. We will culminate the event with a group picture at 1:50 p.m.

The concept of a "**First-Generation**" student was introduced into federal policy by the passage of higher education amendments to the Higher Education Act of 1965. As a result of this amendment, the university community has the opportunity to celebrate those who have made huge strides in this country, and have become the first in their families to attend college. **For this event, participating faculty and staff who identify as First-Generation to come and pick up an "I'm First" shirt to wear on November 8th. This will help our students identify faculty and staff on campus who have gone through similar life circumstances.**

Obtaining a shirt can be done in two ways:

* Faculty/Staff can come to our Pre-Collegiate and Access Programs located on the Midtown Campus, Berkshire Hall, Room 016.

* Department Secretaries can send a list of names with shirt sizes to the Office of Pre-Collegiate & Access Program Email at pcaap@wcsu.edu so that it can be delivered to the department.

For more information, please contact the Office of Pre-Collegiate & Access Programs by telephone at (203) 837-8801 or email at pcaap@wcsu.edu.



**WESTERN CONNECTICUT
STATE UNIVERSITY**

**I'm
First!**

ARE YOU FIRST?

(THE FIRST IN YOUR FAMILY TO ATTEND AND GRADUATE FROM COLLEGE)

**JOIN US TO CELEBRATE
FIRST-GENERATION STUDENTS**

NOV 8 | 10 AM - 2 PM

Higgins Hall Patio, Midtown Campus

Rain Location: Midtown Student Center Restaurant

- An event for the university community
- Tell your story (video capture)
- "I'm First" t-shirt - limited quantity
- Group Photo at 1:45 PM

Sponsored by: Pre-Collegiate and Access Programs | 203-837-8801 | pcaap@wcsu.edu
Institutional Advancement | Midtown Student Center
Division of Enrollment Services | Office of Diversity & Equity

HLH/DVA Event: Walking Tour with the Chief Diversity Officer



Tuesday, November 12th, from 2:30 p.m. – 4:30 p.m.

Areas of the Midtown Campus

and

Tuesday, November 26th, from 2:00 p.m. – 4:00 p.m.

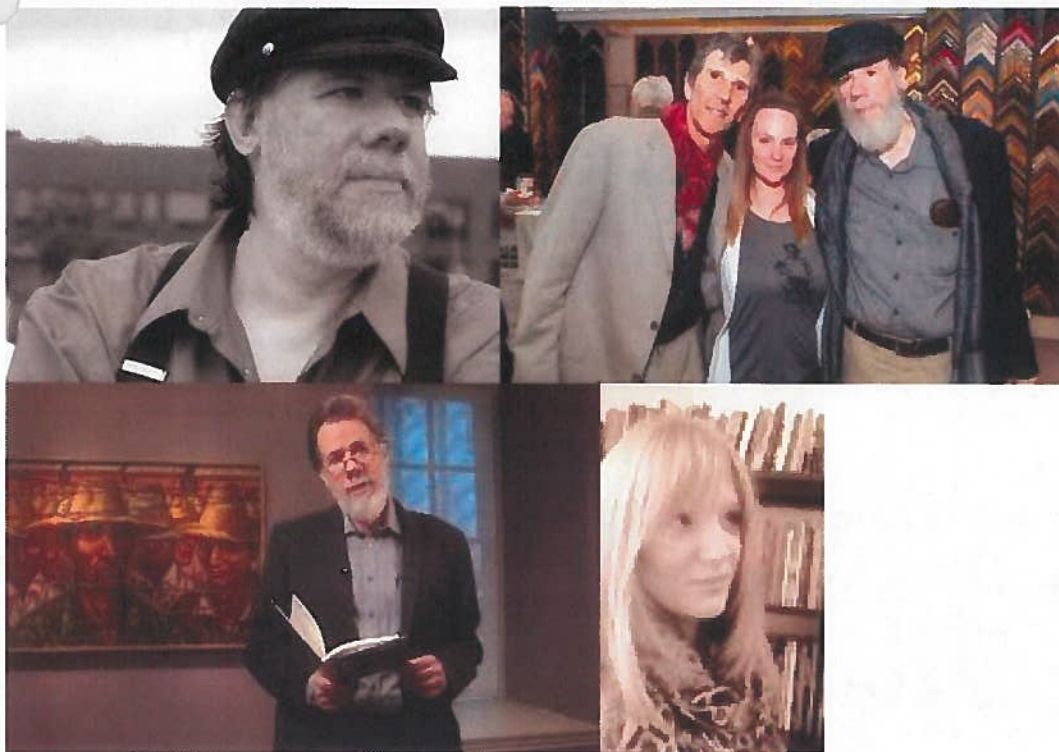
Areas of the West Side Campus

Sponsored by the [Office of Diversity and Equity](#)

In this first of a series of *Community Conversations*, the Chief Diversity Officer along with members of the WCSU Diversity Council will walk through the WCSU campuses to engage university members around issues of diversity and inclusion. Experience personal connections and hear insights from university members to learn more about campus culture and climate in the current and past semesters. Communities that learn, listen and talk together will thrive together! Be a part of this important conversation.

For more information, please contact Ms. Keisha Stokes by phone at (203) 837-8278 or by email at stokesk@wcsu.edu for a schedule of the walking tour. The Chief Diversity Officer along with members of the WCSU Diversity Council will engage members of the public and WCSU students faculty and staff on the above-identified campuses.

Event: Poetry Reading with Martin Espada and Lauren Marie Schmidt



Thursday, November 14th, from 6:00 p.m. – 7:00 p.m.

Midtown Campus, Student Center Theater

Sponsored by the [Macricostas School of Arts and Sciences](#), [Department of Writing, Linguistics and Creative Processes](#), [the MFA Graduate Program](#), [Department of World Languages and Cultures](#), and the [Office of Diversity and Equity](#).

The University welcomes Martin Espada, renewed poet, author, essayist and translator of numerous works of poetry across many genres. One of the most significant poets of his generation, Martín Espada has published almost twenty books as a poet, editor, essayist, and translator. His latest collection of poems from Norton is *Vivas to Those Who Have Failed* (2016). His many honors include the \$100,000 2018 Ruth Lilly Poetry Prize, the Shelley Memorial Award, the Robert Creeley Award, the National Hispanic Cultural Center Literary Award, an American Book Award, an Academy of American Poets Fellowship, the PEN/Revson Fellowship, and a Guggenheim Fellowship. *The Republic of Poetry* was a finalist for the Pulitzer Prize. His book of essays, *Zapata's Disciple* (1998), banned by the state of Arizona from the Mexican-American Studies Program at the University of Arizona, has been issued in a new edition by Northwestern University Press. He is the editor of *What Saves Us: Poems of Empathy and Outrage in the Age of Trump*, recently released from Northwestern University Press. A former tenant lawyer in Greater Boston's Latino community, Espada is a professor of English at the University of Massachusetts-Amherst.

Lauren Marie Schmidt is the author of four collections of poetry, most recently *Filthy Labors*, from Northwestern University Press. Her *Psalms of The Dining Room* comprises a sequence of poems about her volunteer experience at a soup kitchen in Eugene, Oregon. Her work has appeared in journals such as *North American Review*, *Alaska Quarterly Review*, *Rattle*, *Nimrod*, *Painted Bride Quarterly*, *PANK*, *New York Quarterly*, *Bellevue Literary Review*, *The Progressive*, and others. Her awards include the So to Speak Poetry Prize, the Neil Postman Prize for Metaphor, The Janet B. McCabe Prize for Poetry, and the *Bellevue Literary Review's* Vilcek Prize for Poetry.

Martin Espada and Lauren Marie Schmidt together will perform a poetry reading and participate in a question and answer (Q&A) session and book signing to discuss their journey in creating the poetry collection(s) presented as well as discuss their literary craft and career as a poets and as an inspirational leaders.

Martín Espada and Lauren Marie Schmidt

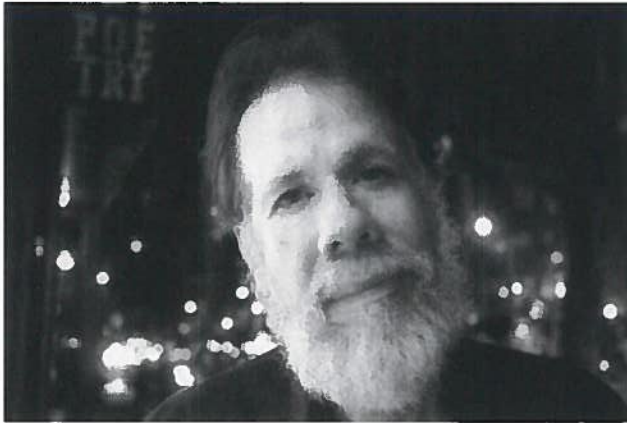
at Western Connecticut State University

Thursday, November 14

6 pm, Student Center Theatre on the Midtown Campus

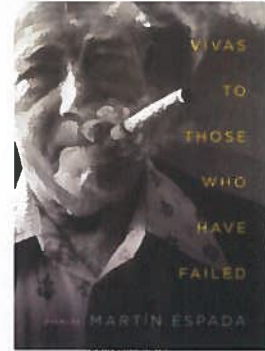
Poetry Reading

with Q&A and Book Signing

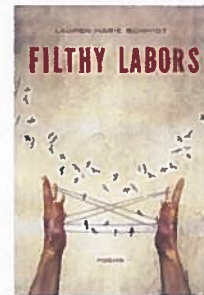


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Award, an Academy of American Poets Fellowship, the PEN/Revson Fellowship, and a Guggenheim Fellowship. *The Republic of Poetry* was a finalist for the Pulitzer Prize. His book of essays, *Zapata's Disciple* (1998), banned by the state of Arizona from the Mexican-American Studies Program at the University of Arizona, has been issued in a new edition by Northwestern University Press. He is the editor of *What Saves Us: Poems of Empathy and Outrage in the Age of Trump*, recently released from Northwestern University Press. A former tenant lawyer in Greater Boston's Latino community, Espada is a professor of English at the University of Massachusetts-Amherst.



Lauren Marie Schmidt is the author of four collections of poetry, most recently *Filthy Labors*, from Northwestern University Press. Her *Psalms of The Dining Room* comprises a sequence of poems about her volunteer experience at a soup kitchen in Eugene, Oregon. Her work has appeared in journals such as *North American Review*, *Alaska Quarterly Review*, *Rattle*, *Nimrod*, *Painted Bride Quarterly*, *PANK*, *New York Quarterly*, *Bellevue Literary Review*, *The Progressive*, and others. Her awards include the So to Speak Poetry Prize, the Neil Postman Prize for Metaphor, The Janet B. McCabe Prize for Poetry, and the *Bellevue Literary Review's* Vilcek Prize for Poetry.



Co-Sponsored by the Writing Department, the MFA in Creative and Professional Writing, the Office of Diversity and Equity, the World Languages and Literature Department, and the Macricostas School of Arts & Sciences

Workshop: “Am I Overreacting?” Understanding and Combating Microaggressions



Wednesday, November 13th, from 2:00 p.m. – 3:30 p.m.

Midtown Campus, Location: TBD

Sponsored by the [Office of Diversity and Equity](#)

The goal of this workshop is to give faculty, staff and students a focus on racial micro-aggressions that are prevalent in colleges and universities. Mrs. Jesenia Minier-Delgado, Chief Diversity Officer will lead this workshop with a focus on recognizing micro-aggressions when they happen on our campuses and their implications on marginalized groups.

Please contact Ms. Keisha Stokes by phone at (203) 837-8278 or by email at stokesk@wcsu.edu to register for this workshop no later than **October 30th**. Open to the public, WCSU students, faculty, and staff.

INSTITUTIONAL AID APPLICATION WORKSHOP

FOR UNDOCUMENTED STUDENTS

Thursday, Oct 24th

@ 2pm-5pm

White Hall, Room 127

WCSU, 181 White Street, Danbury, CT

ATTENTION: Undocumented students can now apply for institutional financial aid at CT public colleges and universities.

Deadline November 1st!

Come and get help from the financial aid office on how to fill out the application form!

FREE EVENT

**CT STUDENTS
FOR A DREAM***

 **UNDUCUALLY**
WESTERN CONNECTICUT STATE UNIVERSITY

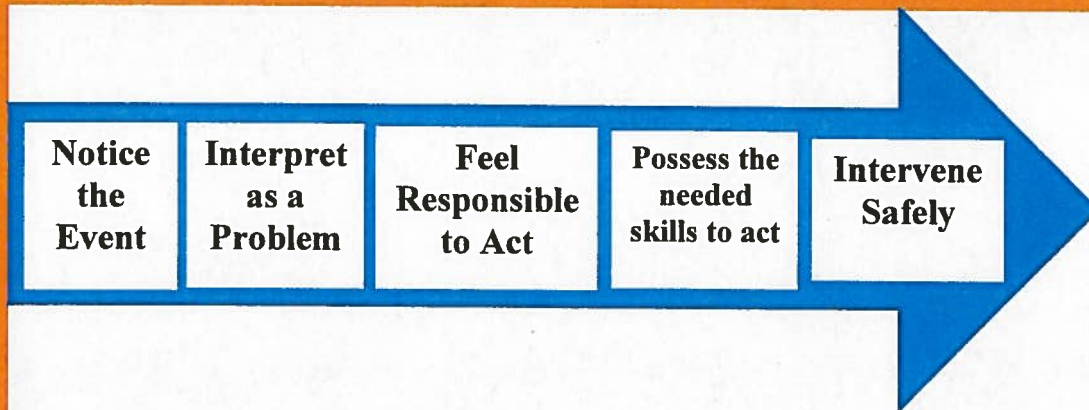


Hosted by: WCSU Financial Aid Office, WCSU Undocu-Ally Taskforce, CT Students for a Dream

SOLUTIONS TO BYSTANDER BARRIERS

1. Direct – Direct interaction with either involved party. EXAMPLE: “Hey what are you doing?” “Are you ok?”
2. Distract – Focuses on diversion, think of a way to distract the people involved in the situation.
3. Delegate – Ask someone else to help in the situation (A friend, another RA, support person on campus); someone else may be better suited or you may need support.

MOVING FROM INACTION TO ACTION



Sponsored by members of the Campus Response & Resource Team, the Division of Student Affairs & the Office of Diversity & Equity.

MOVING FROM INACTION TO ACTION

Intervention Strategies

- “I” Statements – Focuses on your feelings rather than criticizing the other person. First state your feelings, second name the behavior, third state how you want the person to respond.
- Humor – Reduces the tension of an intervention and makes it easier for the person to hear you. Do not undermine what you say with too much humor. Funny doesn’t mean unimportant.
- “Bring it home” – Prevents someone from distancing himself from the impact of his actions. EXAMPLE: “I hope no one ever talks about you like that.” Prevents him from dehumanizing his targets as well. EXAMPLE: “What if someone said your girlfriend deserved to be raped, or called your mother a whore?”
- “We’re friends, right...” – Reframes the intervention as caring and non-critical. EXAMPLE: “Hey, Roger. As your friend, I’ve got to tell you that the centerfolds hanging in your locker are killing your rep with the ladies. Do yourself a favor and

WANT TO LEARN MORE...

Please visit these WCSU websites for more information:

<https://www.wcsu.edu/diversity/carr/>

<https://www.wcsu.edu/healthservices/>

<https://www.wcsu.edu/police/>

<https://www.wcsu.edu/diversity/not-anymore-title-ix-online-training-portal/>

<https://www.wcsu.edu/counseling/>

<https://www.wcsu.edu/judicial-affairs/>

<https://www.wcsu.edu/womenscenter/>



WCSUProvostBlog

- Agents of Learning Teach Here -

Provost and Vice President for Academic Affairs Dr. Missy Alexander invites you to her blog www.wcsuprovostblog.com for today's post [Inclusivity \(Again\)](#). Watch for weekly updates on trends in higher education, new programs, and other academic musings about WCSU.

Inclusivity (Again)

On NPR's Morning Edition this morning, there was a two-minute interview with Chef Samin Nosrat, regarding favorite books and albums of the last decade. Both of her recommendations, *Americanah* by Chimamanda Ngozi Adichie and the album *A Seat at the Table* by Solange Knowles, explore the experience of race in the United States in interesting and affirming ways. As I listened to Nosrat, I was struck by these words:

"I don't think I really understood that I was being left out until I saw myself reflected in art and I hope that it just continues to happen, and more and more people feel included and seen."



HIGHER EDUCATION, INCLUSION

Inclusivity (Again)

November 18, 2019 wcsuprovost

On NPR's Morning Edition this morning, there was a two-minute interview with Chef Samin Nosrat, regarding favorite books and albums of the last decade. Both of her recommendations, *Americanah* by Chimamanda Ngozi Adichie and the album *A Seat at the Table* by **Solange Knowles**, explore the experience of race in the United States in interesting and affirming ways. As I listened to Nosrat, I was struck by these words:

"I don't think I really understood that I was being left out until I saw myself reflected in art and I hope that it just continues to happen, and more and more people feel included and seen."

So often, the conversations around inclusion, social justice, and equity are argued in accusatory tones, yet Nosrat expresses it so simply here. She helps us see the positive impact of simply seeing oneself reflected in the culture.

I have written about this same topic as I experienced it, when C.J. Cregg appeared as the White House Press Secretary on *The West Wing*. Until that time, I understood some of the structural issues that disempowered me, but I did not realize that I was hungry for a story about who I thought I might be. It was not that I spent a lot of time complaining or even noticing my absence, but the presence was powerful. Like Nosrat, I embraced that experience as a kind of affirmation and a wish for everyone else.

However, wishing isn't enough. We need to take seriously the important work of reflecting the rich and diverse experiences of all people in our curriculum. Here is the thing; this is probably the easiest task we face when we consider issues of equity. This does not require new funding streams or K-12 reform. The only cost is the time required to make these shifts.

On the course level, this is just a little summer homework as we review our syllabi to see that insure that we are broadly representative in the voices and images we include. If the course is coming from a single perspective, perhaps some work needs to be done. Since the topics we discuss in education are researched everywhere in the world, it is just not that hard to find diversity. Indeed, the passage from *Americanah* that Nosrat references suggests that it need not always be one-to-one representation (Irish for Irish-Americans, Jamaican for Jamaican-Americans). Including some voices about the experience of being different from the majority can make a difference.

At the level of the major, we might ask a broader question. Have we explored the things that drive economic decisions from the perspectives of the many cultures within and outside of the United States? Is this knowledge woven into our business curriculum in ways that help students see that general notions of rational decision-making are cultural constructs that shift as priorities shift? How might those differences reflect understandings of commitments to family, community, nation, and self? There is so much research in business, economics, sociology, anthropology, and philosophy that could inform rich discussions about culturally shaped decision-making. Reading about these differences might allow for better predictions, but also better understanding of priorities among our friends and relatives.

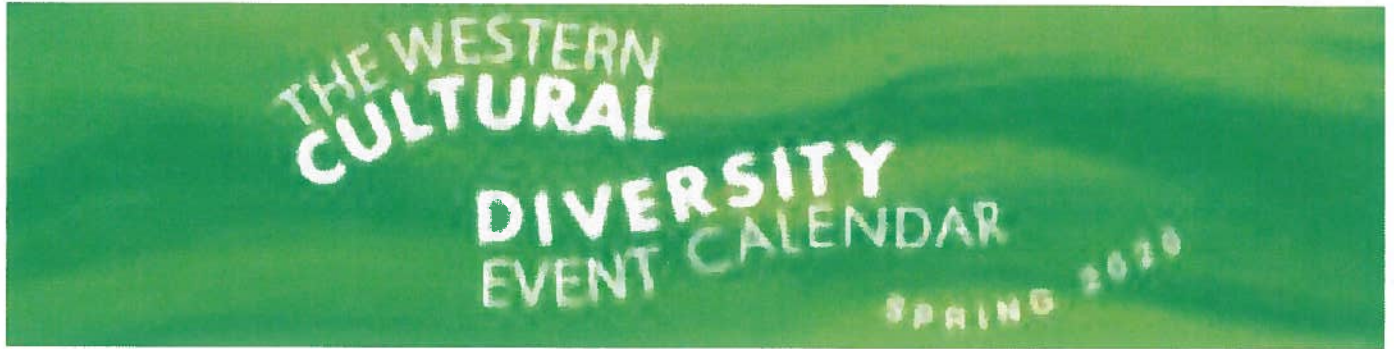
At the level of general education, have we infused considerations of our positions in society into most of our foundational requirements? It is not sufficient to check off the intercultural competency box (or whatever variation of this you have at your school) and call it a day. We must be weaving the impact of social and economic structures into most everything we do. This is not just for the humanities, it is also urgent in STEM. On Friday, I was listening to a story about training future physicians to diagnose things like skin cancer on patients who are not white. The current experience is that most of the images used in medical training are of light-skinned people. This leaves a big gap in the ability to see and easily recognize the signs of illness on darker skin. The simple answer, once again, is look at your materials

and include greater diversity. Then we all have half a chance of a timely and accurate diagnosis.

In a world filled with shouting, I hope this suggestion is heard in calm and inclusive tones. **I have not suggested excluding those who have had the benefit of attention prior to now.** We should still consider the contributions of Thomas Jefferson, Shakespeare, Nikola Tesla, and Henry Ford. Their work has important insights and points of argument and they should not be ignored. However, I believe there is room for Ida Tarbell, Mary McLeod Bethune, Ada Lovelace, and Sonya Sotomayor.

What I am trying to say, is there is lots of room for thoughtful inclusivity. There is time in our curriculum if we simply make that time. There are abundant examples to help us help our students see themselves in the thinking and the opportunities to which they are being introduced. If we do this, we can help “more and more people feel included and seen.”

Diversity Events Calendar – Spring 2020



Announcement(s):

Girl Talk Support Group



Sponsored by the [Women's Center for Greater Danbury](#)

Every semester the Women's Center facilitates a group called **Girl Talk** as a safe space for college students at WCSU can talk about topics such as self-esteem, relationships, goals, sexuality/identity, personal goals, peer support, and more. It is a great space for student to connect with other students and talk about things they are facing day to day. We will meet for one hour a week for over an 6-week period. The time and day is still TBD, but the group begins meeting on the week of March 2, 2020. In order for us to determine a time that works for the greatest number of people we are asking students to participate in our doodle poll: <https://bit.ly/38ww6Lh>.

If you know of a student whom you think might benefit from a support group, please encourage them to contact Sydney Trezza, Director of Campus Counseling and Advocacy with the Women's Center for Greater Danbury at (203) 837-3939 or by email at trezzas@wcsu.edu or you can fill out the doodle poll.

Hope and Healing Support Group



Sponsored by the [Women's Center for Greater Danbury](#)

The Women's Center facilitates a group called **Hope & Healing** for student survivors of sexual violence, dating abuse and domestic violence. This group welcomes all students of all identities to join. This group is free, confidential and meets once a week in White Hall, Room 003A. For more information on when the group will meet and for group registration, students must contact Sydney Trezza by email at trezsa@wcsu.edu or by phone at (203) 837-3939.

Upcoming Minority Recruitment and Retention Committee Project(s):



With members of the committee appointed by Dr. John Clark, President, and working in conjunction with the Office of Diversity

and Equity, the AAUP/SUOAF minority recruitment/retention committees endeavors to make available in any way it can to achieve the University's goal of recruiting and retaining minority faculty. According to the Collective Bargaining Agreements for SUOAF and AAUP, the role of the Minority Recruitment and Retention Committee(s) are to assist search committees and employees in their recruitment and retention of minorities, women and other protected groups, as well as support departments in the retention of said individuals through available funding opportunities.

To learn more, please [click here](#) to visit Office of Diversity and Equity website for more details.

Micro-aggressions and Micro-affirmations on Campus

Sponsored by the [WCSU/AAUP Minority Recruitment and Retention Committee](#) ("MRRC")

Members of the Department of Social Work will be conducting a research study with student-based focus groups to collect data in answer to research questions related to the effects and experiences of micro-aggressions and micro-affirmations for students from marginalized social groups on campus. If you wish to participate or learn more about this research study, please contact either Professor [Karen McLean](#) by email at mcleank@wcsu.edu or by phone at (203) 837-8937 or Professor [Lorraine Moya Salas](#) by email at salasl@wcsu.edu or by phone at (203) 837-8779.

More information will follow in the coming weeks of the Spring 2020 semester to announce either a schedule of events and/or focus group sessions on campus.

Roundtable event(s) on cultural and campus responsiveness to ethnic hair discrimination

Sponsored by the [WCSU/AAUP Minority Recruitment and Retention Committee](#) ("MRRC")

A member of the Department of Social Work will be conducting roundtable discussions with WCSU students to gain insight about student's experiences with ethnic hair (i.e., ethnic hair texture, hairstyles or coverings) and explore ways to address the issue/increase awareness of micro-aggressions and make recommendations to encourage inclusion on campus. If you wish to participate or learn more about this study, please contact Professor [Karen McLean](#) by email at mcleank@wcsu.edu.

More information will follow in the coming weeks of the Spring 2020 semester to announce either a schedule of events and/or focus group sessions on campus.

FEBRUARY



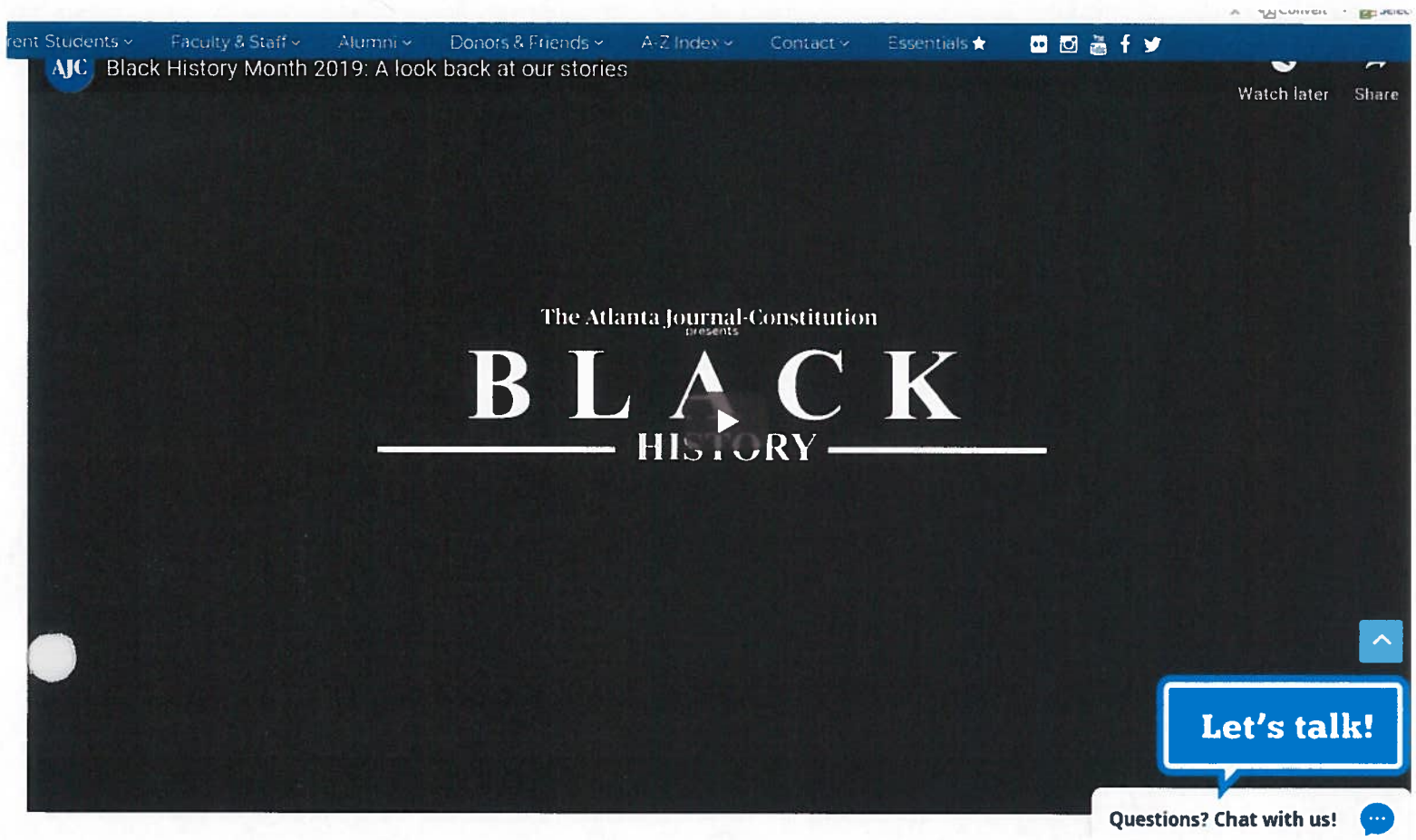
February marks Black Heritage/History Month (“BHHM”), a federally recognized, nationwide celebration that calls on all Americans to reflect on the significant roles that African-Americans have played in shaping history in the United States.

February marks Black Heritage/History Month, a tribute to African-American men and women who have made significant contributions to America and the rest of the world in the fields of science, politics, law, sports, the arts, entertainment, and many other fields.

While Black Heritage/History Month is synonymous with prominent figures such as [Martin Luther King Jr.](#), [Harriet Tubman](#), [Rosa Parks](#), [Muhammad Ali](#), [Jackie Robinson](#), [Langston Hughes](#), [Maya Angelou](#), and President [Barack Obama](#).

There are countless other African-Americans who’ve made a profound impact in history: self-made millionaire [Madam C.J. Walker](#), world-renowned sculptor [Edmonia Lewis](#), carbon filament light bulb inventor [Lewis Howard Latimer](#), open-heart surgeon [Daniel Hale Williams](#), science-fiction writer [Octavia E. Butler](#), and “Father of Black History” [Carter G. Woodson](#), who lobbied extensively to establish Black Heritage/History Month as a nationwide celebration, among many others.

Below, please look at a posted video that highlights the importance of Black Heritage/History Month and it's significance in higher education.



Western Connecticut State University is hosting campus events, lectures and activities in recognition of the month-long celebration and achievements in history.

BHHM Event: WCSU Black History and Heritage Month Food Showcase



Wednesday, February 5th, from 4:30 p.m. to 8:00 p.m.

Midtown Campus, Student Center Restaurant

Friday, February 14th to Sunday, February 23rd (All-Day Special of Chicken and Waffles)

Midtown Campus, Student Center Restaurant

West Side Campus, Student Market Place

Thursday, February 27, from 4:30 p.m to 8:00 p.m.

West Side Campus, Student Market Place

Sponsored by [Sodexo Food Service](#), the [Division of Student Affairs](#) and the [InterCultural Center](#).

Sodexo will be serving authentic cuisine in honor of Black History and Heritage Month. Students can use a meal swipe or Flex Points. These events are also open to the public with a surcharge of \$10.00 per person.

Event: Love is Sweet: Healthy Relationships



Wednesday, February 19, 2020

11:30 a.m. to 1:30 p.m.

West Side Campus, Second Floor Lobby Area (West Side Campus)

Sponsored by the [Women's Center for Greater Danbury](#)

The Women's Center of Greater Danbury is sponsoring the Love is Sweet: Healthy Relationships event to allow members of the campus community to learn more on the importance of identifying issues of domestic violence and/or interpersonal violence in a relationship.

MARCH



A nationally recognized celebration throughout March, [Women's History Month originates back to 1981](#), when Congress authorized and requested President Reagan to proclaim the week starting March 7, 1982, to be Women's History Week. The week in March was selected to commemorate an 1857 strike for better pay and working conditions held by women working in a garment factory. In 1987, [the National Women's History Project](#) successfully petitioned for Congress to designate the month of March to be Women's History Month.

Below, please look at a posted video that highlights strong, memorable women in history and how the value of women's history is recognized.



ONLINE ACTIVITY: Participants (known or anonymous) are asked to share a personal story on what has been discovered about the challenges and opportunities you've come to see about the strength and courageous lessons learned from women honored this month. Participants are asked to explore the ambivalence so commonly felt about what it is to be a woman. You can write this as a letter to your younger self on issues such as sex, sexuality, relationships and body image, and reflect on individual/personal growth.

The Office of Diversity and Equity ("ODE") will accept a one-page (or less) written story to post on social media. If you are interested in participating, please submit your written story to ode@wcsu.edu by **Friday, February 21, 2020** to view as a post on the ODE social media (i.e., Twitter and Instagram) in recognition of Women's History Month ("WHM") at WCSU.

Connecticut State University is hosting campus events, film screenings, interactive workshops and lectures throughout the month of March in honor of Women's History Month.

WHM Event: Unfinished Business: A Celebration of Women Trailblazers



Tuesday, March 3, 2020

5:00 p.m. to 8:00 p.m.

**President's Reception, Room 218, West Side Classroom Building
(West Side Campus)**

Reception sponsored by the [Office of Diversity and Equity](#)

This event celebrates the accomplishments of women in their respective fields and their contributions to the women's movement. The event will include Acapella performances, a fashion show and informational videos and tables as well as speakers from Mom's Demand Action and Connecticut State Representative Julie Kushner to discuss the different stages of the women's movement including its history, where we are now and where the movement is headed. A reception will be held after the festivities and the event is open to the public. Please [click here](#) to view the flyer/announcement.

WHM Event: Jane Doe No More Project: Escape Alive Survival Skills Program



Saturday, March 7, 2020

1:00 p.m. to 5:00 p.m.

Campus Center, Campus Center Ballroom (West Side Campus)

Sponsored by the [WCSU Police Department](#) and [Division of Student Affairs](#)

This 4-hour self-defense program is designed to empower women and girls to be prepared and able to defend themselves in the face of an attack. It combines a one (1) hour educational awareness course along with three (3) hours of physical skills training. Please attend in comfortable attire. The program is free and open to the public.

Please [click here](#) to view the flyer/announcement for this event.

WHM Event: The Clothesline Project



Tuesday, March 10, 2020

11:30 a.m. to 1:30 p.m.

Midtown Student Center First Floor Lobby Area (Midtown Campus)

Sponsored by the [Women's Center for Greater Danbury](#)

The Women's Center of Greater Danbury is sponsoring the Clothesline Project to allow members of the campus community to write messages to survivors of sexual assault on the back of T-shirts that will be hung for viewing.

WHM Event: Women's Center Information Table



Tuesday, March 24, 2020

10:30 a.m. to 12:30 p.m.

Midtown Student Center First Floor Lobby Area (Midtown Campus)

and

Wednesday, March 25, 2020

11:30 a.m. to 1:30 p.m.

Campus Center 2nd Floor Lobby Area (West Side Campus)

Sponsored by the [Women's Center for Greater Danbury](#)

The Women's Center of Greater Danbury is sponsoring a tabling session to educate everyone in the university community about the available resources, services and events on campus.

Event: 2020 Marcricastas Lecture Speaker on Entrepreneurship with WCSU Alumni 11' Jasson Arias



Thursday, March 26, 2020

5:30 p.m. to 7:30 p.m.

West Side Classroom Building, Room 218 West Side Campus)

Sponsored by the [Office of Institutional Advancement](#)

The featured lecturer, Jasson Arias, earned his bachelor's degree in business administration at WCSU in 2011. Jasson drew from the culinary traditions of his parents' native Guatemala, his Western education and his experience at Mezon Tapas Bar and Restaurant in Danbury to found his Rice and Beans food truck business in 2016. Serving weekly at sites in Danbury and Stamford as well as private parties and community events across Fairfield County, his signature yellow trailer specializes in white, brown or green rice served with black beans and tortilla chips as well as slow-cooked beef and chicken and roasted vegetable dishes. A portion of profits goes to his "Share Your Beans" charitable fund to help those in need.

Jasson's primary promotional vehicles has featured extensively on the Internet and social media, including Twitter, Facebook and Instagram. In this lecture, there will be discussion about lessons learned as a student. Now, as an alumnus, Jasson will share how presenting a focused and limited menu, streamlining the operations and reducing costs to maintain a successful business.

In early March 2020, Jasson Arais will talk about the opening of his first full service restaurant on Stony Hill Road in Bethel CT. This event is open to the public.

Event: Trystan Reese: Creating Change Keynote Address



Monday, March 30, 2020

6:30 p.m. to 8:30 p.m.

Ives Concert Hall (Midtown Campus)

Sponsored by the WCSU Gender and Sexuality Alliance Club

Trystan shares his story of life, family and transition with us. Trystan Reese sprang into the public consciousness in 2017 when he decided to tell his trans-pregnancy story in the mainstream media. He and his partner, Biff, are also the adoptive parents of Biff's biological niece and nephew. They are proud to have expanded the public conversation about trans-reproductive justice, queer families, and what it means to be a father. He regularly tells the unique story of his family's creation to audiences across the country.

This event is open to the public, but an RSVP is requested at:

<http://forms.gle/RQoFCSomP3deJCGh9>

Event: WCSU 5th Annual Health, Fitness and Wellness Fair

Tuesday, March 31, 2020

12:00 p.m. to 3:00 p.m.

Bill Williams Gym in Berkshire Hall (Midtown Campus)

The fifth annual health, fitness and wellness fair will feature various information tables, food samples, local vendors and a variety of fitness and wellness demonstrations. There will be free massages, raffles and giveaways on hand to participants.

Please [click here](#) to view the flyer and this event is open to the public.



APRIL

CULTURAL Mixology



MONTH AT WCSU

Our planet is filled with a rainbow of races and religions - all equal in every way. It doesn't matter if you don't understand them all or even know they exist, but it does matter that you accept them all and do not judge any of them as less than worthy. We are all in this together, and our ignorance of other's beliefs is no excuse for intolerance in any form.

As we enter April, I'd like everyone to take some time to celebrate [Diversity Month](#).

Our planet is filled with a rainbow of races and religions — all equal in every way. It doesn't matter if you don't understand them all or even know they exist, but it does matter that you accept them all and do not judge any of them as less than worthy. We are all in this together, and our ignorance of other's beliefs is no excuse for intolerance in any form.

As we enter April, I'd like everyone to take some time to celebrate [Diversity Month](#).

COMMUNITY ACTIVITY: Take the time to INVOLVE yourself and others in learning about cultures and religions that are not part of your daily life. Involve your children, family, friends and neighbors; so that we may all gain a better understanding of our global family. Talk about, show examples of and become involved in celebrating diversity today and every day. There are endless possibilities of how you can do this, but here are five simple examples if you need a bit of inspiration:

1. Create a craft with your friends and family that represents different cultures.
2. Invite friends and family over for a pot luck meal where participants bring in dishes that represent ethnic foods.
3. Explore different cultures through art forms, poetry, music, crafts, traditional costumes, language, etc. Have an art show featuring local, diverse artists, or a poetry reading, or a concert.
4. Rent movies that deal with diverse topics.
5. Read about a religion you have heard of, but don't know much, if anything, about.

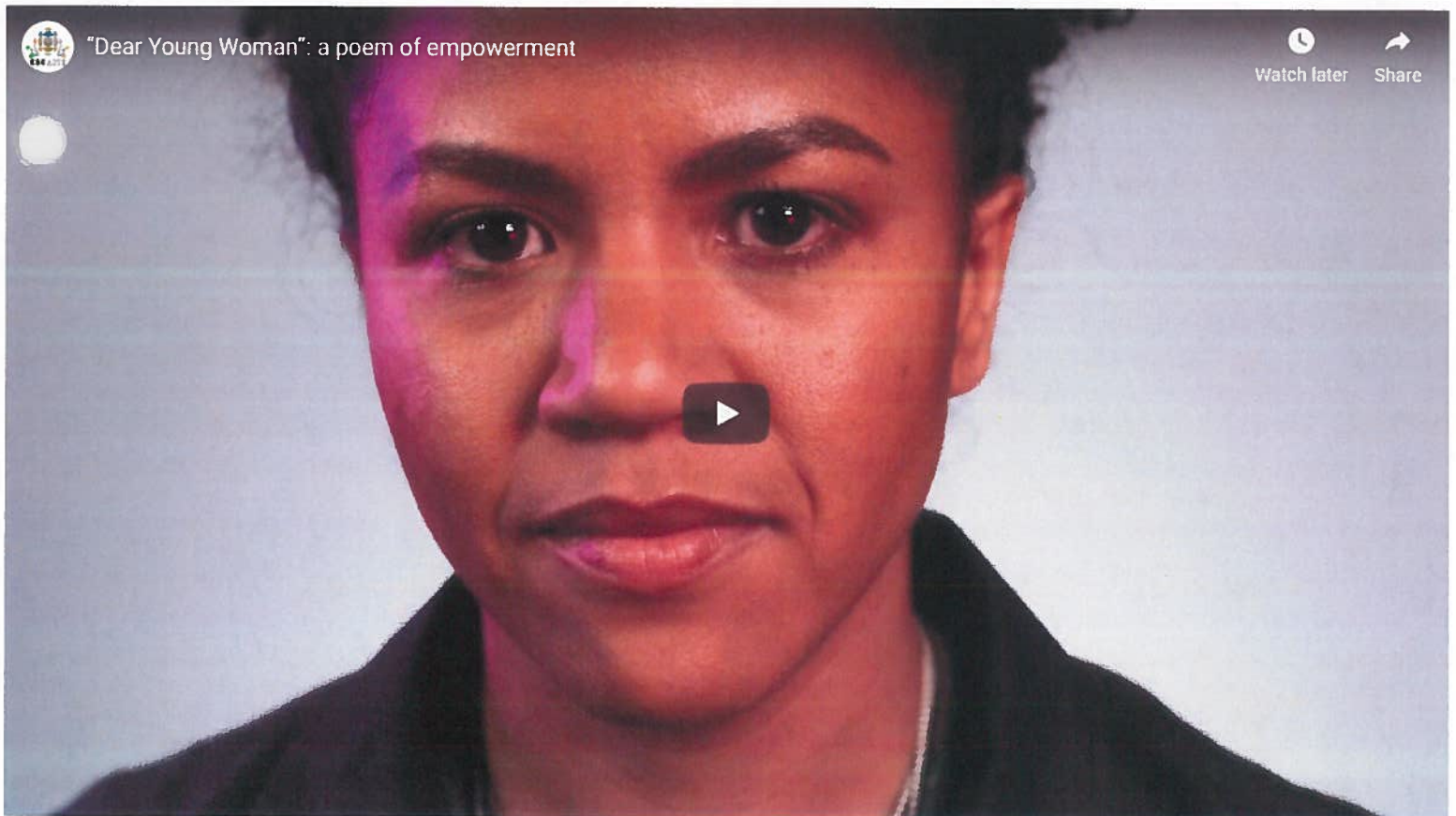
The Office of Diversity and Equity ("ODE") will accept a one-page (or less) written story about your community activity to post on social media. If you are interested in participating, please submit your written story to ode@wcsu.edu by **Friday, March 27, 2020** to view as a post on the ODE social media (i.e., Twitter and Instagram) in recognition of WCSU Cultural Diversity Month.

The Intercultural Center at Western Connecticut State University is hosting student-centered campus events throughout the month of April to recognize and pledge our commitment to diversity and inclusion within our university community.



Sexual Assault Awareness Month ("SAAM") is an annual designation observed in April. During this month, WCSU raises awareness about sexual violence in Connecticut and educates our community on how to prevent it and be active bystanders in prevention and awareness.

Below, please look at a posted video poem that highlights how important it is to be an active bystander and learn from the value of your voice as a survivor of sexual violence and/or as a friend and/or relative of a survivor of sexual violence.



This poem, "Dear Young Woman" was written and performed by Britta Badou, Kingston born and Toronto based spoken word poet, teaching artist, about the importance of female empowerment and recognizing value in your voice.

Western Connecticut State University is hosting campus events, film screenings, interactive workshops and lectures throughout the month of April to recognize and pledge our commitment to survivors and allies in combating sexual violence.

SAAM Event: "Can I Give You a Kiss" Consent Event



Monday, April 6, 2020

11:30 a.m. – 1:30 p.m.

2nd Fl. Lobby Area, Campus Center (West Side Campus)

Sponsored by the [Women's Center for Greater Danbury](#)

The Women's Center of Greater Danbury is sponsoring a tabling session to educate everyone in the university community about the available resources, services and events on campus about affirmative consent. Hershey "kisses" will be handed out.

SAAM Event: Step Up Against Sexual Assault

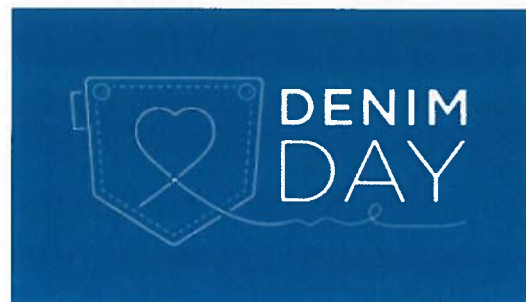
Tuesday, April 14, 2020

11:30 a.m. – 1:30 p.m.

Midtown Student Center, First Floor Lobby Area

Sponsored by the [Women's Center for Greater Danbury](#)

The Women's Center of Greater Danbury is sponsoring this event to allow members of the university community to write messages to survivors on flags that will be placed in the quadrangle on the Midtown Campus. April is Sexual Assault Awareness Month and



this event is one of the ways that we recognize the importance of this month

SAAM Event: Denim Day

Tuesday, April 28, 2020

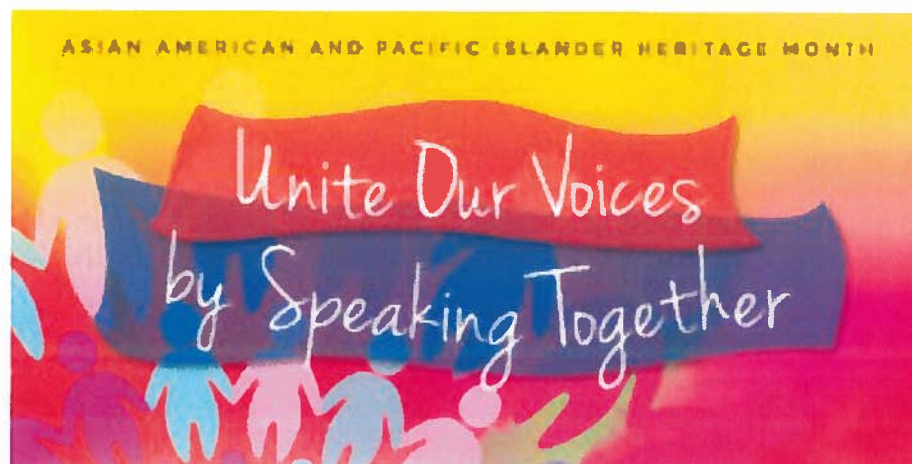
All Day

2nd Fl. Lobby Area, Campus Center (West Side Campus)

Sponsored by the [Women's Center for Greater Danbury](#)

The Women's Center of Greater Danbury is sponsoring this event to allow members of the university community to wear denim all day in order to raise awareness about sexual assault.

MAY



May is Asian American and Pacific Islander Heritage Month – a celebration of Asians and Pacific Islanders in the United States. A rather broad term, Asian/Pacific encompasses all of the Asian continent and

the Pacific islands of Melanesia (New Guinea, New Caledonia, Vanuatu, Fiji and the Solomon Islands), Micronesia (Marianas, Guam, Wake Island, Palau, Marshall Islands, Kiribati, Nauru and the Federated States of Micronesia) and Polynesia (New Zealand, Hawaiian Islands, Rotuma, Midway Islands, Samoa, American Samoa, Tonga, Tuvalu, Cook Islands, French Polynesia and Easter Island).

Like most commemorative months, Asian American and Pacific Islander Heritage Month originated with Congress. In 1977 Reps. Frank Horton of New York introduced [House Joint Resolution 540](#) to proclaim the first ten days in May as Pacific/Asian American Heritage Week. In the same year, Senator Daniel Inouye introduced a similar resolution, [Senate Joint Resolution 72](#). Neither of these resolutions passed, so in June 1978, Rep. Horton introduced [House Joint Resolution 1007](#). This resolution proposed that the President should “proclaim a week, which is to include the seventh and tenth of the month, during the first ten

days in May of 1979 as 'Asian/Pacific American Heritage Week.'" This joint resolution was passed by the House and then the Senate and was signed by President Jimmy Carter on October 5, 1978 to become [Public Law 95-419](#) (PDF, 158kb). This law amended the original language of the bill and directed the President to issue a proclamation for the "7 day period beginning on May 4, 1979 as 'Asian/Pacific American Heritage Week.'" During the next decade, presidents passed annual proclamations for Asian/Pacific American Heritage Week until 1990 when Congress passed [Public Law 101-283](#) (PDF, 166kb) which expanded the observance to a month for 1990. Then in 1992, Congress passed [Public Law 102-450](#) (PDF, 285kb) which annually designated May as Asian American/Pacific Islander Heritage Month.

The month of May was chosen to commemorate the immigration of the first Japanese to the United States on May 7, 1843, and to mark the anniversary of the completion of the transcontinental railroad on May 10, 1869. The majority of the workers who laid the tracks were Chinese immigrants.

ONLINE ACTIVITY: Participants (known or anonymous) are asked to share a personal story on what has been discovered about the challenges and opportunities to retain cultural identity either growing up (in a predominant Asian-American and/or Pacific Islander family) or having immigrated to the United States. Participants are asked to explore the ambivalence so commonly felt about being from a different cultural background, descended from roots and/or immigrants' heritage and faith.

The Office of Diversity and Equity ("ODE") will accept a one-page (or less) written story to post on social media. If you are interested in participating, please submit your written story to ode@wcsu.edu by **Friday, April 24, 2020** to view as a post on the ODE social media (i.e., Twitter and Instagram) in recognition of Asian American and Pacific Islander Heritage Month at WCSU.



[Jewish American Heritage Month](#) is celebrated in the month of May, and at Western Connecticut State University, we are commemorating this month by promoting the theme in

highlighting stories of people from all backgrounds and ages who came to the United States looking for a new world to build their futures. Jewish American Heritage Month provides us with a time to reflect on our roots, our families and our proud heritage as Americans. Some of us arrived in massive numbers in the late 1800's into the early 20th Century from Europe or from North Africa and the Middle East, others through the ashes of the Holocaust, and others arriving from the Former Soviet Union in more recent years. But all of us, our parents, and grandparents came here seeking a better future.

ONLINE ACTIVITY: Participants (known or anonymous) are asked to share a personal story on what has been discovered about the challenges and opportunities to retain cultural identity either growing up (in a predominant Jewish family) or having immigrated to the United States. Participants are asked to explore the ambivalence so commonly felt about being from a different cultural background, descended from roots and/or immigrants' heritage and faith. The Office of Diversity and Equity ("ODE") will accept a one-page (or less) written story to post on social media. If you are interested in participating, please submit your written story to ode@wcsu.edu by **Friday, April 24, 2020** to view as a post on the ODE social media (i.e., Twitter and Instagram) in recognition of Jewish American Heritage Month at WCSU.

LUNCH WITH A LEADER SERIES



Sponsored by the Office of Diversity and Equity, What is Lunch with a Leader? Chief Diversity Officer, Jesenia Minier-Delgado will invite guest speakers to present and share stories of their professional journeys. Each invited guest(s) /speaker(s) holds leadership positions in higher education, law enforcement, social services and the business fields in Danbury and/or in the surrounding regions of Connecticut. Each of the invited guest(s) will share their personal anecdotes about how they succeeded, challenges faced, and also offer tips and career advice to students, faculty and staff. The attendees will have an opportunity to build a network and better understand the requisite skills to succeed in various career fields.

Please contact Ms. Keisha Stokes by phone at (203) 837-8278 or by email at stokesk@wcsu.edu to register and attend any of the listed series date(s). Attendance is limited to up to 15 participants each session. Students are highly encouraged to attend and register, but faculty and staff are welcome to attend and register as well. Lunch will be provided for registered guests and you will receive a confirmation email upon your registration.

Featured speakers and event date(s) and time(s) will be sent as university announcements and posted on (or after) February 28, 2020.

INSTITUTIONAL AID APPLICATION WORKSHOP FOR UNDOCUMENTED STUDENTS

Wednesday, Feb 19th
@ 11am - 2pm

Warner Hall, Room 225

WCSU, 181 White Street, Danbury, CT

ATTENTION: Undocumented students can
now apply for institutional financial aid at
CT public colleges!

APPLICATION DEADLINE MARCH 1ST

Come and get support from
WCSU on how to fill out the
AACTUS application form!

FREE EVENT

**CT STUDENTS
FOR A DREAM***

 **UNDOCUALLY**
WESTERN CONNECTICUT STATE UNIVERSITY



Hosted by: WCSU UndocuAlly Taskforce, CT Students for a Dream

Sponsored by The Office of Diversity & Equity

NATURAL HAIR-THE MOVIE



SHOWING OF "NATURAL HAIR: THE MOVIE"
FOLLOWED BY A DISCUSSION ON HAIR
DISCRIMINATION

March 2, 2020 | 4pm
White Hall 127

Contact Dr Karen
McLean with any
questions-
brownk@wcsu.edu.



UNFINISHED BUSINESS:

A CELEBRATION OF
WOMEN TRAILBLAZERS

Tuesday March 3, 5-8 p.m.

President's Reception, Room 218
Westside Classroom Building, WCSU

Will include:

- Musical performances
- Fashion Designer Showcase
- Informational videos and tables
- Speakers from organizations such as Mom's Demand Action and League of Women Voters
- Discussion by Connecticut State Representative Julie Kushner

**MOM'S
DEMAND
ACTION**
FOR ECONOMIC & SOCIAL JUSTICE



Connecticut State Representative Julie Kushner will discuss policy and its relevance to the 21st-century women's movement and the continued struggle for gender and economic equality.

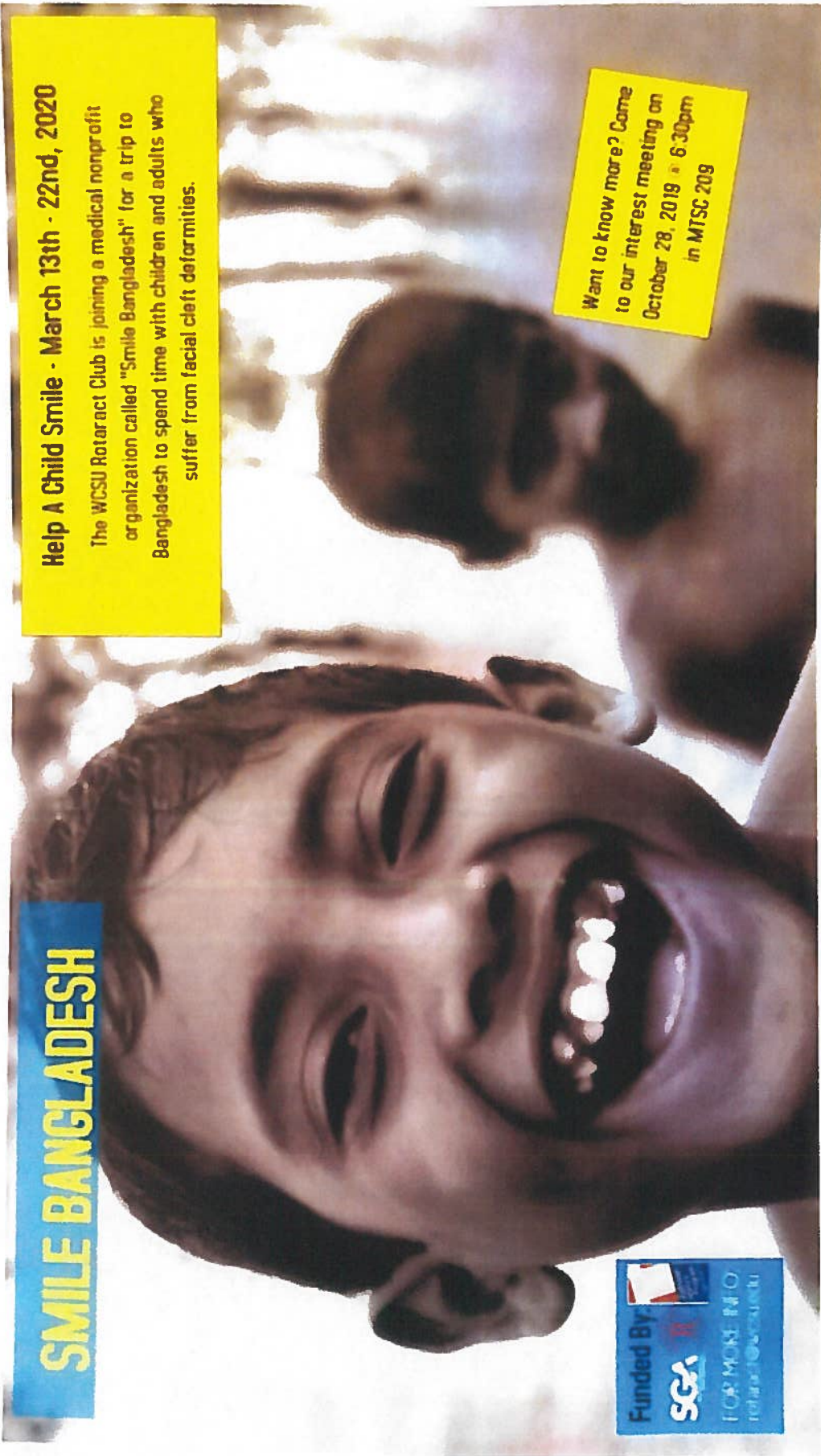
Reception Sponsored by the
Office of Diversity and Equity

SMILE BANGLADESH

Help A Child Smile - March 13th - 22nd, 2020

The WCSU Rotaract Club is joining a medical nonprofit organization called "Smile Bangladesh" for a trip to Bangladesh to spend time with children and adults who suffer from facial cleft deformities.

Want to know more? Come to our interest meeting on October 28, 2018 @ 6:30pm in MTSC 209



Section Q

Element No. 17

CONCLUDING STATEMENT

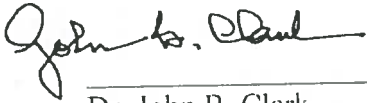
Sec. 46a-68-94

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.



Dr. John B. Clark
President

9/15/2020

Date