AFFIRMATIVE ACTION PLAN

Dr. John B. Clark
President

Reporting Period: April 1, 2020 to March 31, 2021

Submitted: July 30, 2021

Western Connecticut State University
Affirmative Action Plan
July 30, 2021

Section A

Element No. 1

POLICY STATEMENT

Sec. 46a-68-78

WESTERN CONNECTICUT STATE UNIVERSITY

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 Statues, 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 has served as the appointed Chief Diversity Officer. Ms. Minier 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 minierj@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

7-26-2021
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 14, 2021 following approval of the 2020 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 on-going 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.

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 and Sexual Harassment (Title IX) Online training	70	60	**130**	50	44	7	6	3	2	10	8
FirstNet Sexual Harassment Online Training*	385	135	**520**								
Ethnic/Gender Training Totals:				50	44	7	6	3	2	10	8

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

Due to the COVID-19 pandemic, the University delivered various virtual programs and activities, which include, but are not limited to, the following: Black/African American History Month, Hispanic Heritage Month, Domestic Violence Awareness Month, Women's History Month, Sexual Assault Awareness Month programs, and the distribution of the quarterly Macricostas Faculty Newsletter and Academic Affairs Newsletter. All of these campus programs and initiatives were virtually received and/or attended by all levels of the University community.

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 February 22, 2021, 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:

Ms. Jesenia Minier
Chief Diversity Officer
Western Connecticut State University
Midtown Campus, University Hall, Room 202B
181 White St., Danbury, Connecticut 06810
Telephone: (203) 837-8277
Email: minierdelgadoj@wcsu.edu

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

A subsequent notification was sent (by email) on February 22, 2021 (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 2020 Plan.

Section B

Element No. 2(a)

INTERNAL COMMUNICATION

Sec. 46a-68-79

(ATTACHMENTS AND DOCUMENTATION)

Affirmative Action Commitment

Office of Diversity and Equity <ode@wcsu.edu>
Wed 5/19/2021 11:57 AM

To: barrj@ecsu.edu <barrj@ecsu.edu>
Bcc: Jesenia Minier <minierj@wcsu.edu>

1 attachments (991 KB)
Affirmative Action Commitment (J. Barr, President).pdf;

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

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's Office of Diversity and Equity to support your represented membership.

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 minierj@wcsu.edu.

I look forward to working with your organization.

Sincerely,

Jesenia Minier

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

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

WESTERN CONNECTICUT STATE UNIVERSITY

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY
181 White Street, University Hall
Danbury, Connecticut 06810

Phone: (203) 837-8444
Email: ode@wcsu.edu
www.wcsu.edu/diversity/

May 19, 2021

Sent via Email to barrj@ecsu.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.

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.

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Sincerely,

Jesenia Minier

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

Affirmative Action Commitment

Office of Diversity and Equity <ode@wcsu.edu>
Wed 5/19/2021 10:22 AM

To: Carl Chisem <cchisem@ceui.org>
Bcc: Jesenia Minier <minierj@wcsu.edu>

1 attachments (995 KB)
Affirmative Action Commitment (C. Chisem).pdf;

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

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's Office of Diversity and Equity to support your represented membership.

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I look forward to working with your organization.

Sincerely,

Jesenia Minier

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

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

WESTERN CONNECTICUT STATE UNIVERSITY

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OFFICE OF DIVERSITY & EQUITY
181 White Street, University Hall
Danbury, Connecticut 06810

Phone: (203) 837-8444
Email: ode@wcsu.edu
www.wcsu.edu/diversity/

May 19, 2021

Sent via Email to cchisem@ceui.org
Mr. Carl Chisem, President
Connecticut Employees Union Independent
110 Randolph Road
Middletown, Connecticut 06457

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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Jesenia Minier

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

Affirmative Action Commitment

Office of Diversity and Equity <ode@wcsu.edu>
Wed 5/19/2021 12:04 PM

To: info@council4.org <info@council4.org>
Bcc: Jesenia Minier <minierj@wcsu.edu>

1 attachments (996 KB)
Affirmative Action Commitment (J. Barr, Exec. Director).pdf;

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

Dear Mr. Barr:

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I look forward to working with your organization.

Sincerely,

Jesenia Minier

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

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

WESTERN CONNECTICUT STATE UNIVERSITY

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181 White Street, University Hall
Danbury, Connecticut 06810

Phone: (203) 837-8444
Email: ode@wcsu.edu
www.wcsu.edu/diversity/

May 19, 2021

Sent via 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

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CHIEF DIVERSITY OFFICER

Affirmative Action Commitment

Office of Diversity and Equity <ode@wcsu.edu>
Wed 5/19/2021 12:09 PM

To: jdisette@andr.org <jdisette@andr.org>
Bcc: Jesenia Minier <minierj@wcsu.edu>

1 attachments (996 KB)
Affirmative Action Commitment (J. DiSette).pdf;

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

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's Office of Diversity and Equity to support your represented membership.

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Jesenia Minier

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

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Danbury, Connecticut 06810

Phone: (203) 837-8444
Email: ode@wcsu.edu
www.wcsu.edu/diversity/

May 19, 2021

Sent via 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

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

Affirmative Action Commitment

Office of Diversity and Equity <ode@wcsu.edu>
Wed 5/19/2021 12:28 PM

To: Burkholder, Thomas (Chemistry) <Burkholder@ccsu.edu>
Bcc: Jesenia Minier <minierj@wcsu.edu>

1 attachments (981 KB)
Affirmative Action Commitment (T. Burkholder).pdf;

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

Dear Mr. Burkholder:

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181 White Street, University Hall
Danbury, Connecticut 06810

Phone: (203) 837-8444
Email: ode@wcsu.edu
www.wcsu.edu/diversity/

May 19, 2021

Sent via Email to burkholder@ccsu.edu
Mr. Tom Burkholder, President
CCSU-AAUP Office
Marcus White Hall, Room 316-319-322
New Britain, Connecticut 06050

Dear Mr. Burkholder:

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 minierj@wcsu.edu. I look forward to working with your organization.

Sincerely,

Jesenia Minier

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

Affirmative Action Commitment

Office of Diversity and Equity <ode@wcsu.edu>
Wed 5/19/2021 12:48 PM

To: Rotua Lumbantobing <lumbantobingr@wcsu.edu>
Bcc: Jesenia Minier <minierj@wcsu.edu>

1 attachments (1,001 KB)
Affirmative Action Commitment (R. Lumbantobing).pdf;

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

Dear Professor, 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's Office of Diversity and Equity to support your represented membership.

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I look forward to working with your organization.

Sincerely,

Jesenia Minier

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

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

WESTERN CONNECTICUT STATE UNIVERSITY

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY
181 White Street, University Hall
Danbury, Connecticut 06810

Phone: (203) 837-8444
Email: ode@wcsu.edu
www.wcsu.edu/diversity/

May 19, 2021

Sent via Email to lumbantobingr@wcsu.edu
Professor Rotua Lumbantobing, President
WCSU-AAUP
181 White Street
Warner Hall, Room 205
Danbury, Connecticut 06810

Dear Professor 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

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

Affirmative Action Commitment

Office of Diversity and Equity <ode@wcsu.edu>
Wed 5/19/2021 12:54 PM

To: Rebecca Woodward <woodwardr@wcsu.edu>
Bcc: Jesenia Minier <minierj@wcsu.edu>

1 attachments (1,012 KB)
Affirmative Action Commitment (R. Woodward).pdf;

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

Dear Mrs. Woodward:

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I look forward to working with your organization.

Sincerely,

Jesenia Minier

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

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

WESTERN CONNECTICUT STATE UNIVERSITY

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY
181 White Street, University Hall
Danbury, Connecticut 06810

Phone: (203) 837-8444
Email: ode@wcsu.edu
www.wcsu.edu/diversity/

May 19, 2021

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

JESENIA MINIER, MPA
CHIEF DIVERSITY OFFICER

WCSU Affirmative Action Plan

Office of Diversity and Equity <ode@wcsu.edu>
Mon 2/22/2021 4:29 PM
To: users-adm <users-adm@wcsu.edu>; users-aca <users-aca@wcsu.edu>

From the Office of Diversity & Equity

Greetings to all!

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 an electronic copy of the Plan and/or review and comment on the Plan. You may review and comment on the Plan during the Plan's review period and all comments should be addressed (via email) to:

Ms. Jesenia Minier
Chief Diversity Officer
Email: minierj@wcsu.edu

In accordance with this practice, after notifications from the Commission on Human Rights and Opportunities of the disposition of this Plan, a written (and email) notice will be to all employees (on or after January 31, 2021) informing them of their electronic accessibility to the filed 2020 Affirmative Action Plan.

During this time, please feel free to send any noted questions and comments about this action or to request to review the 2020 Affirmative Action Plan until it is publicly posted.

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
https://www.wcsu.edu/diversity/

Does the search committee make the final hiring decision?

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

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

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

Is a search committee's work confidential?

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

For more information, please contact:

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

WESTERN CONNECTICUT STATE UNIVERSITY

181 White Street, Danbury, CT 06810

Office of Diversity and Equity

A Guide for SEARCH COMMITTEES

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 filed 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 non-union, [illegible]

When should a search committee begin its work?

[illegible] the Hiring Supervisor arranges the initial meeting in consultation with the Chief Diversity Officer. Search committees function and begin their work promptly, generally within a better opportunity to succeed. Candidates are hired [illegible] University offer and also applicants at other universities — the sooner the search committee proceeds to consider candidates, the more competitive our University can be.

Who should attend the initial search committee meeting?

[illegible] Hiring Supervisor and the Chief Diversity Officer. Participation [illegible]

What is the purpose of the initial search committee meeting?

[illegible]

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

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

How does the search committee get applicants' resumes?

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

Do the selection criteria have to be approved?

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

Office of Diversity and Equity

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 cited in the Affirmative Action Plan. Any questions and concerns can be addressed by the Office of Diversity and Equity (ODE), (203) 837-8279.

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 to each of the following search procedures.

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

- Management Confidential
- Administrative Faculty (SUOAF)
- Division – Clerical, Service 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, or complainments 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/manage any recognized biases they may have during the process.

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)

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

WESTERN CONNECTICUT STATE UNIVERSITY

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.

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

WESTERN CONNECTICUT STATE UNIVERSITY

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 RECRUTIMENT 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

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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

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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.

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Sincerely,

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

Or

Missy Alexander, PhD
Vice President
Division of Academic Affairs

Enclosure

WESTERN CONNECTICUT STATE UNIVERSITY

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 100005
(212) 558-5300 (Phone)
(212) 344-5322 (Fax)
www.nul.org

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

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

The National Minority Employment Network
P.O. Box 30
New Haven, CT 05762
(888) 919-1112
www.Nemnet.com

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

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

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

GENERAL RESOURCES

AFRICAN AMERICAN

100 Black Men America Inc.
World Headquarters
141 Auburn Avenue
Atlanta,GA 30303
(404) 688-5100 (Phone)
(404) 688-1028 (Fax)
www.100blackmen.org

Coalition of Black Trade Unionist
1050 17th Street, NW Suite 605
Washington, DC 20036
(202) 496-5300
www.cbtu.org
Mailing Address:
CBTU National Office
PO Box 6628
Washington, DC 20035

National Coaltion of 100 Black Women
1925 Adam C. Powell Jr. Blvd. Suite 11.
New York, NY 10026
(212) 222-5660 (Phone)
(212) 222-5675 (Fax)
www.nc100bw.org

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

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

The Institute for Research on the African Diaspora in the Americas and the Caribbean
IRADAC
The Graduate Center
365 5th Avenue – Room 7114
New York, NY 10016
(212) 817-2070 (Phone)
(212) 817-1579 (Fax)
http://web.gc.cuny.edu/iradac/index.htm

United Negro College Fund
8260 Willow Oak Corproate Drive
PO Box 10444
Fairfax, Virginia 22031-8044
(800) 331-22444
NY Office:
United Negro College Fund, Inc.
120 Wall Street, 9th Floor
New York, New York 10005
(212) 820-0140 (Phone)
(212) 820-0157 (Fax)
www.uncf.org

ASIAN AMERICAN

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

National Association of Asian-American Professionals
P. O. Box 52030
Boston, MA 02205
www.naaap.org

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

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

HISPANIC AMERICAN/ LATIN AMERICAN

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

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

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

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

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

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

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

HISPANIC/LATINO

Hispanic American Center for Economic Research (HACER Inc.)
910 17th Street NW Suite 422
Washington, DC 20006-2605
(202) 558-2544 (Phone)
www.Hacer.org

Statewide Hispanic Chamber of Commerce of 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.hispanictlink.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.ccny.cuny.edu

ITALIAN AMERICAN

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

The Coalition of Italo-American Associations Inc.
555 Madison Avenue, 12th Floor
New York, NY 10022
(21) 755-1492 / (212) 755-3762 Fax
www.Italiancoalition.org

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

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

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

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

NATIVE AMERICAN / AMERICAN INDIAN

American Indian College Fund
8333 Greenwood Blvd
Denver, CO 80221
800-776-8363
www.collegefund.com

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

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

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

Tribal College Journal of American Indian HE
P. O. Box 720
130 East Montezuma
Mancos, CO 81328
(970) 533-9170 / (970) 533-9145 Fax
www.tribalcollegejournal.org

DISABILITY RESOURCES

Alexander Graham Bell Association for the Deaf and Hard of Hearing
3417 Volta Place, NW
Washington, DC 20007
(202) 337-5220 / (202) 337-8314 Fax
www.agbell.org

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

Association on Higher Education and Disability
107 Commerce Center 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 Avenu, 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

HIGHER EDUCATION

RESOURCES

AFRICAN AMERICAN

African-American Institute
Graybar Building
420 Lexington Avenue, Suite 1706
New York, NY 10170
www.aaionline.org
Contect Mora McClean x 1806
(212) 949-5666 (Phone)
(212) 682-6174 (Fax)

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

Association for the Study of Afro-American Life and History
CB Powell Building
525 Bryant Street, Suite C142
Washington, DC 20059
www.asalh.com
Contact: Sylvia Cyrus, Exec. Director
(202) 865-0053 (Phone)
(202) 265-7920 (Fax)

Association of Black Sociologists
4200 Wisconsin Avenue NW
PMB 106-257
Washington, DC 20016
(202) 365-1759 (Phone)
(202) 403-3424 (Fax)
info@blacksociologists.org
Listserv: ABSLISTSERV@yahoogroups.com
Contact: Evita Bynum, Exec. Officer
www.blacksociologists.org

Black Issues in Higher Education
10520 Warwick Avenue, Suite B-8

Fairfax, Va. 22030-3136
800-783-3199 or
(703) 385-2981/ (703) 385-1839 Fax
www.blackissues.com

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

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

National Alliance of Black School Educators
310 Pennsylvania Avenue S.E.
Washington D.C. 20003
800-221-2654
(202) 608-6310 / (202) 608-6319 Fax
www.Nabse.org

National Conference of Black Political Scientists
Houston Community College
Houston, TX
www.ncobps.org
(713) 718-6060

A. Philip Randolph Institute
815 16th Street, NW 4th Floor
Washoington, DC 2006
(202) 508-3710 (phone)
(202) 508-3711 (fax)
www.apri.org

***The Journal of Blacks in Highe Education**
200W. 57th Street, Suite 1304
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 Assocaition for Affirmative Action
888 16th Stret, NW Suite 800
Washington, DC 20006
www.affirmativeaction.org
Contact: Shirley Wilcher, Esq, Exec. Director
(202) 349-9855 Ext. 1857 or (800) 252-8952
(202) 355-1399 (Fax)

American Association of University Professors
1133 Nineteenth St., NW Suite 200

Washington, DC 20036
www.aaup.org
Contact: Ruth Flower, Director
(202) 737-5900 (Phone)
(202) 737-5526 (Fax)

American Association of Collegiate Registrars and Admissions
1 Dupont Circle NW, Suite 520
Washington, DC 20036
(202) 293-9161 (Phone)
(202) 872-8857 (Fax)
www.aacrao.org

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

New York State Association of College Admissions Counselors
126 S Swan Street, Suite 101
Albany, NY 12210
(518) 472-1977
(518) 472-1984

National Education Association
1201 16th Street, NW
Washington, DC 20036
www.nea.org
(202) 833-4000 (Phone)
(202) 822-7974 (Fax)
NY Office:
800 Troy-Schenectady Road
Latham, NY 12110-2445
(518) 213-6000
(518) 6414

The Chronicle of Higher Education
1255 Twenty-Third Street, NW Seventh Floor
Washington DC 20037
(202) 466-1050 (Phone/jobs)
(202) 452-1033 (Fax)
www.chronicle.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

Highe Education Recruitement Consortium (metro NY & Southern Connecticut)
103 Low Memorial Library
535 West 116th Street, MC 4333
New York, NY 1007
(212) 854-5449 (Phone)
(212) 854-1368 (Fax)

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

National Association for Equal Employment Opportunities in Higher Education
209 Third Street, SE
Washington, DC 20003
(202) 552-3200 (Phone)
(202) 552-3300 (Fax)
www.nafeo.org

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

National Minority Careers in Education Expo
Tylin Promotions
1146 N. Mesa Dr. Suite 102-300
Mesa, AZ 85201-3539
www.Deptofed.org

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

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

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

WOMEN

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

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

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

Minority & Women's Doctoral Directory
3001 Bridgeway, Suite K119
Sausalito, CA 94965
(415) 332-6933/ (415) 332-4799 Fax
www.mwdd.com

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

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 stalking 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 Miner-Delgado, [illegible]	[illegible]
OR [illegible] Campus Response and Resource Team (CaRRT) [illegible] [illegible] University Policy regarding Sexual Misconduct Reporting, Support Service and Processes	
Elliot Roger Cramer	[illegible]
Lieutenant Richard Montefusco	[illegible]
University Police Dispatch Center	[illegible]
Charles Alexander	[illegible]
Dr. Walter Cramer	[illegible]
Counseling Center	[illegible]
The Women's Center for Greater Danbury Regina Hartlock Sydney Rosen Women's Center Hotline: [illegible] Sexual Assault Hotline: [illegible] Domestic Violence Hotline: [illegible]	[illegible]

WESTERN CONNECTICUT STATE UNIVERSITY

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, in conjunction with members of our academic departments and the Human. Resources Department, maintain annual subscriptions 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/CT Hires, 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 university vacancies; and therefore, not all position announcements will appear in each listed 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). As of July 1, 2019, the University has no longer continued the institutional membership, but still have available access to recruitment resources for general use.

Effective July 1, 2019, the WCSU President facilitated an institutional membership through June 30, 2022 with the Hispanic Association of Colleges and Universities ("HACU") as a recruitment source and target recruitment efforts with their 20,000+ users to post and advertise all faculty and administrative open positions primarily across the nation. As of July 1, 2021, the University continues to hold an associate institutional membership and is looking to apply for a Hispanic Serving Institutional designation with the assistance of HACU from our increasing Hispanic/Latino student enrollment figures.

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 and contact information 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, in conjunction with 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:

CSCU Diversity and Equity Committee – Members of the Connecticut State Colleges and University has designated representatives (one representative from WCSU) who serve as faculty/staff and student advisors for the CSCU System Office.

WCSU/AAUP Minority Recruitment and Retention Committee – With members of the committee appointed by the WCSU President, and working in conjunction with the Office of Diversity and Equity, the 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.

WCSU/SUOAF Minority Recruitment and Mentoring Committee – With members of the committee appointed by the WCSU President, and working in conjunction with the Office of Diversity and Equity, the 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.

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.

For FY 2021, the University was assigned contracting goals totaling $363,636.88 for Small Business Enterprises of which $255,836.81 is the goal for Minority Business Enterprises for standard purchases. For FY 2021, through the completion of the third quarter, the University realized over 174% of its contracting goals with Small Business Enterprises and over 62% of its contracting goals with Minority Business Enterprises. In addition, for the construction contracting goals totaling $791,198.00, through the end of the third quarter, $632,958.00, has been awarded to small business enterprises of which $158,240.00 was awarded to minority business enterprises.

The March 31, 2021 annual report provides the yearly summary of the total dollar contracts and number of contracts awarded for the FY 2021. The breakdown of small contractor purchases/contracts, MBE purchases, and MBE good faith efforts are identified. Highlights of this summary include the inclusion of new vendors and the overall strength of SBE/MBE contracting at the University.

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

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

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

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

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

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

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)

Keisha Stokes

Contact Group Name: Connecticut Area Colleges & Universities (Recruitment Distribution List Serv)

Members:

Anastasia Pych - Middlesex Community College	apych@mxcc.edu
Cheryl Cyr - Asnuntuck Community College	ccyr@asnuntuck.edu
Cheryl De Vonish - Norwalk Community College	CDevonish@norwalk.edu
Cynthia Agosto - Capital Community College	cagosto@capitalcc.edu
David Canton - Connecticut College	dacan@conncoll.edu
Fairfield University	hr@fairfield.edu
Goodwin College	jobs@goodwin.edu
Holi Martinez - Tunxis Community College	hmartinez@tunxis.edu
Human Resources - University of Bridgeport	hr@bridgeport.edu
Jianguo (Jay) Zhu - Eastern Connecticut State University	zhuj@easternct.edu
Karla Spurlock-Evans - Trinity College	karla.spurlockevans@trincoll.edu
Lauren Davis - Wesleyan University	ldavis01@wesleyan.edu
Mark Magnotti - Gateway Community College	mmagnotti@gatewayct.edu
Office of Diversity & Equity - UCONN	searchcompliance@uconn.edu
Paul Martland - Quinebaug Valley Community College	pmartland@qvcc.edu
Ronald Clymer - Naugatuck Valley Community College	rclymer@nv.edu
Stuart Brown - UCONN-Waterbury	stuart.brown@uconn.edu
Susan Wright - Naugatuck Valley Community College	SWright@nvcc.commnet.edu
Tammy Petrucelli - Sacred Heart University	petrucellit@sacredheart.edu
Theresa Eisenbach - Housatonic Community College	TEisenbach@hcc.commnet.edu
Valarie Stanley - Yale University	valarie.stanley@yale.edu

Keisha Stokes

Contact Group Name: Nat'l Colleges & Universities (Recruitment Distribution List Serv)
Members:

Adam DeRosa - Broward College (South Campus	aderosa@broward.edu
Amy Downing - Newbury College	amy.downing@newbury.edu
Ana Richards - University of Alaska Fairbanks	amrichards@alaska.edu
Anne Grieves - Fisher College	agrieves@fisher.edu
Autumn Whitfield - Broward College (Central Campus	awhitfie@broward.edu
Barbara Forrest - University of Montevallo	forrestb@montevallo.edu
Beth Hoffman - Frostburg State University	bhoffman@frostburg.edu
Bonita Odom McGee - Indiana State University	bonita.mcgee@indstate.edu
Carol W. Smith J.D. - College of Central Florida	smithc@cf.edu
Chicago State University	hr@csu.edu
Christin Bouranis - Montserrat College of Art	christin.bouranis@montserrat.edu
Darcy Orellana - Middlesex Community College	orellanad@middlesex.mass.edu
Debbie M. Seeberger - Towson University	dseeberger@towson.edu
Donna C. Freeman - East Georgia State College	dfreeman@ega.edu
Elizabeth Lathrop - University of New Hampshire at Manchester	elizabeth.lathrop@unh.edu
Franklin Pierce University	hrdept@franklinpierce.edu
Goddard College	hroffice@goddard.edu
Heidi Schwarz - Broward College (North Campus	hschwarz@broward.edu
Jacquelyn Jeffery - Hampshire College	jjeffery@hampshire.edu
Jim Graham - Gordon College	hr@gordon.edu
Joan J. Williams - University of North Alabama	jjwilliams@una.edu
Joe Green - Earlham College	greenjo1@earlham.edu
Lana Dillon - Saint Vincent College	lana.dillon@stvincent.edu
Landmark College	humanresources@landmark.edu
Lee Hampton - Jackson College	Hamptonleem@jccmi.edu
Linda Lazzari - Massachusetts College of Liberal Arts	llazzari@mcla.edu
Lorraine Barry - Emmanuel College Boston	barryl@emmanuel.edu
Lynn Marcus - North Shore Community College	lmarcus@northshore.edu
Maggie Sullivan - Rhode Island College	affirmativeaction@ric.edu
Michael W. Smith - Georgetown University	ideaa@georgetown.edu
Pamela Donellan - Endicott College	pdonella@endicott.edu

Amy Waters - East Carolina University
watersa@ecu.edu

Ayana Murray - John Jay College of Criminal Justice
amurray@jjay.cuny.edu

Cayce J. Rogers - Troy University rogerscj@troy.edu

arlene Hamilton - University of Louisiana at Lafayette
chamilton@louisiana.edu

Christine Singh-Dias - Hostos Community College - CUNY
cdias-singh@hostos.cuny.edu

Cindy Welp - Morningside College welp@morningside.edu

Clara Orlando - University of Massachusetts - Lowell
clara_orlando@uml.edu

Courtney Jenkins - Georgia Southern University
cjenkins@georgiasouthern.edu

Darla Ferguson - Eastern Florida State College
fergusond@easternflorida.edu

Delaware Tech. Community College (Charles L. Terry Campus)
owens-jobs@dtcc.edu

Delaware Tech. Community College (Stanton Campus)
s-jobs@dtcc.edu

Delaware Tech. Community College (Willmington Campus)
w-jobs@dtcc.edu

Donna Zavattiere - Lehman College - CUNY
donna.zavattiere@lehman.cuny.edu

Eileen Figueroa - St. Thomas University
efigueroa@stu.edu

Elizabeth Hurssey - Mississippi Valley State University
ejhurssey@mvsu.edu

ila Rohr - Kingsborough Community College - CUNY
grohr@kbcc.cuny.edu

Leslie Mercure - University of Massachusetts - Dartmouth
leslie.mercure@umassd.edu

Michele Baptiste - City College of New York
mbaptiste@ccny.cuny.edu

Michelle Martin - Auburn University martim9@auburn.edu

Molly McDowell - Grand View University
mmcdowell@grandview.edu

Ottawa University ouhr@ottawa.edu

Sara Oommen - Guttman Community College - CUNY
hr@guttman.cuny.edu

Taungela Thompson - Queens College - CUNY
Taungela.Thompson@qc.cuny.edu

Torrey S. Tiburzi - University of Colorado
aao@colorado.edu

University of Maryland College Park diverseterps@umd.edu

Vonda Maclin - The University of Alabama in Huntsville
vonda.maclin@uah.edu

Barbara McNamara - Boston College barbara.mcnamara@bc.edu
Carolyn Slaboden - Wellesley College cslabode@wellesley.edu
Diaman Amsler - College of the Desert
damsler@collegeofthedesert.edu
Diana Prieto - Colorado State University
diana.prieto@colostate.edu
Elissa Silverman - Wentworth Institute of Technology
silvermane@wit.edu
Heidi Jacques - Saint Joseph's College of Maine
hjacques@sjcme.edu
Judith M. Caldwell - Norfolk State University
jmcaldwell@nsu.edu
Lindsay Diefenderfer - Auburn University at Montgomery
ldiefend@aum.edu
Lois Bowie - Texas College lbowie@texascollege.edu
Marsha Stack-Sylvia - Cape Cod Community College
msylvia@capecod.edu
Rochelle Davies - University of Waterloo
r2davies@uwaterloo.ca
Sheryl Sievert - Luther College sievsh01@luther.edu
Sonja Cross - Florida State College at Jacksonville
scross@fscj.edu
Sue Arslanian - Gordon-Conwell Theological Seminary
sarslanian@gcts.edu
Suffolk University diversity@suffolk.edu
University of South Alabama hrmaincampus@southalabama.edu

Keisha Stokes

Contact Group Name: Nat'l Colleges & Universities (Recruitment Distribution List Serv)

Members:

Adelphi University	humanres@adelphi.edu
Arkansas Baptist College	hr@arkansasbaptist.edu
Barbara Owen - Central Maine Community College	bowen@cmcc.edu
Brigham Young University - Hawaii	hr@byuh.edu
Cabrillo College	cabrillohr@cabrillo.edu
Cal Poly - San Luis Obispo	equalopportunity@calpoly.edu
California Lutheran University	hr@callutheran.edu
Christel Monk - Georgia Southern University	cmonk@georgiasouthern.edu
Claudia Catota - California State University-Bakersfield	ccatota@csub.edu
Cornell University	owdi@cornell.edu
Darla Ferguson - Eastern Florida State College	fergusond@easternflorida.edu
Dee Lottier - Birmingham-Southern College	wlottier@bsc.edu
Eastern Maine Community College	affirmativeaction@emcc.edu
Florida State University	eoc@fsu.edu
Harding University	hr@harding.edu
Hollins University	hollinshr@hollins.edu
[illegible]ne Sabo - Florida South Western State College	equity@fsw.edu
Joy Ruff - Miami Dade College - Kendall	jruff@mdc.edu
Kansas State University	equity@k-state.edu
Kim Dronett - McNeese State University	kdronett@mcneese.edu
Latoya Booker - Aquinas College	cdi@aquinas.edu
Lewis Benavides - Texas Womens University	lbenavides@twu.edu
Linda Sands-VanKerk - College of DuPage	humres@cod.edu
Lorrie Velasquez - Trinidad State Junior College	lorrie.velasquez@trinidadstate.edu
Mackenzie Rogers - University of the District of Columbia	mackenzie.rogers@udc.edu
Maria Bullard - Cal Poly - Pomona	mbullard@cpp.edu
Martin Mastascsa - Bryn Mawr College	mmastasc@brynmawr.edu
Melissa Richerson - Cuesta College	melissa_richerson@cuesta.edu
Meredith College	hr@meredith.edu
Nancy Watkins - University of West Georgia	nwatkins@westga.edu
Quincy University	hr@quincy.edu
Robin Roberts - Embry-Riddle Aeronautical University	robin.roberts2@erau.edu
Rosemont College	employment@rosemont.edu
The George Washington University	eeo@gwu.edu
UMass Amherst	eod@admin.umass.edu

Keisha Stokes

Contact Group Name: Community/Nationwide Outreach (Recruitment Distribution List Serv)
Members:

Ability Beyond	info@abilitybeyond.org
American Job Center - Department of Employment Services - DC	does@dc.gov
Ashtian Holmes - Urban Male Leadership Academy	aholmes@bmcc.cuny.edu
Bethel A.M.E. Church - New Haven	bamenhoffice@gmail.com
CAEL National	cael@cael.org
Career Transitions Center of Chicago	info@ctcchicago.org
Carmen Acevedo - Capital Workforce - New Britain	cacevedo@capitalworkforce.org
Catholic Charities USA	info@catholiccharitiesusa.org
Community Baptist Church - New Haven	cbcnhvoffice@gmail.com
Connecticut State Office of Higher Education	nkidney@ctohe.org
Elder Henry N. White, Sr. - New Bethel COGIC- Danbury	elder93@hotmail.com
GFWC - General Federation of Women's Clubs	GFWC@GFWC.org
Hispanic Seventh-Day Adventist Church - Danbury	danburysdachurch@hotmail.com
Julie Schmitter - Danbury Youth Services, Inc.	jschmitter@danburyyouthservices.org
Kathleen Boundy - Center for Law & Education - Boston	kboundy@cleweb.org
Little Africa, LLC.	market@littleafrica.com
LouAnn Bloomer - TBICO	TBICO1@aol.com
Louise Moss - Women's Mentoring Network, Inc.	lmoss@wmninc.org
Michael DeJesus - The Urban Male Leadership Program	michael.dejesus@lc.cuny.edu
Mount Pleasant A.M.E. Zion Church - Danbury	mountpleasantamez@att.net
Mt. Calvary Revival Center - New Haven	info@mcrevivalcenter.org
Natalie Almonte - Capital Workforce - Enfield	nalmonte@capitalworkforce.org
New Hope Baptist Church - Danbury	info@newhopedanbury.org
New Hope Baptist Church - New Haven	marybru@aol.com
New Opportunities - Human Resources	hr@newoppinc.org
New Opportunities, Inc. of Connecticut	info@NewOppInc.org
Paul Weckstein - Center for Law & Education - DC	pweckstein@cleweb.org
Sharee Cooper - Community Services Consortium - Albany, OR	scooper@communityservices.us
Sofia Reed, Tri-State Diversity Council	sofia.reed@nationaldiversitycouncil.org
The Links, Inc. - Los Angeles	alexandria@linksinc.org
Town of Manchester, CT - Human Resources	hr@manchesterct.gov

Vanessa Pacheco - Capital Workforce (Main Office Admin.)	vpacheco@capitalworkforce.org
Vertical Church - West Haven	info@verticalct.com
Walnut Hill Community Church - Bethel	hello@walnuthillcc.org
llow Creek Job Connection	employmentservices@willowcreek.org
YWCA - Hartford Region	ywcainfo@ywcahartford.org

Keisha Stokes

Contact Group Name: Minority Colleges & Universities (Recruitment Distribution List Serv)

Members:

Adicia Waddell - Xavier University	awaddel1@xula.edu
Adrian Cheatham - Morehouse College	acheatham@morehouse.edu
Andrea Wray - Howard University	awray@howard.edu
Angela Brooks - Del Mar College	abrooks5@delmar.edu
Anita Jefferson-Gomez - Wilberforce University	ajefferson-gomez@wilberforce.edu
Arnett Hall - Allen University	humanresources@allenuniversity.edu
Bridget Barnes - North Carolina Central University	barnesb@nccu.edu
Butch Batchelder - Pueblo Community College	butch.batchelder@pueblocc.edu
Carmen Douglas - Alabama State University	cdouglas@alasu.edu
Catherine A. Martinez - New Mexico Highlands University	camartinez@nmhu.edu
Constance Colter-Brabham - Voorhees College	cbrabham@voorhees.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
Jannette Henry-Davenport - Paine College	jhenrydavenport@paine.edu
Jessica Waddell - Imperial Valley College	jessica.waddell@imperial.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
Linda Honore - Wilberforce University	humanresources@wilberforce.edu
Linda Reis - College of the Sequoias	lindarei@cos.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
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@ecsu.edu
Rita Williams-Seay - Tennessee State University	rseay@tnstate.edu

Sandra Golson - Delaware State University
sgolson@desu.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

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

Talladega College
brhoden@talladega.edu

Thomas Hudson - Jackson State University
thomas.k.hudson@jsums.edu

Vergie Spears - Lawson State Community College
vspears@lawsonstate.edu

Vicki Strong - Cheyney University of Pennsylvania
vstrong@cheyney.edu

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

Winnie Winkley - Wiley College
wlwinkley@wileyc.edu

Keisha Stokes

Contact Group Name: NAACP (Recruitment Distribution List Serv)

Members:

Anchorage, AK	naacpanchorage@gmail.com
Antelope Valley, CA	info@avnaacp.org
Asheville/Buncombe County - NC	4ward2getherCall2action@gmail.com
Brunswick County - NC	naacp.5452@gmail.com
Burlington/Alamance County - NC	infoalanaacp@gmail.com
Camden County - NC	cataconaacp@charter.net
Charlotte/Mecklenburg County	naacp@charlottenaacp.com
Chicago Southside Branch - IL	chicagossnaacp@gmail.com
Dane County - WI	naacp36ab@gmail.com
Denver, CO	chapter@naacpdenver.org
Durham County - NC	naacpdurhamnc@yahoo.com
Henry County - GA	hcnaacp@gmail.com
Honolulu, HI	naacphawaii@gmail.com
Metropolitan Kalamazoo, MI	info@naacpkalamazoo.org
Montgomery County - MD	naacpmont7@aol.com
Omaha, NE	omahanaacp@aol.com
Richmond, VA	rvabranchnaacp@gmail.com
Southern Burlington County - NJ	sbcnaacpsecretary@gmail.com
Albemarle-Charlottesville, VA	naacp1947@gmail.com
Brooklyn, NY	contactus@brooklynnaacp.org
Burlington, VT	champlainareanaacp@gmail.com
Charleston, SC	naacpcharleston@bellsouth.net
Cleveland, OH	clevelandnaacp@yahoo.com
Detroit, MI	info@detroitnaacp.org
East County - CA	info@eastcountynaacp.com
Eugene-Springfield, OR	info@naacplanecounty.org
Greater Hartford	info@greaterhartfordnaacp.org
Greater New Haven, CT	gnhnaacplegal@gmail.com
Houston, TX	branch@naacphouston.org
Indianapolis	pacarr@indynaacp.org
Iowa-Nebraska	Iowanebraskanaacp@gmail.com
Kutztown U. Chpt.	naacp@kutztown.edu
Memphis, TN	info@naacpmemphis.org
Monterey County - CA	mcbnaacp1049@att.net
Norfolk, VA	norfolkbranchnaacp@gmail.com
North Carolina	info@naacpnc.org
Philadelphia, PA	philadelphianaacp@gmail.com
Riverside, CT	rivnaacp@gmail.com
Seattle, WA	contact@seattlekingcountynaacp.org
Syracuse U. Chpt.	otjohnso@syr.edu
Tacoma, WA	253naacp@gmail.com
Temple U. Chpt.	templenaacp@gmail.com
Tuscaloosa, AL	tbirdcarter70@gmail.com
W. Virginia U. - Collegiate Chpt.	wvunaacp1909@gmail.com
Washington, DC	akosua.ali@naacpdc.org

NAACP – Waukesha Branch
P.O. Box 676
Brookfield, WI 53008-0676

NAACP - Sacramento Branch
P.O. Box 188231, 816 H. St.
Sacramento, CA 95818

NAACP - Columbus Branch
233 South High Street, #207
Columbus, OH 43215

NAACP - San Fernando Valley Branch
P.O. Box 922092
Pacoima, CA 91333-0998

NAACP - Honolulu Branch
P.O. Box 6
Honolulu, HI 96810

NAACP - Salem County Branch
P.O. Box 25
Salem, NJ 08079

NAACP - Ann Arbor Branch
P.O. Box 3399
Ann Arbor, MI 48106

NAACP - Salt Lake Branch
P.O. Box 25414
Salt Lake City, UT 84125-0414

NAACP - Springfield Branch
P.O. Box 90163, Mason Square Station
Springfield, MA 01139

NAACP - Brockton Branch
P.O. Box 1535
Brockton, MA 02301

NAACP - Greater Nashua Branch
P.O. Box 6114
Nashua, NH 03063

NAACP - Seacoast Branch
P.O. Box 1261
Portsmouth, NH 03802-1261

NAACP - Kentucky State Branch
P.O. Box 306
Frankfort, KY 40601

NAACP - Trenton Branch
P.O. Box 1355
Trenton, NJ 08608

NAACP - Irvington Branch
P.O. Box 130
Garfield, KY 40140

NAACP - Bucks County Branch
P.O. Box 1271
Morrisville, PA 19067-1271

NAACP - Morris County Branch
200 South Street
Morristown, NJ 07960

NAACP - Bowling Green/Warren County
P.O. Box 1357
Bowling Green, KY 40423

NAACP – Yakima County Branch
1211 South 7th Street
Yakima, WA 90902

NAACP - Athens Branch
P.O. Box 82522
Athens, GA 30608

NAACP - Maricopa County Branch
P.O. Box 20883
Phoenix, AZ 85036

NAACP - Salem-Keizer Branch
968 21st Street, SE
Salem, OR 97301

NAACP - Fairbanks Branch
P.O. Box 84437
Fairbanks, AK 99708

NAACP - Albany Branch
P.O. Box 4152
Albany, GA 31706

NAACP - Dallas Branch
P.O. Box 131768
Dallas, TX 75313

NAACP - Greater New London Branch
P. O. Box 987
New London, CT 06320

NAACP - Blackshear Branch
P.O. Box 321
Blackshear, GA 31516

NAACP - Fitzgerald Branch
P.O. Box 1151
Fitzgerald, GA 31750

NAACP - New Britain Branch
112 North Street
New Britain, CT 06051

NAACP - Macon-Bibb Branch
P.O. Box 6452
Macon, GA 31208

NAACP - Vancouver Branch
P.O. Box 1903
Vancouver, WA 98682

NAACP - Calvert County Branch
P.O. Box 1865
Prince Frederick, MD 20678

NAACP - Jersey City Branch
153 Martin Luther King Drive
Jersey City, NJ 07305

NAACP - Snohomish County Branch
P.O. Box 5676
Everett, WA 98206

NAACP - Prince George County
9201 Basil Court, Suite 115
Largo, MD 20774

NAACP - Southern Burlington County
P.O. Box 3211
Cinnaminson, NJ 08077

NAACP - Barstow Branch
P.O. Box 874
Barstow, CA 92312

NAACP - Bakersfield Branch
P.O. Box 70101
Bakersfield, CA 93387

NAACP - Altadena Branch
P.O. Box 6018
Altadena, CA 91003

NAACP -
Bloomington-Normal Branch
P.O. Box 925
Normal, IL 61761

NAACP - Carbondale Branch
P.O. Box 3303
Carbondale, IL 62902

NAACP - Champaign Branch
P.O. Box 403
Champaign, IL 61824

Chicago Far South Suburban NAACP
P.O. Box 484
Homewood, IL 60430

NAACP - Carson/Torrance Branch
P.O. Box 4668
Carson, CA 94709

NAACP - Decatur Branch
P.O. Box 6092
Decatur, IL 62524

Alexandria Virginia Branch - NAACP
P.O. Box 1740
Alexandria, VA 22313

Bristol Virginia Branch - NAACP
21 Mcarthur Circle
Bristol, VA 24201

Chesapeake Virginia Branch - NAACP
1701 Park Avenue
Chesapeake, VA 23324

NAACP - Berkeley Branch
P.O. Box 613
Berkeley, CA 94701

Fredericksburg VA Branch - NAACP
P.O. Box 1762
Fredericksburg, VA 22402

Harrisonburg Virginia Branch -
NAACP
800 S. Main Street Msc 8163
Harrisonburg, VA 22807

Virginia Beach Virginia Branch -
NAACP
P.O. Box 6114
Virginia Beach, VA 23456-0114

Anson County Branch - NAACP
P.O. Box 335
Wadesboro, NC 28170

NAACP - Beverly Hills/
Hollywood Branch
P.O. Box 2349
Hollywood, CA 90078

Beaufort County Branch - NAACP
P.O. Box 2153
Washington, NC 27889

NAACP - East Contra Costa County
P.O. Box 1026
Pittsburg, CA 94565

Cabarrus County Branch - NAACP
P.O. Box 1195
Concord, NC 28026

NAACP - Spokane Branch
P.O. Box 18968
35 West Main Street
Spokane, WA 99228-0968

NAACP - Bremerton Branch
P.O. Box 1204
Bremerton, WA 98337

NAACP - El Cerrito Branch
6830 Stockton Avenue
El Cerrito, CA 94530

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
SENT: Wednesday, August 12, 2020 11:53:00 AM

TO: Western Connecticut State Univ - Keisha Stokes
SUBJECT: New Job Orders added to System

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

Job(s) information:
Job #: 300211
Job Title: Assistant Professor (Tenure Track) - Department of Mathematics
Current Status: Veteran Hold

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

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

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

asmin 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@csub.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

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
SENT: Tuesday, March 9, 2021 10:46:00 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 #: 431399
Job Title: Assistant Bursar - Cashier's Office (Temporary)
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, January 29, 2021 5:33:00 PM

TO: Western Connecticut State Univ - Keisha Stokes
SUBJECT: New Job Orders added to System

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

Job(s) information:
Job #: 424799
Job Title: Assistant Professor (Tenure Track) - Department of Psychology
Current Status: Veteran Hold

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

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

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
SENT: Monday, January 4, 2021 4:09:00 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 #: 410609
Job Title: Director of Financial Planning and Budgets - Division of Finance & Administration
Current Status: Veteran Hold

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

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

CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
SENT: Friday, November 20, 2020 6:12:00 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 #: 344507
Job Title: Deputy Title IX/Pride Center Coordinator - Office of Diversity & Equity
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, November 2, 2020 4:50:00 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 #: 341629
Job Title: Director of Administrative Services - Division of Finance & Administration
Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to 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, August 13, 2020 10:04:00 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 #: 300364
Job Title: Assistant Professor (Tenure Track) - Department of Nursing
Current Status: Veteran Hold

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

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

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CTHires - ::

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
SENT: Thursday, August 13, 2020 10:04:00 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 #: 300364
Job Title: Assistant Professor (Tenure Track) - Department of Nursing
Current Status: Veteran Hold

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

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

Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER
REATED BY: POSTMASTER
SENT: Wednesday, August 12, 2020 11:53:00 AM

TO: Western Connecticut State Univ - Keisha Stokes
SUBJECT: New Job Orders added to System

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

Job(s) information:
Job #: 300211
Job Title: Assistant Professor (Tenure Track) - Department of Mathematics
Current Status: Veteran Hold

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

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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, tthe 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 in responsible for the development, administration, maintenance, and monitoring of the Plan, and is actively involved in the campus hiring process including: advertising to fill position vacancies; initiating and maintaining contact with recruiting sources, the community or other organizations serving members of protected classes; promoting the concept of affirmative action, equal employment opportunity, disability awareness and multiculturalism in the various University programs, initiatives and services; informing the University community of the availability of resources and services; investigating employment complaints; attempting to secure informal resolutions for discrimination complaints; providing consultation in the capacity of the Americans with Disabilities Act and Title IX Coordinator for the University as well as a full-time advisor to the President. The Chief Diversity Officer performs other responsibilities and duties, as required and necessary. The President ensures that the necessary resources for the performance of duties is available. The direct reporting of the Chief Diversity Officer to the President is, and shall remain, a constant.

(d) In accordance with the Affirmative Action Regulations, the feasibility of an employee advisory committee was considered. No committee was designated as an employee advisory committee. However, there are several committees that address specific concerns of employees at the University and address issues of diversity. The Minority Mentoring and Recruitment Committee for administrative faculty and the Minority Mentoring and Retention Committee for instructional faculty are charged with promoting diversity and support minority hiring and retention and professional development, as specified in their collective bargaining agreements. The Chief Diversity Officer is a member of the President's Cabinet, the senior leadership team and Advisors to the President. The feasibility of establishing a dedicated employee advisory committee has been officially established as of ***January 16, 2018***.

To this end, as a (completed) program goal, the University has finalized the development and implementation of a University's Diversity Council to serve as an employee advisory committee with representation from across the University and guided direction from the

Chief Diversity Officer, to create a long-range University Diversity Action Plan and to offer annual recommendations and reports to the President.

University Diversity Committee Active Service as of April 1, 2021				
Name	**Position**	**Position Classification**	**Gender/ Ethnicity**	**Time Commitment**
Ms. Jesenia Minier	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%
Dr. Hasan Arslan	Associate Professor, Justice and Law Administration	AAUP	A/F	10%
Dr. Michelle Brown	Dean, Macricostas School of Arts and Sciences	Management/ Confidential	W/F	10%
Ms. Jennifer Cunningham	CSU Administrative Assistant Office of the Provost	A/R	B/F	10%
Ms. Eden Edwards-Harris	Resident Director, Office of Housing and Resident Life	SUOAF	B/F	10%
Dr. Carol Huang	Associate Professor, Finance	AAUP	A/F	10%
Mr. George Marasco	Storekeeper, Office of Property Management	SUOAF	W/M	10%
Dr. Lorrie Ann Monte	Assistant Professor, Education and Education Psychology	AAUP	W/F	10%
Elisabeth Morel	Director, Office of AccessAbility Services	SUOAF	W/F	10%
Dr. April Moreira	Assistant Professor, Social Work	AAUP	H/F	10%
Mr. Daryle Dennis	Assistant Dean, Division of Student Affairs	SUAOF	B/M	10%
Kanalla M. Hays	Senior, BS Secondary Education	N/A	B/F	10%
Sara Risko	Freshman, BS Health Promotion Studies	N/A	W/F	10%
Brianna Woodson	Freshman, BA Biology	N/A	B/F	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, 2021				
Name	**Position**	**Position Classification**	**Gender/ Ethnicity**	**Time Commitment**
Ms. Jesenia Minier	Chief Diversity Officer	Management/ Confidential	H/F	30%
Dr. Theresa Canada	Professor, School of Professional Studies	AAUP	B/F	10%
Dr. Rotua Lumbantobing	Associate Professor, School of Macricostas Arts and Sciences	AAUP	A/F	10%
Dr. Yaseen Hayajneh	Associate Professor, Ancell School of Business	AAUP	A/M	10%
Dr. Donald Gagnon	Professor, School of Visual and Performing Arts	AAUP	H/M	10%

SUOAF Minority Mentoring and Retention Committee Active Service as of April 1, 2021				
Name	**Position**	**Position Classification**	**Gender/ Ethnicity**	**Time Commitment**
Mrs. Jesenia Minier Delgado	Chief Diversity Officer	Management/ Confidential	H/F	30%
Rebecca Woodward	Interim Co-Chief Information Officer	SUOAF	W/F	10%
Lynn Bricker	Capital Budget Fiscal Administrator	SUOAF	W/F	10%
Daryle Dennis	Assistant Dean, Student Affairs	SUOAF	B/M	10%

Presidential Cabinet Members Active Service as of April 1, 2021				
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%
Mrs. Beatrice Fevry	Chief Financial Officer	Management/ Confidential	H/F	20%
Mr. Luigi Marcone	Chief Facilities Officer and Associate Vice President for Campus Planning	Management/ Confidential	W/M	20%

Presidential Cabinet Members Active Service as of April 1, 2021				
Name	**Position**	**Position Classification**	**Gender/ Ethnicity**	**Time Commitment**
Ms. Jesenia Minier	Chief Diversity Officer	Management/ Confidential	H/F	20%
Mr. Fred Cratty	Chief Human Resources Officer	Management/ Confidential	W/M	20%
Mr. John DeRosa	Interim Co-Chief Information Officer	Management/ Confidential	W/M	20%
Ms. Rebecca Woodward	Interim Co-Chief Information Officer	Management/ Confidential	W/F	20%
Mr. Paul Steinmetz	Director, University Relations	Management/ Confidential	W/M	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 2021 Affirmative Action Plan Reporting period from April 1, 2020 to March 31, 2021		
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%
Ms. Beatrice Fevry	Chief Financial Officer	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, Ancell School of Business	25%
Ms. Michele Cazorla	Assistant in Human Resources	25%
Mr. John DeRosa	Interim Co-Chief Information Officer	10%
Ms. Rebecca Woodward	Interim Co-Chief Information Officer	10%
Vacant	Associate Director, Administrative Services	20%

The University has a sound leadership framework for an ongoing review and evaluation of the University's Affirmative Action Program. The Chief Diversity Officer is in regular contact with senior administrators that support the Plan in their respective roles.

Individual communications with members of the President's Cabinet, which includes Vice Presidents, Academic Deans, Chief Information Officer, Enrollment Management Officer, Chief Human Resources Officer, Associate Vice President for Finance & Administration, Director of University Relations and the Associate Vice President for Enrollment Services, were a regular occurrence for the Chief Diversity Officer. These discussions mirrored the President's emphasis on strategies to achieve a multicultural workforce that reflects solid representation of all race/sex groups and other protected classes.

The President is readily available to assist the Chief Diversity Officer in maintaining a budget line, which is critical to carrying out the University's affirmative action mission. The Provost/Vice President of Academic Affairs is clear in her actions regarding hiring practices and consistently champions and supports the work of the Chief Diversity Officer. The Vice President for Student Affairs and the Chief Human Resources Officer are both available for any aspect pertaining to affirmative action/diversity matters at the University.

The Chief Diversity Officer reports directly to the President, and has easy access to the University community at large. The Chief Diversity Officer is intimately involved in the employment job search process from beginning to end. Also, the Chief Human Resources Officer is required to exercise the necessary authority to enforce affirmative action requirements in the employment process. We will continue this practice.

In keeping with this practice, the job search process requires that approval must be received from the Chief Diversity Officer prior to an offer of employment. This enables affirmative action to remain in the forefront of employment decisions. We will continue this practice.

The Deans are superior in carrying out their affirmative action responsibilities and lead by example in this area. The Deans work very closely with the Chief Diversity Officer and keep affirmative action in the forefront throughout the hiring process. Affirmative Action leadership by the Deans is clearly evident in the affirmative action posture of Department Chairs and others when recruiting and hiring takes place in their departments. Discussions with the department chairpersons, faculty, and administrators were a regular occurrence for the Chief Diversity Officer. This segment of the University community is easily viewed as part of the solution to moving the University forward in its affirmative action and multicultural endeavors. Hiring supervisors and Department chairs are also to be commended for their attentiveness to affirmative action.

The two (2) appointed Interim Co-Chief Information Officers are an integral force for affirmative action. The two Interim Co-Chief Information Officers works with the Chief Diversity Officer on a regular basis for the furtherance of affirmative action at the University. Both appointees ensure, without reservation, ready technology assistance and support throughout the year for affirmative action technology needs. Both appointees are readily available for consultation and although technology demands at the University are

at high volume, the two (2) Interim Co-Chief Information Officers remain consistent to their commitment to the University's affirmative action mission.

The Chief Human Resources Officer is readily accessible and available to the Chief Diversity Officer for situations that may arise as it relates to the campus search process and other personnel matters. This includes involvement with implementing the Plan and assuming a leadership role in preventing employment activity that may impact on the Plan, and ensuring non-discriminatory personnel policies, procedures, and practices throughout the University from recruitment to employment separation. Communication between the Chief Diversity Officer and Human Resources personnel is a regular occurrence, sometimes on a daily basis. Human Resources personnel are vital to the success or failure of the Plan.

Staff for the Office of Diversity and Equity works closely with the staff from the Human Resources Department to accomplish the University's Affirmative Action mandate for the State of Connecticut. The Human Resources staff is commended for timeliness in providing information and understanding the monitoring needs of the Office of Diversity and Equity.

(i) In accordance with the Affirmative Action Regulations, Western Connecticut State University has an established internal program evaluation mechanism to monitor progress, lack of progress and anticipate shortcomings in the University's Affirmative Action Program. The evaluation process is in compliance with the Regulations and has been approved by the Commission. Evaluation mechanisms allow for ongoing and consistent monitoring, evaluation and assessment of the Plan that provides the current status of the Plan to always be in the forefront. In accordance with the Regulations, all writings, if any, are maintained. The Purpose of the internal evaluation is tri-fold:

1. To conduct Ongoing review and evaluation of the University's progress towards the goals of the Affirmative Action Plan;
2. To establish a system for evaluating supervisory performance on affirmative action consistent with Chapters 67 and 68 of the Connecticut General Statutes; and
3. To review the Affirmative Action Plan at least annually.

Consistent with the above, the following considerations are integral to internal evaluation efforts as set forth in the Regulations. In keeping with aforementioned, practices outlined represent in part, our mechanisms to monitor progress or lack of progress, and anticipate shortcomings in the Affirmative Action Program.

The Chief Human Resources Officer monitors employment activity very closely. Consistent with this involvement, all employment activity must be channeled through the Human Resources Department, with hiring activity channeled through the Office of Diversity & Equity. This enables an ongoing review and evaluation of supervisory affirmative action performance in accordance in with Chapter 67 and 68 of the Connecticut General Statues and University practices and procedures. Supervisory performance can also be monitored through affirmative action monitoring reports that have as one of its

purposes, employment assessment. Also, the affirmative action employment reports clearly delineate the individual accountable for hiring, and the steps taken to satisfy affirmative action requirements. The Chief Human Resources Officer and the Chief Diversity Officer carefully scrutinize all employment and hiring activity. We will continue this practice.

The Chief Diversity Officer is also authorized by the President to direct, administer, implement and monitor the University's Affirmative Action Plan ("Plan"). In this regard, the Chief Diversity Officer is accountable for leadership of the ongoing review and evaluation of the Plan, and updating the goals and objectives to meet University changing employment situation. The Chief Diversity Officer has and will continue to function in this capacity without restraint in carrying out internal program evaluation functions. We have and will continue this practice.

This includes, but is not limited to, a review of all employment transactions and the rationale thereof; a review of all advertising to insure the absence of discriminatory language; a review of position announcements prior to distribution; approval of membership on search committees and intricate involvement in university hiring from beginning to end; a review of each search committee's process with authority to place a search on hold, as appropriate, in order to further assess the process and provide advisement to the President; active monitoring of the Plan; and regular communication with Human Resources regarding affirmative action matters in general. Regular communication also takes place with the President. Monitoring pertaining to the progress, or lack of progress, in meeting goals and objectives of the Plan, is a regular and ongoing occurrence. The Plan is routinely reviewed on an ongoing basis and has been utilized as a working document. The Chief Diversity Officer functions without restraint in carrying out this very important affirmative action program evaluation function. We will continue this practice.

A system is in place for monitoring affirmative action progress and maintaining written progress reports. The Human Resources Department provides monthly information of employment transactions for ongoing monitoring of affirmative action progress and 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)

2021 EXECUTIVE SUMMARY OF THE AFFIRMATIVE ACTION PLAN

April 1, 2020 to March 31, 2021

WESTERN CONNECTICUT STATE UNIVERSITY

Final Submitted: July 23, 2021

Office of Diversity and Equity
181 White Street
University Hall, Room 202B
Danbury, Connecticut 06810
Report contact: Ms. Jesenia Minier, Chief Diversity Officer/ADA and 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 e orts 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, promo on, 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 du es and obligations. At a minimum, it includes all those e orts 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 ac on undertaken to achieve compliance, especially where requirements have not or will not be achieved within the reporting period established pursuant to sec on 46a-68-92 of the Regulations of Connecticut State Agencies.

The 2020 *Plan* was ***Conditionally Approved*** by CHRO, based on Reviewer, Neeva Vigezzi's ("Ms. Vigezzi") recommendation. All of Ms. Vigeezi's recommendations in the *Plan* evaluation have been addressed in the 2021 *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 (2020-2021), 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, 2020 to March 31, 2021. 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, 2020.

New Hires: Faculty or staff hired within the 12-month period of April 1, 2020 to March 31, 2021.

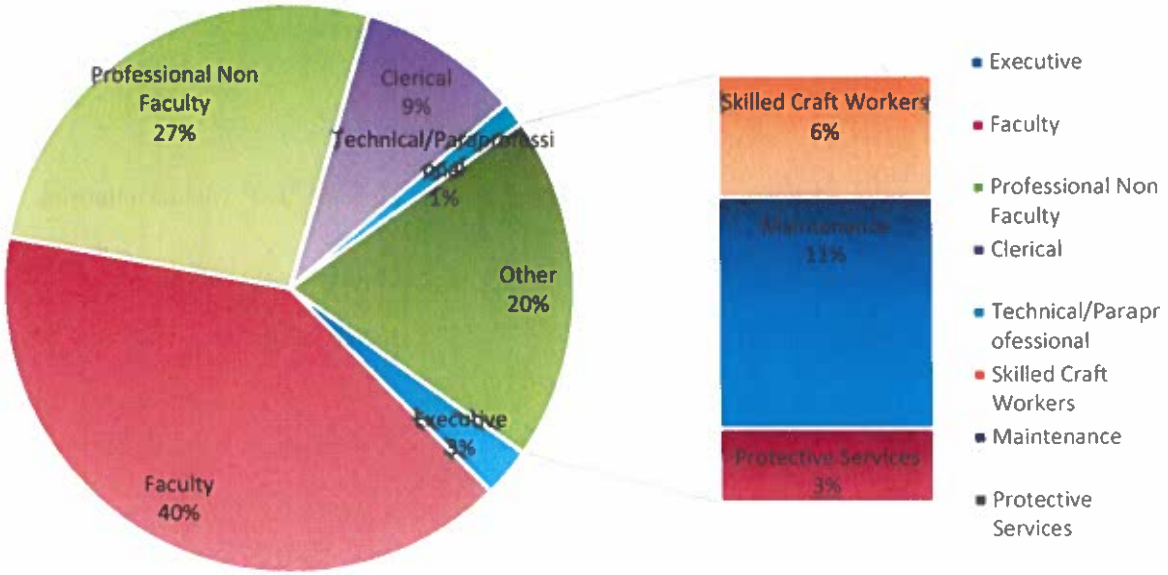
Race and Ethnicity Definitions*

- **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 or 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)

Total WCSU Workforce period ending March 31, 2021



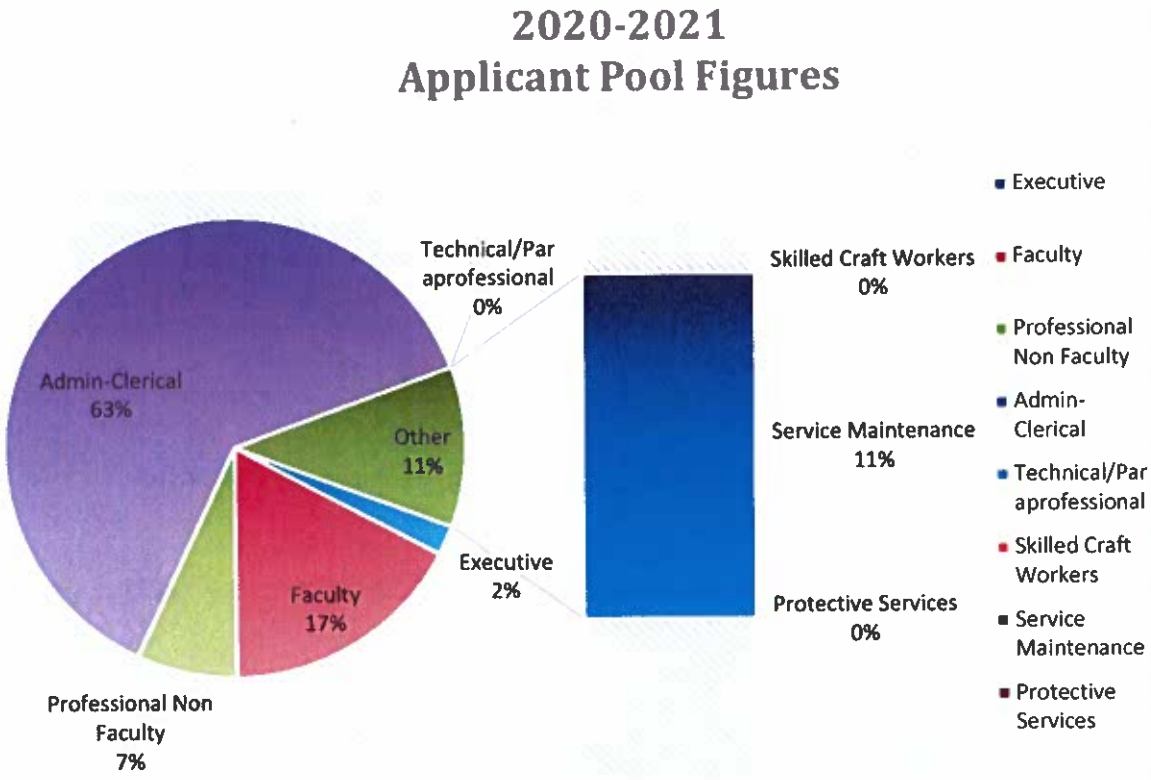
Of the combined WCSU workforce of ***560***, the above noted diagram features:

56.9% are Professional and Administrative Staff
40.3% are Professorate/Faculty
2.8% are Executive/Management

Of the combined WCSU workforce of ***560***, the ethnic/gender composition is:

Ethnic Composition		**Gender Composition**	
70.4%	White	**50.4%**	Female
9.0%	Black	**50.6%**	Male
10.6%	Hispanic		
10.0%	Asian/Pacific Islander (Other)		

Applicants Figures for 2020-2021 Searches

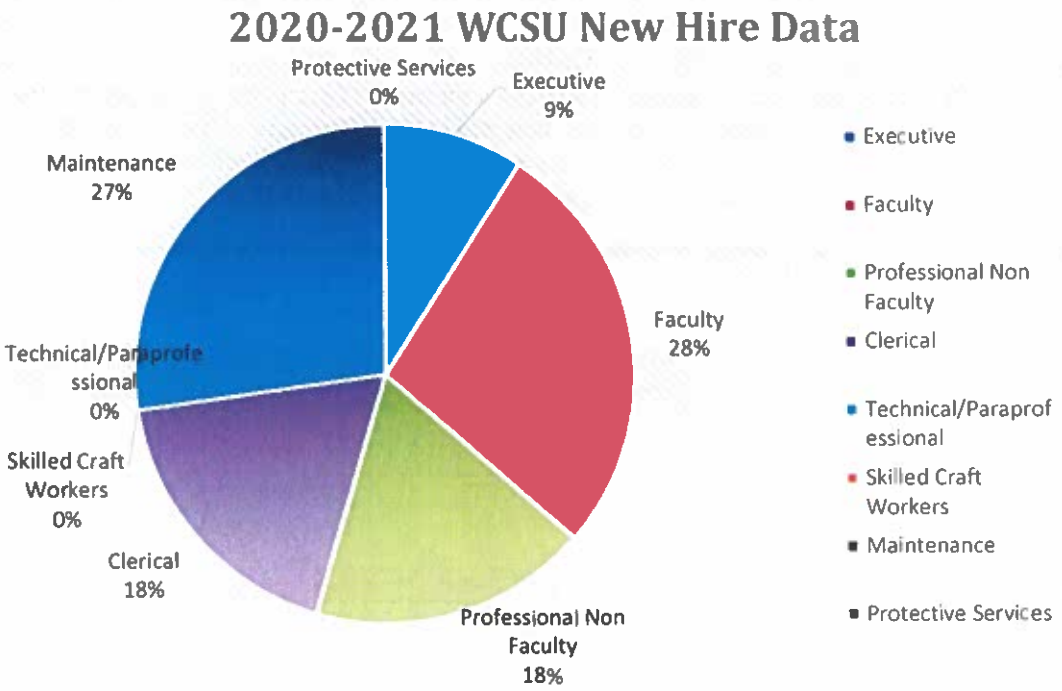


There were **622 applicants for WCSU searches** from April 1, 2020 to March 31, 2021 with the following ethnic/gender composition:

Ethnic Composition
37.3% White
11.6% Black
10.5% Hispanic
40.7% Asian/Pacific Islander (Other)

Gender Composition
73.3% Female
26.7% Male

New Hires in 2020-2021



There were **11** new hires from April 1, 2020 to March 31, 2021 with the following ethnic/gender composition:

Ethnic Composition		**Gender Composition**	
45.5%	White	**54.5%**	Female
9.1%	Black	**45.5%**	Male
36.4%	Hispanic		
9.1%	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 two (2) hiring goals and acquired eleven (11) 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	1	2 WF, 1 BF, 1 HF	1 goals achieved	25%
Faculty (Professor)	0			
Faculty (Associate Prof.)	0			
Faculty (Assistant Prof.)	3	2 BM, 2 BF, 2 HM, 3 OF	1 goal achieved	11%
Faculty (Instructors)	0	1 WM and 1 BF	0 goals achieved	N/A
Professional Non-Faculty	2	6 WF, 1 BM, 8 BF, 1 OF	0 goals achieved	N/A
Secretarial/Clerical	2	3 WM, 1 BM, 1 HM	0 goals achieved	N/A
Technical/Paraprofessional	0	1 BM, 1 HF	0 goals achieved	N/A
Skilled Craft Workers	0	1 BM, 5 HM	0 goals achieved	N/A
Service Maintenance	3	1 BM, 2 BF, 4 HM, 1 HF	2 goal achieved	25%
Custodians	0	4 WM, 1 BF, 2 HM, 3 HF	0 goals achieved	N/A
Protective Service	0	1 WM, 1 HM	0 goal achieved	N/A
Total	**11**	64 goals established	4 goals achieved	**6%**

Of the eleven (11) new hires that occurred during this reporting period, three (4) or six (6%) met established reachable hiring goals. Additionally, in its commitment to diversify the University hired nine (9) members from underrepresented groups that did not meet established goals:

1. One (1) new hire identified as Hispanic Female **(goal achievement)** in the Executive/Administrative category;
2. Three (3) new hires identified as White Female, 1 Hispanic Male **(goal achievement)** and 1 Other Male from the Assistant Professor category;
3. Two (2) new hires identified as one (1) Hispanic Male and one (1) Hispanic Female Professional/Non-Faculty category;
4. Two (2) new hires identified as two (2) White Females from the Secretarial/Clerical category; and
5. Three (3) new hires identified as one (1) Black Male **(goal achievement)** and one (1) Hispanic Female **(goal achievement)** from the Service Maintenance – All Titles category.

In all, eight (8) out of the eleven (11) new hires, or Seventy-three percent (73%), <u>were not goal candidates</u> 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 one (1) promotional goal and acquired nine (9) 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				
Faculty (Professor)	2	4 BM, 1 BF,7 OM, 7 OF	1 goal achieved	4%
Faculty (Associate Prof.)	7	5 WM, 5 WF, 1 HM, 2 HF	4 goals achieved	31%
Faculty (Assistant Prof.)				
Professional Non-Faculty				
Technical/Paraprofessional				
Clerical				
Skilled Craft Workers				
Service Maintenance				
Protective Service				
Total	9	32 goals established	5 goal achieved	15 %

Of the nine (9) promotions that occurred during this reporting period, five (5) or fifteen percent (15%) 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) promotions identified as one (1) Black Male (**goal achievement**) from the Professor category;
2. Seven (7) promotions identified as four (4) White Females (**goal achievement**), two (2) Black Female, one (1) Other Male from the Associate Professor category;

In all, three (3) out of the nine (9) promotions, or thirty-three (33%) percent <u>were not goal candidates</u> 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	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	2 White Females		
#2	1 Black Female		
#3	1 Hispanic Male		
#4	1 AAIANHNPI Female		
Total:	5 hiring goals		

FACULTY - PROFESSOR

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
		#1	8 White Females
		#2	1 Black Male
		#3	2 Black Females
		#4	10 AAIANHNPI Male
		#5	3 AAIANHNPI Female
		Total:	24 promotional goals

FACULTY – ASSOCIATE PROFESSOR

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
		#1	8 White Male
		#2	1 Hispanic Male
		#3	3 Hispanic Female
		Total:	12 promotional goals

FACULTY – ASSISTANT PROFESSOR

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	1 White Female		
#2	2 Black Male		
#3	2 Black Female		
#4	1 Hispanic Male		
Total:	6 hiring goals		

FACULTY – INSTRUCTORS

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	1 White Male		
#2	1 Black Female		
Total:	2 hiring goals		

PROFESSIONAL NON-FACULTY

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	1 Black Male		
#2	7 Black Female		
#3	1 AAIANHNPI Female		
Total:	9 hiring goals		

SECRETARIAL/CLERICAL

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	5 White Male		
#2	3 Black Male		
#3	2 Hispanic Male		
#4	2 Hispanic Female		
#5	1 AAIANHNPI Male		
Total:	13 hiring goals		

TECHNICAL/PARAPROFESSIONAL

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	1 Black Male		
#2	1 Hispanic Female		
Total:	2 hiring goals		

SKILLED CRAFT WORKERS

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	1 Black Male		
#2	5 Hispanic Male		
Total:	6 hiring goals		

SERVICE MAINTENANCE

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	1 Black Male		
#2	1 Black Female		
#3	1 Hispanic Male		
Total:	3 hiring goals		

SERVICE MAINTENANCE - CUSTODIANS

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	7 White Male		
#2	1 Hispanic Female		
Total:	8 hiring goals		

PROTECTIVE SERVICES

HIRING		PROMOTIONAL	
New Goals	*Ethnic/Gender Composition*	*New Goals*	*Ethnic/Gender Composition*
#1	1 Black Male		
#2	1 Black Female		
#3	1 Hispanic Male		
Total:	3 hiring goals		

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 Office of Diversity and Equity ("ODE") with the assistance of the Division of Academic Affairs and various university constituent/union groups, will develop and implement, by or before December 31, 2022, employee/faculty mentorship tools and resources, to assist managers and supervisors with tracking career counseling efforts toward upward mobility.

Completion Date: December 31, 2022

Responsible Person(s): Chief Diversity Officer, Provost/Vice President, Division of Academic Affairs, AAUP senior representatives, and the 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 31, 2022

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

Fw: Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:56 AM
To: Keisha Stokes <stokesk@wcsu.edu>

1 attachments (14 KB)
Cabinet Meeting Agenda 6-18-2020.docx;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Wednesday, June 17, 2020 8:08 PM
To: Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Peter Rosa <rosap@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>
Subject: Cabinet Mtg. Agenda

Attached is the agenda for tomorrow's Cabinet meeting.

Cabinet Meeting Agenda
Thursday, June 18, 2020
3 p.m.

1. Introduction of New Cabinet Member — Jesenia Minier-Delgado, Chief Diversity Officer (JC)
2. Developing Strategies for Increasing Equity at WCSU (MA, JMD)
3. Mascot Proposal (KB)
4. Opening Plans — Health-Related (KB)
5. Update Regarding the Reopening of Old Main and University Hall (FC)
6. University Assistant Contracts (FC)
7. Faculty/Staff Technology Planning for Fall (JD, RW)

Fw: Tomorrow's Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:56 AM
To: Keisha Stokes <stokesk@wcsu.edu>

2 attachments (70 KB)
Cabinet Meeting Agenda 6-25-2020.docx; U.S. Census Bureau Request.pdf;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Wednesday, June 24, 2020 7:23 PM
To: Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Peter Rosa <rosap@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>
Subject: Tomorrow's Cabinet Mtg. Agenda

Attached is the agenda, with supporting material, for tomorrow's Cabinet meeting.

Cabinet Meeting Agenda
Thursday, June 15, 2020
3 p.m.

1. Review of Yesterday's President Ojakian and CSU Presidents Meeting (JC)
2. U.S. Census Bureau Request* (JC)
3. Update on Fall Classes (MA)
4. Communication – Website (MA/PS)
5. Update on Requiring Employees to Return to Work on Campus vs. Continuing to Telework (FC)
6. Reopening Old Main & University Hall Voluntarily Effective July 1st (FC)
7. Update on Management & Confidential Employee Salary Increases (FC)
8. Update on Testing, Quarantining, and Isolation (KB)

*See attached.

Fw: Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:57 AM
To: Keisha Stokes <stokesk@wcsu.edu>

4 attachments (117 KB)
Fwd: Courant: Yale announces staggered on-campus housing for fall and spring, almost all classes remote; Room and Board COVID 6-30-20.docx; Coronavirus Disclaimer for Students.docx; Cabinet Meeting Agenda 7-2-2020.docx;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Thursday, July 2, 2020 8:52 AM
To: Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Peter Rosa <rosap@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>
Subject: Cabinet Mtg. Agenda

Good morning,

Attached is the agenda, with supporting material, for today's Cabinet meeting.

Happy 4th!
Janet

Janet McKay
Western Connecticut State University
Exec. Asst. to the President
(203) 837-8460 | (203) 837-8283 | mckayj@wcsu.edu

Cabinet Meeting Agenda
Thursday, July 2, 2020
3 p.m.

1. Review of Yesterday's President Ojakian and CSU Presidents Meeting (JC)

2. Courant Article: Yale Announces Staggered On-Campus Housing for Fall and Spring* (JC)

3. Room and Board Contract Addendum and Coronavirus Disclaimer from Ernestine Weaver* (JC)

*See attached.

Fw: REVISED Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:57 AM
To: Keisha Stokes <stokesk@wcsu.edu>

2 attachments (68 KB)
REVISED Cabinet Meeting Agenda 7-2-2020.docx; CSCU Accessibility Policy for Electronic Information and Technology June19 2020.docx;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Thursday, July 2, 2020 1:58 PM
To: Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Peter Rosa <rosap@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>
Subject: REVISED Cabinet Mtg. Agenda

Attached is a revised agenda, with an additional attachment, for today's Cabinet meeting.

REVISED Cabinet Meeting Agenda
Thursday, July 2, 2020
3 p.m.

1. Review of Yesterday's President Ojakian and CSU Presidents Meeting (JC)

2. Courant Article: Yale Announces Staggered On-Campus Housing for Fall and Spring* (JC)

3. Room and Board Contract Addendum and Coronavirus Disclaimer from Ernestine Weaver* (JC)

4. CSCU Accessibility Policy for Electronic Information and Technology* (JC)

*See attached.

Fw: Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:57 AM
To: Keisha Stokes <stokesk@wcsu.edu>

1 attachments (13 KB)
Cabinet Meeting Agenda 7-9-2020.docx;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Thursday, July 9, 2020 8:12 AM
To: Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Peter Rosa <rosap@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>
Subject: Cabinet Mtg. Agenda

Good morning,

Attached is the agenda for today's Cabinet meeting.

Best,
Janet

Cabinet Meeting Agenda
Thursday, July 9, 2020
3 p.m.

1. Salute to Peter Rosa (JC)
2. Reasons for Online Pricing (JC, JM)
3. Review of Yesterday's President Ojakian and CSU Presidents Meeting (JC)

Fw: Today's Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:57 AM
To: Keisha Stokes <stokesk@wcsu.edu>

3 attachments (60 KB)
Cabinet Meeting Agenda 7-16-2020.docx; Establishing Guidelines for Leaving Campus.docx; Fw: making WCSU smoke- and vape-free;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Thursday, July 16, 2020 8:04 AM
To: Peter Rosa <rosap@wcsu.edu>; Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>
Subject: Today's Cabinet Mtg. Agenda

Good morning,

Attached is the agenda, with supporting material, for today's Cabinet meeting.

Regards,
janet

Janet McKay
Western Connecticut State University
Exec. Asst. to the President
☎ (203) 837-8460 | 🖷 (203) 837-8283 | ✉ mckayj@wcsu.edu

Cabinet Meeting Agenda
Thursday, July 16, 2020
3 p.m.

1. Testing, tracing, quarantining, and isolation planning and execution (PK, JP, NH)
2. Athletics update (KB & LM)
3. Plans for the Fall 2020 Openings for both the Gates Ceremony and the Opening Meeting for faculty and staff (JC)
4. When to flip to fully online* (MA)
5. CLEP & MAT Testing – Can this resume on August 15th when students return? (FC)
6. WCSU draft webpage on racial trauma and healing (JMD)
7. Update on the filing of the 2020 Affirmative Action Plan (JMD)
8. Ives Concert Park (PS)
9. WCSU campus smoke and vape free proposal* (KB)

*See attached.

Fw: REVISED Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:58 AM
To: Keisha Stokes <stokesk@wcsu.edu>

1 attachments (18 KB)
REVISED President's Cabinet Mtg. Agenda 7-30-2020.docx;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Thursday, July 30, 2020 12:50 PM
To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>
Subject: REVISED Cabinet Mtg. Agenda

Attached is a revised Cabinet meeting agenda for today.

REVISED President's Cabinet Meeting Agenda
Thursday, July 30, 2020
3 p.m.

1. Discussion on Race, Equity and Systemic Racism at the University (JC, MA, JMD, B. Vernon)
2. Upcoming Web Forum (JC)
3. Discuss Draft Guidelines on WCSU Decision Criteria for Moving to Online Instruction Only* (MA)
4. Pride Center/Deputy Title IX Coordinator (JMD, FC)
5. Assigning Employees to Return to Campus at the Beginning of the Semester (FC)
6. President's Letter Regarding Cancellation of September Commencement Event* (JC, PS)
7. University Buildings – Entrances & Exits (LM)
8. Enrollment Management Update (JM)
9. Potential CSU Reopen Event (PS)

*See attached.

Fw: Reminder - No Cabinet Mtg. Today

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:58 AM
To: Keisha Stokes <stokesk@wcsu.edu>

1 attachments (391 bytes)
image001.gif;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Thursday, August 6, 2020 2:40 PM
To: John DeRosa <derosaj@wcsu.edu>; Beatrice Fevry <fevryb@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>
Subject: Reminder - No Cabinet Mtg. Today

Fw: Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:58 AM
To: Keisha Stokes <stokesk@wcsu.edu>

3 attachments (70 KB)
President's Cabinet Mtg. Agenda 7-30-2020.docx; WCSU Moving to Online Delivery Only 7 24 2020.docx; Draft Letter Canceling Sept. Commencement Event.docx;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Wednesday, July 29, 2020 5:09 PM
To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>
Subject: Cabinet Mtg. Agenda

Attached is the agenda, with supporting documents, for tomorrow's Cabinet meeting.

Best,
Janet

President's Cabinet Meeting Agenda
Thursday, July 30, 2020
3 p.m.

1. Discussion on Race, Equity and Systemic Racism at the University (JC, MA, JMD, B. Vernon)

2. Upcoming Web Forum (JC)

3. Discuss Draft Guidelines on WCSU Decision Criteria for Moving to Online Instruction Only* (MA)

4. Pride Center/Deputy Title IX Coordinator (JMD, FC)

5. Assigning Employees to Return to Campus at the Beginning of the Semester (FC)

6. President's Letter Regarding Cancellation of September Commencement Event* (JC, PS)

7. University Buildings – Entrances & Exits (LM)

8. Enrollment Management Update (JM)

*See attached.

Fw: Today's Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:58 AM
To: Keisha Stokes <stokesk@wcsu.edu>

1 attachments (14 KB)
Cabinet Mtg. Agenda 8-13-2020.docx;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Thursday, August 13, 2020 8:59 AM
To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Janet McKay <McKayJ@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>
Subject: Today's Cabinet Mtg. Agenda

Good morning,

Attached is the agenda for today's Cabinet meeting.

Janet

President's Cabinet Meeting Agenda
Thursday, August 13, 2020
3 p.m.

1. Housing update (R. Mason)
2. Opening meeting (MA)
3. Use of equipment funds (BF)
4. Title IX compliance update (JMD)
5. Update on the ODE community trauma webpage (JMD)
6. Follow up regarding staff members who are being recalled to campus for the Fall semester (FC)

Fw: Today's Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:58 AM
To: Keisha Stokes <stokesk@wcsu.edu>

2 attachments (37 KB)
UnfundedCommitments-FY21-Cabinet-8-18-20.xlsx; Cabinet Mtg. Agenda 8-20-2020.docx;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Thursday, August 20, 2020 8:40 AM
To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>
Subject: Today's Cabinet Mtg. Agenda

Good morning,

Attached is the agenda, with supporting material, for today's Cabinet meeting.

Janet

President's Cabinet Meeting Agenda
Thursday, August 20, 2020
3 p.m.

1. Tracing Update and DPH Testing Problems (Pano K. & Joan P.)
2. Unfunded Commitments – FY21* (BF)
3. Blackbaud Data Security Incident (JD, RW, LL)
4. Enrollment Management Update (JM)

*See attached

Fw: Cabinet Mtg. Agenda

Jesenia Minier <minierj@wcsu.edu>
Thu 6/17/2021 11:59 AM
To: Keisha Stokes <stokesk@wcsu.edu>

2 attachments (29 KB)
Cabinet Mtg. Agenda 9-3-2020.docx; Copy of Email from Ben Barnes re UPass Program.docx;

From: Janet McKay <McKayJ@wcsu.edu>
Sent: Wednesday, September 2, 2020 4:50 PM
To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>
Subject: Cabinet Mtg. Agenda

Attached is the agenda, with supporting material, for tomorrow's Cabinet meeting.

President's Cabinet Meeting Agenda
Thursday, August 20, 2020
3 p.m.

1. Spring Break 2021 and the calendar for spring overall (MA)
2. UPass Program* (KB)
3. Update on the Dashboard template following meeting with Alice Pritchard (FC)
4. Physical campus changes to prepare for student return (LM)
5. Bloom Energy PPA for fuel cell at Westside (LM)
6.

*See attached

Re: Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 9/10/2020 2:26 PM

To: Pano A. Koukopoulos <koukopoulosp@wcsu.edu>; Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

REMINDER - Today's Cabinet meeting starts at 3:30 pm.

Sent from my iPhone

> On Sep 10, 2020, at 9:03 AM, Janet McKay <McKayJ@wcsu.edu> wrote:
>
> Attached is the agenda for today's Cabinet meeting.
> <Cabinet Mtg. Agenda 9-10-2020.docx>

President's Cabinet Meeting Agenda
Thursday, September 10, 2020
3 p.m.

1. Report of number of Griffin tests and current COVID-19 data (PK)
2. Report on this week's President's meeting (JC)
3. Suggestions on President's University Senate remarks (JC)
4. Discussion of position vacancies with respect to current fiscal climate (FC)
5. Update on Saturday and Sunday's move-in (KB)
6. Enrollment Management report (JM)

Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 9/17/2020 9:45 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

4 attachments (119 KB)

Cabinet Mtg. Agenda 9-17-2020.docx; Nominations Criminal Justice Task Force (3).pdf; Everyone Learns – WiFi Host Site Participation Survey.docx; President's Draft Letter To Parents re Move In-Griffin.docx;

Good morning,
Attached is the agenda, with supporting materials, for today's Cabinet meeting.
Janet

President's Cabinet Meeting Agenda
Thursday, September 17, 2020
3 p.m.

1. Financial Retreat (BF)
2. Update on Current Testing Challenges (LM)
3. CSCU Criminal Justice Task Force Call for Nominations* (JC)
4. Enrollment Report (JM)
5. Campus Visits (JM)
6. CEN Everyone Learns – WiFi Host Site Participation Survey* (JD)
7. Draft Letter to Parents regarding Move-In/Griffin* (JC)

*See attached

Tomorrow's Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Wed 9/23/2020 7:10 PM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>

5 attachments (4 MB)

Cabinet Mtg. Agenda 9-24-2020.docx; FINAL hiring freeze guidance 9-23-2020.docx; CSCU Foundation Scholarships. 2020-21docx.docx; Draft - FY 22-23 Narrative of projects 9-10-20.pdf; Draft - FY 22-31 & Biennium Budget CSCU Recommendations 9-14-20.pdf;

Attached is the agenda, with supporting materials, for tomorrow's Cabinet meeting.

There will be a Cabinet discussion on athletics from 3 to 3:30 p.m. and the regular Cabinet meeting will start at 3:30 p.m.

Thank you,
Janet

President's Cabinet Meeting Agenda
Thursday, September 24, 2020
3:30 p.m.

1. President's Report on CSCU and CSU Presidents' Wednesday meeting (JC)
2. System Office Hiring Freeze* (FC)
3. CSCU Foundation Scholarships* (JC)
4. Fiscal Year '22-23 CSCU Biennium Capital Budget with Draft Recommendations through FY'31* (LM)

*See attached

REVISED Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 9/24/2020 8:03 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>

5 attachments (4 MB)

REVISED Cabinet Mtg. Agenda 9-24-2020.docx; FINAL hiring freeze guidance 9-23-2020.docx; CSCU Foundation Scholarships. 2020-21docx.docx; Draft - FY 22-23 Narrative of projects 9-10-20.pdf; Draft - FY 22-31 & Biennium Budget CSCU Recommendations 9-14-20.pdf;

Attached is a revised Cabinet meeting agenda.

Thank you,
Janet

REVISED President's Cabinet Meeting Agenda
Thursday, September 24, 2020
3:30 p.m.

1. President's Report on CSCU and CSU Presidents' Wednesday meeting (JC)

2. System Office Hiring Freeze* (FC)

3. CSCU Foundation Scholarships* (JC)

4. Fiscal Year '22-23 CSCU Biennium Capital Budget with Draft Recommendations through FY'31* (LM)

5. Breonna Taylor Situation (JC)

*See attached

Today's Special Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Mon 9/28/2020 11:58 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

3 attachments (45 KB)

Special Cabinet Mtg. Agenda 9-28-2020.docx; Alice Pritchard's Email from 9-24-2020.docx; President Ojakian's email Addressing Racism as a Public Health Crisis.docx;

Please see attached agenda, with supporting materials, for today's special Cabinet meeting.
Thanks,
Janet

Special President's Cabinet Meeting Agenda
Monday, September 28, 2020
3 p.m.

1. Alice Pritchard's email from 9/24/2020* (JC)
2. President Ojakian's email "Addressing Racism as a Public Health Crisis" review* (JC, JMD)

*See attached.

Today's Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 10/1/2020 8:55 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

5 attachments (949 KB)

Cabinet Mtg. Agenda 10-1-2020.docx; FY21-Revised SpPlan vs Base Budget_legal size.pdf; WCSU-BudgetNarratives-9-30-20.docx; Refund for Dorming Changes-Parents-9-30-20.pdf; CSCU Inventory for Institutional Response (rough draft WCSU action plan compl. 9.28.2020).docx;

Good morning,

Attached is the agenda, with supporting materials, for today's Cabinet meeting.

Janet

President's Cabinet Meeting Agenda
Thursday, October 1, 2020
3 p.m.

1. Report on this week's CSU President's meeting (JC)
2. Review of the revised Spending Plan* (BF)
3. Plan to refund room & board for 3-weeks delay* (BF)
4. CSCU Inventory for Institutional Response for WCSU Action Plan Draft Report* (JMD)
5. Staff not able to perform work remotely and not wanting to work on campus (FC)

*See attached

Today's Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 10/8/2020 10:08 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

3 attachments (177 KB)

Cabinet Mtg. Agenda 10-8-2020.docx; Budget-RETREAT-Cabinet-Workshop-Agenda-10-13-20.docx; RE: Launch of CSCU President Search;

Good morning,

Attached is the agenda, with supporting materials, for today's Cabinet meeting.

Regards,
Janet

President's Cabinet Meeting Agenda
Thursday, October 8, 2020
3 p.m.

1. Cabinet Budget Retreat Draft Agenda* (JC, MA, BF)
2. CSCU President Search Committee* (JC)
3. Spring Academic Scheduling and Classroom Utilization (LM)
4. Snow Days in the Future (FC)
5. Student's Proposed Social Justice March (KB)

*See attached

Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 10/15/2020 12:35 PM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

3 attachments (70 KB)

Cabinet Mtg. Agenda 10-15-2020.docx; Email re CSCU President Search Committee.docx; FInancial-Affairs-Retreat-Final-10-30-2020.docx;

Attached is the agenda, with supporting materials, for today's Cabinet meeting.

President's Cabinet Meeting Agenda
Thursday, October 15, 2020
3 p.m.

1. President's Report on CSCU and CSU Presidents' Wednesday meeting (JC)
2. CSCU President Search Committee* (JC)
3. Search Process to Replace WCSU Budget Director (FC. BF)
4. Discuss Updated President's Council Budget Retreat Workshop Agenda* (BF)
5. Reassigned Time (FC, MA)

*See attached

Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Wed 10/21/2020 6:42 PM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

1 attachments (15 KB)

Cabinet Mtg. Agenda 10-22-2020.docx;

Attached is the agenda for tomorrow's Cabinet meeting.

President's Cabinet Meeting Agenda
Thursday, October 22, 2020
3 p.m.

1. New Mascot Update (Dennis Leszko)

2. President's Report on CSCU and CSU Presidents' Wednesday meeting (JC)

3. Resignation of Alex Pilon, CSCU Director of Government Relations (JC)

4. Update on CSCU President Search Committee Staff Representative (FC)

5. PRIDE Center Needs Assessment Survey and Recent Update (JMD)
https://www.surveymonkey.com/r/Preview/?sm=q_2FM8j7vwR_2BaDSxgcefWnRn8l2PaJgQCpSFrSZhpB6W6eHs9RgXQs47XvW8go_2Bx7d

6. WCSU AAP and Diversity Council Updates(JMD)

7. Title IX Employee Refresher (virtual) Training for Spring 2021 Semester (JMD)

REVISED Cabinet Mtg. Agenda

John Clark <clarkj@wcsu.edu>

Thu 10/22/2020 8:54 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

2 attachments (138 KB)

REVISED Cabinet Mtg. Agenda 10-22-2020.docx; Potential message to Regent Balducci;

REVISED President's Cabinet Meeting Agenda
Thursday, October 22, 2020
3 p.m.

1. New Mascot Update (Dennis Leszko)

2. President's Report on CSCU and CSU Presidents' Wednesday meeting (JC)

3. Resignation of Alex Pilon, CSCU Director of Government Relations and Appointment of Sean Bradbury (JC)

4. Potential Message to Regents Balducci* (JC)

5. Update on CSCU President Search Committee Staff Representative (FC)

6. PRIDE Center Needs Assessment Survey and Recent Update (JMD)
https://www.surveymonkey.com/r/Preview/?sm=q_2FM8j7vwR_2BaDSxgcefWnRn8l2PaJgQCpSFrSZhpB6W6eHs9RgXQs47XvW8go_2Bx7d

7. WCSU AAP and Diversity Council Updates(JMD)

8. Title IX Employee Refresher (virtual) Training for Spring 2021 Semester (JMD)

9. Shuttle Bus Situation (KB)

*See Attached

Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 10/29/2020 8:30 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

5 attachments (372 KB)

Cabinet Mtg. Agenda 10-29-2020.docx; State Budget Submission 10-26-2020.docx; Memo re Travel Executive Order.docx; Executive-Order-No-9I.pdf; FW: Time-sensitive resolution;

Good morning,

Attached is the agenda, with supporting documents, for today's Cabinet meeting.

Regards,
Janet

President's Cabinet Meeting Agenda
Thursday, October 29, 2020
3 p.m.

1. Report on CSCU and CSU Presidents' Wednesday Meeting (MA)

2. SCSU Resolution Regarding BOR Resolution for Revised FY 21 Spending Plan* (JC, MA)

1. Executive Order Updating Travel Advisory* (JC, MA)

2. State Budget Submission* (JC, BF)

3. Special Appointment in Psychology Dept. (MA)

4. Temporary Service in a Higher Class for Supervising Custodian (FC)

5. Police Department Training and Equipment (KB, FC)

*See attached

REVISED Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 10/29/2020 10:46 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

2 attachments (58 KB)

REVISED Cabinet Mtg. Agenda 10-29-2020.docx; L. Marcone Email.docx;

Attached is a revised Cabinet meeting agenda along with supporting material.

REVISED President's Cabinet Meeting Agenda
Thursday, October 29, 2020
3 p.m.

1. Report on CSCU and CSU Presidents' Wednesday Meeting (MA)

2. SCSU Resolution Regarding BOR Resolution for Revised FY 21 Spending Plan* (JC, MA)

1. Executive Order Updating Travel Advisory* (JC, MA)

2. State Budget Submission* (JC, BF)

3. Special Appointment in Psychology Dept. (MA)

4. Temporary Service in a Higher Class for Supervising Custodian (FC)

5. Police Department Training and Equipment (KB, FC)

6. Suggested Email to Students, Faculty and Staff Regarding Cases on Campus* (LM)

*See attached

REVISED Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 10/29/2020 10:46 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

2 attachments (58 KB)

REVISED Cabinet Mtg. Agenda 10-29-2020.docx; L. Marcone Email.docx;

Attached is a revised Cabinet meeting agenda along with supporting material.

REVISED President's Cabinet Meeting Agenda
Thursday, October 29, 2020
3 p.m.

1. Report on CSCU and CSU Presidents' Wednesday Meeting (MA)

2. SCSU Resolution Regarding BOR Resolution for Revised FY 21 Spending Plan* (JC, MA)

1. Executive Order Updating Travel Advisory* (JC, MA)

2. State Budget Submission* (JC, BF)

3. Special Appointment in Psychology Dept. (MA)

4. Temporary Service in a Higher Class for Supervising Custodian (FC)

5. Police Department Training and Equipment (KB, FC)

6. Suggested Email to Students, Faculty and Staff Regarding Cases on Campus* (LM)

*See attached

Revision #2 to today's Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 10/29/2020 11:52 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

1 attachments (26 KB)

REVISION #2 Cabinet Mtg. Agenda 10-29-2020.docx;

REVISION #2 President's Cabinet Meeting Agenda
Thursday, October 29, 2020
3 p.m.

1. Report on CSCU and CSU Presidents' Wednesday Meeting (MA)

2. SCSU Resolution Regarding BOR Resolution for Revised FY 21 Spending Plan* (JC, MA)

1. Executive Order Updating Travel Advisory* (JC, MA)

2. State Budget Submission* (JC, BF)

3. Special Appointment in Psychology Dept. (MA)

4. Temporary Service in a Higher Class for Supervising Custodian (FC)

5. Police Department Training and Equipment (KB, FC)

6. Suggested Email to Students, Faculty and Staff Regarding Cases on Campus* (LM)

7. Nominations for CSCU President Search Advisory Committee (JC)

*See attached

RE: REVISION #3 to today's Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 10/29/2020 1:12 PM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

2 attachments (150 KB)

REVISION #3 Cabinet Mtg. Agenda 10-29-2020.docx; FW: Mascot Committee Update.;

I omitted the additional attachment that is referenced in agenda item No. 8 of today's Revision #3 Cabinet meeting agenda.

REVISION #3 President's Cabinet Meeting Agenda
Thursday, October 29, 2020
3 p.m.

1. Report on CSCU and CSU Presidents' Wednesday Meeting (MA)

2. SCSU Resolution Regarding BOR Resolution for Revised FY 21 Spending Plan* (JC, MA)

1. Executive Order Updating Travel Advisory* (JC, MA)

2. State Budget Submission* (JC, BF)

3. Special Appointment in Psychology Dept. (MA)

4. Temporary Service in a Higher Class for Supervising Custodian (FC)

5. Police Department Training and Equipment (KB, FC)

6. Suggested Email to Students, Faculty and Staff Regarding Cases on Campus* (LM)

7. Nominations for CSCU President Search Advisory Committee (JC)

8. Mascot Committee Update* (KB, JM)

*See attached

Today's Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Thu 11/5/2020 9:16 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

4 attachments (4 MB)

President's Cabinet Mtg. Agenda 11-5-2020.docx; FW: Hiring Freeze reporting template; AAUP Special Mtg..docx; Governor's Announcement.jpg;

Good morning,
Attached is the agenda, with supporting materials, for today's Cabinet meeting.

Please be aware that Dr. Clark has a meeting at 4 p.m. with the other CSU Presidents, so the meeting will end promptly at 4 p.m.

Thank you,
Janet

President's Cabinet Meeting Agenda
Thursday, November 5, 2020
3 p.m.

1. Student March/Protest on November 6th* (KB, R. Connor, W. Cramer, D. Dennis)
2. President's Report on CSCU and CSU Presidents' Wednesday Meeting (JC)
3. Debrief on the Financial Affairs Retreat (MA, BF)
4. Update on CEN/Governor's Office Initiative: Everyone Learns - Outdoor WiFi Roll Out at WCSU (JD, RW)
5. Hiring Freeze Reporting Template* (JC, FC, BF)
6. Discussion of Staffing Requests and Approving Positions (MA)
7. AAUP Special Meeting* (JC)

*See Attached

Today's Cabinet Mtg.

Janet McKay <McKayJ@wcsu.edu>

Thu 11/12/2020 11:18 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

1 attachments (14 KB)

Cabinet Mtg. Agenda 11-12-2020.docx;

Attached is the agenda for today's Cabinet meeting.

President's Cabinet Meeting Agenda
Thursday, November 12, 2020
3 p.m.

1. President's Report on CSCU and CSU Presidents' Wednesday Meeting (JC)
2. Cell Phone Reduction/Cost Shift (JD, RW)
3. Report on Racism as Public Health Crisis (JM)

Tomorrow's Cabinet Mtg. Agenda

Janet McKay <McKayJ@wcsu.edu>

Wed 11/18/2020 7:33 PM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <CrattyF@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly DeLevie <deLevieK@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <StokesK@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

2 attachments (60 KB)

Cabinet Mtg. Agenda 11-19-2020.docx; Spring Template for Reopening.docx;

Attached is the agenda, with supporting material, for tomorrow's Cabinet meeting.

President's Cabinet Meeting Agenda
Thursday, November 19, 2020
3 p.m.

1. President's Report on CSCU and CSU Presidents' Wednesday Meeting (JC)
2. NEBHE Tuition Break Program (JC, JM, BF)
3. Template for Spring Reopening* (JC)
4. LEC Winter Athletics (JC, KB)
5. Proposal to Host a Spring Extension Program for the Performing Arts (MA)
6. Faculty Lines (MA)
7. Cost Analysis for Spring Semester (LM)
8. In Person Staffing on the Wednesday before Thanksgiving (FC)

*See attached

Tomorrow's Cabinet Mtg. Agenda

Janet A. McKay <mckayj@wcsu.edu>

Wed 12/2/2020 7:33 PM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <crattyf@wcsu.edu>; Jay E. Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John A. DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne M. LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John B. Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen L. Nostrand <nostrandk@wcsu.edu>; Kimberly D. deLevie <deleviek@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha T. Stokes <stokesk@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

3 attachments (42 KB)

Cabinet Mtg. Agenda 12-3-2020.docx; Alice Pritchard Email re FEMA 12-2-2020.docx; Working Group Appointees.xlsx;

Attached is the agenda, with supporting materials, for tomorrow's Cabinet meeting.

President's Cabinet Meeting Agenda
Thursday, December 3, 2020
3 p.m.

1. FEMA Working Group Members Recommendation* (JC)

2. Faculty Lines (BF, JC)

3. Weather Alert Messaging (FC, PS)

4. Report on Monday's CT Presidents Council Meeting (JC)
   Slides: https://bit.ly/3fPMz2j
   Agenda/Attendee (updated): https://bit.ly/3msvX31
   Recording: https://us02web.zoom.us/rec/share/3cKa7-iZR1PYHzwaIp6E18MLyMWNxgVBWzoC6ekLT3trOm--QGgRbVU9Tw_Gkkiy.kIST3q7i_iIu6ixs?startTime=1606767237000

5. Discussion Regarding Position Vacancies (FC)

6. Update on Mascot Committee (JM)

*See attached

Today's Cabinet Mtg. Agenda

Janet A. McKay <mckayj@wcsu.edu>

Thu 12/10/2020 9:40 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <crattyf@wcsu.edu>; Jay E. Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John A. DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne M. LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul M. Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John B. Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen L. Nostrand <nostrandk@wcsu.edu>; Keisha T. Stokes <stokesk@wcsu.edu>; Kimberly D. deLevie <deleviek@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

3 attachments (113 KB)

Cabinet Mtg. Agenda 12-10-2020.docx; WCSU Spring 2021 Reopening Plan_per DAS template.docx; Snow Day Notification.docx;

Good morning,

Attached is the agenda, with supporting materials, for today's Cabinet meeting.

Janet

President's Cabinet Meeting Agenda
Thursday, December 10, 2020
3 p.m.

1. President's Report on CSCU and CSU Presidents' Wednesday Meeting (JC)
2. 2021 Spring Reopening Plan* (LM)
3. Human Resources Department – Restructuring/Inequity Corrections (FC)
4. Draft for Snow Day Notification* (PS)

*See attached.

Today's Cabinet Mtg. Agenda

Janet McKay <mckayj@wcsu.edu>

Thu 12/17/2020 9:34 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <crattyf@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>

Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly deLevie <deleviek@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <stokesk@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

2 attachments (848 KB)

Cabinet Mtg. Agenda 12-17-2020.docx; 2020-12-17-WCSU-CFO-Financial-Report-Cabinet.pdf;

Good morning,

Attached is the agenda, with supporting material, for today's Cabinet meeting.

Janet

President's Cabinet Meeting Agenda
Thursday, December 17, 2020
3 p.m.

1. President's Report on CSCU and CSU Presidents' Wednesday Meeting (JC)

2. Use of WCSU Student Photos (JC, KB, LL)

3. Alice Pritchard's Request Regarding Student Health Insurance (JC)

4. Budget Update* (BF)
    - FY21 Mid-Year Forecast
    - Current Assumptions in 5-Year Budget Plan
    - 5-Year Budget Plan: FY22-FY26 (Model Presentation)
    - WCSU Reserve Balance

5. Budget Retreat Update* (MA, KB, BF)
    - Review Consolidated SWOT Analysis
    - Cabinet decision on what to invest in moving forward; and, what should be included in WCSU's 5-year plan.

*See attached.

Today's Cabinet Mtg. Agenda

Janet McKay <mckayj@wcsu.edu>

Thu 1/14/2021 8:36 AM

To: Beatrice Fevry <fevryb@wcsu.edu>; Fred Cratty <crattyf@wcsu.edu>; Jay Murray <murrayj@wcsu.edu>; Jesenia Minier <minierj@wcsu.edu>; John DeRosa <derosaj@wcsu.edu>; Keith Betts <bettsk@wcsu.edu>; Luigi Marcone <marconel@wcsu.edu>; Lynne LeBarron <lebarronl@wcsu.edu>; Missy Alexander <alexanderm@wcsu.edu>; Paul Steinmetz <steinmetzp@wcsu.edu>; Rebecca Woodward <woodwardr@wcsu.edu>
Cc: John Clark <clarkj@wcsu.edu>; Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <stokesk@wcsu.edu>; Kimberly deLevie <deleviek@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

6 attachments (2 MB)

Cabinet Mtg. Agenda 1-14-2021.docx; WCSU Clery Report 2020.pdf; WCSU Spring 2021 Reopening Plan_per DPH template 01.11.21.docx; COVID-19 Vaccinations; College Scorecard Data Update; Fw: Letter and Attachment Sent at the Request of Provost Jane Gates;

Good morning,

Attached is the agenda, with supporting materials, for today's Cabinet meeting.

Janet

President's Cabinet Meeting Agenda
Thursday, January 14, 2021
3 p.m.

1. 2020 Clery Report* (KB, R. Connor)

2. Update on Wednesday's COVID meeting (P. Koukopoulos)

3. President's Report on CSCU and CSU Presidents' Wednesday meeting (JC)

4. Spring 2021 Reopening Plan discussion* (LM)

5. COVID-19 Vaccinations* (LM)

6. Update on department budgets in WebFocus & preparation of balance budgets (BF)

7. List of employees that will be recalled to working on campus for Spring semester (FC)

8. The testing partner(s) will test 100% of the residential students, athletes, student employees and support staff populations on a weekly basis. Need to determine who the support staff is and how the student employees will be managed. (FC)

9. Student Employee Testing - determine how this will be managed and how the 100% criteria will be enforced (FC)

10. College Scorecard Data update* (JC)

11. Email from Jane Gates regarding Zoom licenses* (JC)

*See attached.

Today's Cabinet Mtg. Agenda

Janet McKay <mckayj@wcsu.edu>
Thu 1/28/2021 8:30 AM

To: President's Cabinet Members <PresidentsCabinetMembers@wcsu.edu>
Cc: Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <stokesk@wcsu.edu>; Kimberly deLevie <deleviek@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

2 attachments (308 KB)
Cabinet Mtg. Agenda 1-28-2021.docx; Honorary Degrees;

Good morning,

Attached is the agenda, with supporting material, for today's Cabinet meeting starting at 3 p.m.

Regards,
Janet

President's Cabinet Meeting Agenda
Thursday, January 28, 2021
3 p.m.

1. Honorary Degrees* (JC)
2. Selection of two students to testify at Appropriations Committee in February as Sean Bradbury requested (JC, PS)
3. Possibility of a virtual breakfast for our delegation (JC, PS)
4. Introduction to our new Mayor which should be scheduled ASAP (JC, PS)
5. Enrollment update (JM)
6. Budget update (BF)

*See attached.

Tomorrow's Cabinet Mtg. Agenda

Janet McKay <mckayj@wcsu.edu>

Wed 2/10/2021 6:05 PM

To: President's Cabinet Members <PresidentsCabinetMembers@wcsu.edu>
Cc: Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly deLevie <deleviek@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <stokesk@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

4 attachments (345 KB)

Cabinet Mtg. Agenda 2-11-2021.docx; WCSU-Mid-Year-Spending-Plan-FY21-Jan 29 2021.pdf; WCSU-BudgetNarratives-Mid-Year-1-29-21-final.pdf; Governor Lamont Proposed FY22-FY23 Biennial Budget.docx;

Attached is the agenda, with supporting materials, for tomorrow's Cabinet meeting.

Regards,
Janet

President's Cabinet Meeting Agenda
Thursday, February 11, 2021
3 p.m.

1. Governor Lamont Proposed FY22-FY23 Biennial Budget* (JC, BF, PS)
2. FY21 Mid-Year Forecast* (BF)
3. Resource Management in Bursar Department (JC, BF)
4. Spring 2021 Enrollment (JM)
5. Virtual and On-Campus ASD (JM)
6. Plans for Fall Opening (JM)
7. Facilities Current Staffing Levels and Needs for Return to Normal Operations (LM)
8. Fall Schedules (MA)
9. Commencement (MA)

*See attached.

Revised Cabinet Mtg. Agenda

Janet McKay <mckayj@wcsu.edu>

Thu 2/11/2021 8:54 AM

To: **President's Cabinet Members <PresidentsCabinetMembers@wcsu.edu>**
Cc: Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly deLevie <deleviek@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <stokesk@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

4 attachments (365 KB)

Cabinet Mtg. Agenda 2-11-2021.docx; WCSU-Mid-Year-Spending-Plan-FY21-Jan 29 2021.pdf; WCSU-BudgetNarratives-Mid-Year-1-29-21-final.pdf; Governor Lamont Proposed FY22-FY23 Biennial Budget.docx;

Attached is a revised agenda for today's Cabinet meeting.

President's Cabinet Meeting Agenda
Thursday, February 11, 2021
3 p.m.

1. Governor Lamont Proposed FY22-FY23 Biennial Budget* (JC, BF, PS)
2. FY21 Mid-Year Forecast* (BF)
3. Resource Management in Bursar Department (JC, BF)
4. Spring 2021 Enrollment (JM)
5. Virtual and On-Campus ASD (JM)
6. Plans for Fall Opening (MA, JM)
7. Facilities Current Staffing Levels and Needs for Return to Normal Operations (LM)
8. Commencement (MA)

*See attached.

Another REVISED Cabinet Mtg. Agenda

Janet McKay <mckayj@wcsu.edu>

Thu 2/11/2021 9:41 AM

To: President's Cabinet Members <PresidentsCabinetMembers@wcsu.edu>
Cc: Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <stokesk@wcsu.edu>; Kimberly deLevie <deleviek@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

5 attachments (472 KB)

REVISED Cabinet Mtg. Agenda 2-11-2021.docx; Governor Lamont Proposed FY22-FY23 Biennial Budget.docx; WCSU-Mid-Year-Spending-Plan-FY21-Jan 29 2021.pdf; WCSU-BudgetNarratives-Mid-Year-1-29-21-final.pdf; RE: CT GAP Language;

Attached is a REVISED Cabinet meeting agenda.

REVISED President's Cabinet Meeting Agenda
Thursday, February 11, 2021
3 p.m.

1. Governor Lamont Proposed FY22-FY23 Biennial Budget* (JC, BF, PS)
2. FY21 Mid-Year Forecast* (BF)
3. Resource Management in Bursar Department (JC, BF)
4. Spring 2021 Enrollment (JM)
5. Virtual and On-Campus ASD (JM)
6. Plans for Fall Opening (MA, JM)
7. Facilities Current Staffing Levels and Needs for Return to Normal Operations (LM)
8. Commencement (MA)
9. CT GAP Language* (MA)

*See attached.

Today's Cabinet Mtg. Agenda

Janet McKay <mckayj@wcsu.edu>

Thu 3/11/2021 9:05 AM

To: President's Cabinet Members <PresidentsCabinetMembers@wcsu.edu>
Cc: Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <stokesk@wcsu.edu>; Kimberly deLevie <deleviek@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

2 attachments (4 MB)

Cabinet Mtg. Agenda 3-11-2021.docx; CSCU Academic Council Meeting - Wednesday March 10, 2021 - MakerspaceCT Micro Credentialing Presentation;

Good morning,

Attached is the agenda, with supporting material, for today's Cabinet meeting.

Regards,
Janet

President's Cabinet Meeting Agenda
Thursday, March 11, 2021
3 p.m.

1. President's Report on CSCU and CSU Presidents' Wednesday Meeting (JC)
2. Commencement and Fall Opening Announcements (MA, PS)
3. Hispanic Educational Technology Services (HETS) (JC)
4. MakerspaceCT (JC, MA)
5. Facilities Update (LM)
6. Bond Funding & Associated Projects (LM)
7. Utilities Update (LM)

REVISED Agenda for Today's Cabinet Mtg.

Janet McKay <mckayj@wcsu.edu>

Thu 3/11/2021 10:15 AM

To: **President's Cabinet Members <PresidentsCabinetMembers@wcsu.edu>**
Cc: Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Keisha Stokes <stokesk@wcsu.edu>; Kimberly deLevie <deleviek@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>

2 attachments (4 MB)

REVISED Cabinet Mtg. Agenda 3-11-2021.docx; CSCU Academic Council Meeting - Wednesday March 10, 2021 - MakerspaceCT Micro Credentialing Presentation;

REVISED President's Cabinet Meeting Agenda
Thursday, March 11, 2021
3 p.m.

1. President's Report on CSCU and CSU Presidents' Wednesday Meeting (JC)
2. Commencement and Fall Opening Announcements (MA, PS)
3. Hispanic Educational Technology Services (HETS) (JC)
4. MakerspaceCT (JC, MA)
5. Facilities Update (LM)
6. Bond Funding & Associated Projects (LM)
7. Utilities Update (LM)
8. Update on Microsoft Exchange (mail) Security Issue (hack) (JD, RW)

Cabinet Mtg. Agenda for Thurs., Mar. 25

Janet McKay <mckayj@wcsu.edu>

Mon 3/22/2021 3:29 PM

To: **President's Cabinet Members <PresidentsCabinetMembers@wcsu.edu>**
Cc: Birte Pfitzner <pfitznerb@wcsu.edu>; Irene Aspras <asprasi@wcsu.edu>; Jennifer Cunningham <cunninghamj@wcsu.edu>; Kathleen Nostrand <nostrandk@wcsu.edu>; Kimberly deLevie <deleviek@wcsu.edu>; Suzanne Fuchs <fuchss@wcsu.edu>; Keisha Stokes <stokesk@wcsu.edu>; Kimberly Wasniak <wasniakk@wcsu.edu>

5 attachments (12 MB)

Cabinet Mtg. Agenda 3-25-2021.docx; 2021-03-17 Dear Colleague EEO.PDF; HETS Annual Report 2020 L-R Final Jan-2021.pdf; P. Career Prep HETS (ENG).pdf; P. Test Prep HETS (ENG).pdf;

Please see attached agenda, with supporting materials, for Thursday's Cabinet meeting.

Regards,
Janet

President's Cabinet Meeting Agenda
Thursday, March 25, 2021
3 p.m.

1. CHRO Dear Colleague Letter* (JC)

2. Quick Review of Audit Findings; Areas Impacted; Remediation Plan (BF)
https://wp.cga.ct.gov/apa/wp-content/cgacustom/reports/Western%20Connecticut%20State%20University_20201208_FY2018,2019.pdf

3. Budget Update (General of What's in the Pipeline) (BF)

4. Career Success Center staffing (KB)

5. New manufacturing site for NVCC (Naugatuck Valley Community College) at 190 White Street (LM)

6. Deferred Maintenance Projects Follow-up Discussion (LM)

7. Reminder: Please send your Strategic Plan Updates to Missy no later than March 26 (MA)

8. Personnel Issue (JC, FC)

9. Presentation on HETS Program by Yubelkys Montalvo at 4:05 p.m.*

*See attached.

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		
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 Facilites 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 Athlectic Director	$61,617		$98,355
Associate Director, Accounts Payable (V)	$61,617		$98,355
Associate Director, Administrartive 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 Srvs	$61,617		$98,355
Associate Director - Transfer	$61,617		$98,355
Associate Registrar - Degree Aud&Gd	$61,617		$98,355
Associate Registrar - Schd Officer	$61,617		$98,355
Associate Registrar Studt Acdm Rec	$61,617		$98,355
Client Server Programmer	$61,617		$98,355
Coord for Ancell School of Bus	$61,617		$98,355
Coord. of Engineering Support	$61,617		$98,355
Coordinator - Substance Abuse Prgrm	$61,617		$98,355
Coordinator of University Events	$61,617		$98,355
Development Database Administr	$61,617		$98,355
Enrollment Research Analyst	$61,617		$98,355
Infrastructure Services Admin	$61,617		$98,355
Instructional Deisgner	$61,617		$98,355
International Services Coordinator	$61,617		$98,355
Laboratory & Clinical Coordinator	$61,617		$98,355
Manager of Web Services	$61,617		$98,355
Math Empo & Clinic Coordinator	$61,617		$98,355
Network Security Specialist	$61,617		$98,355
Payroll Coordinator	$61,617		$98,355
Programmer Specialist	$61,617		$98,355
Program Specialist / Web Developer	$61,617		$98,355
Prop Control & Mail Serv Mngr	$61,617		$98,355
Prop Control & Mail Serv Mngr	$61,617		$98,355
Server Specialist	$61,617		$98,355
Manager of Web Services	$61,617		$98,355
Technical Coordinator	$61,617		$98,355
Veterans Affairs Officer	$61,617		$98,355

V = Vacant

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 Srvs	$43,360		$74,993
Assistant Counselor	$43,360		$74,993
Assistant Director of HR - Benefits	$43,360		$74,993
Assistant Director of HR - Recruiment	$43,360		$74,993
Athletic Equipment Manager	$43,360		$74,993
Athletic Trainer 3	$43,360		$74,993
Customer Support Center Assistant	$43,360		$74,993
Director of Health Services	$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, Facilites and Planning	$79,874		$121,718
Director, Housing and Residence Life	$79,874		$121,718
Director, Judicial Affairs	$79,874		$121,718
Director of Sponsored Rsch Adm Svc	$79,874		$121,718
Information Security Officer	$79,874		$121,718
Registrar	$79,874		$121,718
Coord Univ Schlrsps & Cap Camp	$79,874		$121,718

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 Direcotr, 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		
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Dean, Professional Studies (V)	$119,000		$190,004
Dean, Visual and Performing Arts	$119,000		$190,004
Dean of Students	$101,300		$162,001
Chief Diversity Officer	$101,300		$162,001
Chief Facilites Officer AVP Cmp Plng	$101,300		$162,001
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2. **Professional Faculty**

Position/Title Name	Salary Range		
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Instructor/Coach A	$52,648		$70,713

3. **Professional Non-Faculty Administrator 7**

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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 Athlectic Director	$61,617		$98,355
Associate Director, Accounts Payable (V)	$61,617		$98,355
Associate Director, Administrartive Services (V)	$61,617		$98,355
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Associate Registrar - Schd Officer	$61,617		$98,355
Associate Registrar Studt Acdm Rec	$61,617		$98,355
Client Server Programmer	$61,617		$98,355
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Coordinator - Substance Abuse Prgrm	$61,617		$98,355
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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
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Manager of Web Services	$61,617		$98,355
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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

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 Srvs	$43,360		$74,993
Assistant Counselor	$43,360		$74,993
Assistant Director of HR - Benefits	$43,360		$74,993
Assistant Director of HR - Recruiment	$43,360		$74,993
Athletic Equipment Manager	$43,360		$74,993
Athletic Trainer 3	$43,360		$74,993
Customer Support Center Assistant	$43,360		$74,993
Director of Health Services	$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

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, Facilites and Planning	$79,874		$121,718
Director, Housing and Residence Life	$79,874		$121,718
Director, Judicial Affairs	$79,874		$121,718
Director of Sponsored Rsch Adm Svc	$79,874		$121,718
Information Security Officer	$79,874		$121,718
Registrar	$79,874		$121,718
Coord Univ Schlrsps & Cap Camp	$79,874		$121,718

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 Direcotr, 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

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

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

CSU 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

Chief Financial Officer
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, Institutaional 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 Svs
Debit Card Program Manager
Access Control & Security Specialist
Assistant Director, Planning, Eng
Assistant Dir of Facilities, Scheduling & Promotion
Assistant Director, Facilities Operations
Assistant Director Facilities Utilization and Promotion
Health & Safety Assistant

Property Control & Mail Services Manager
Material Storage Supervisor 2
Storekeeper

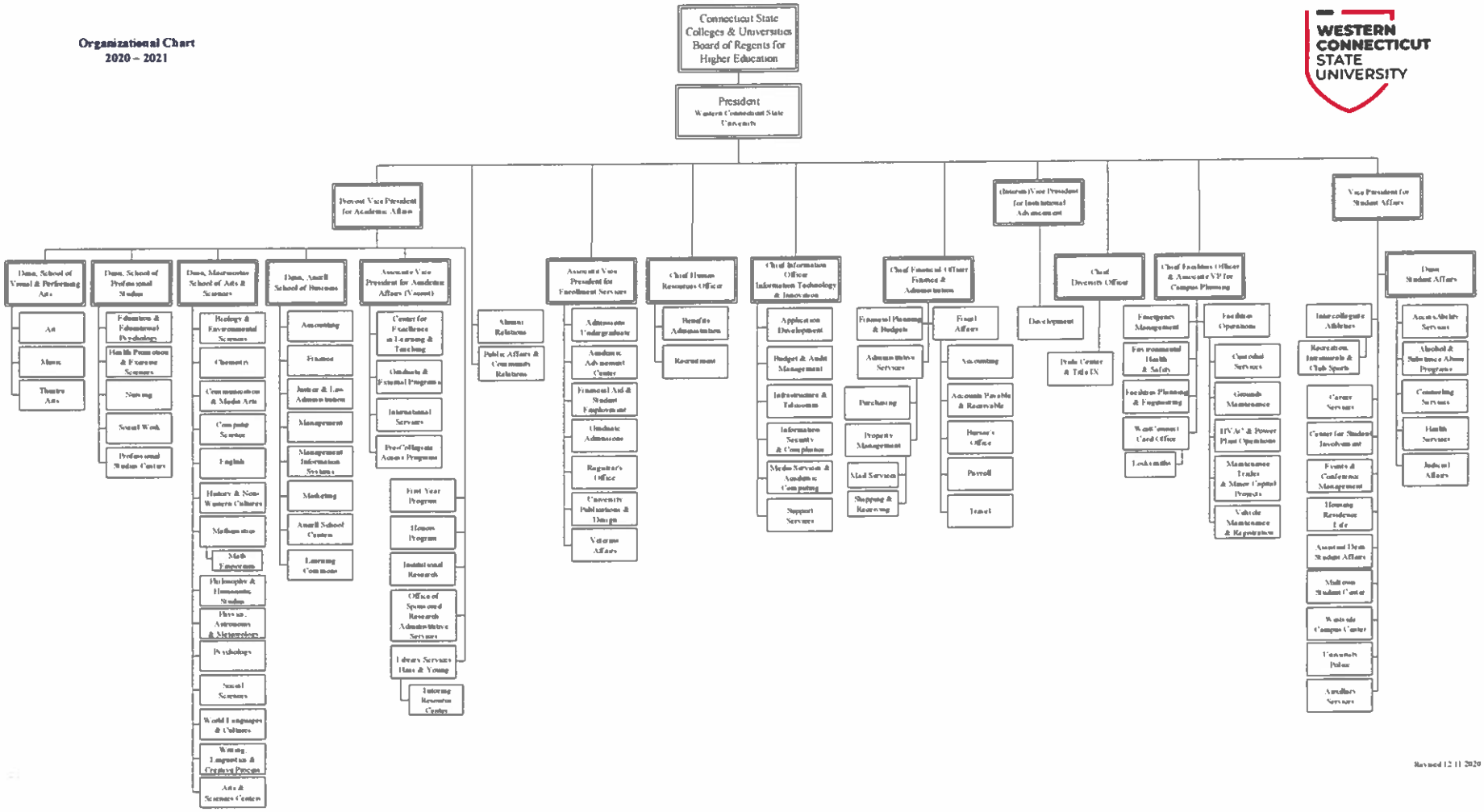
Building Superintendent 1
Supervising Custodian
Landscape Technician
Lead Custodian
Custodian

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, Institutional Adv (VACANT)
Assoc. Vice President for Enrollment Service
Assoc. Vice President for Finance & Admin
Chief Diversity Officer
Chief Facilities Officer
Chief Financial 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

Organizational Chart
2020 – 2021



Revised 12 11 2020

Section F

Element No. 6

WORKFORCE ANALYSIS

Sec. 46a-68-83

Workforce Analysis

Under Section 46a-68-83(a) of the Affirmative Action Regulations of Connecticut State Agencies, the University reports the racial and sexual composition of its full-time employees for each office, position and position classification identified in the job title study on forms prescribed by the Commission on Human Rights and Opportunities staff. A separate analysis is performed for part-tine and other employees.

The workforce analysis shall inventory the following:

(1) Total University workforce by occupational category with percentages of race and gender/sex groups calculated for each occupational category;

(2) Total University workforce by office, position and position classification within each occupational category;

(3) Total University workforce in each relevant labor market area by occupational category; and

(4) Total University workforce in each relevant labor market area by office, position and position classification within each occupational category.

(b) The University also reports the age groupings of its full-time workforce by occupational category, and in five-year increments, as prescribed by the Commission on Human Rights and Opportunities.

(c) Finally, in this section, the University reports the number of physically disabled persons in its full-time workforce by occupational category.

Western Connecticut State University

FORM #38A

WORKFORCE ANALYSIS-ALL

4/1/2020- 3/31/2021
Reporting Period

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	9	7	7	5	2	0	0	2	0	0
		56.3%	43.8%	43.8%	31.3%	12.5%	0.0%	0.0%	12.5%	0.0%	0.0%
Faculty	228	113	115	83	89	5	5	5	7	20	14
		49.6%	50.4%	36.4%	39.0%	2.2%	2.2%	2.2%	3.1%	8.8%	6.1%
Prof Non Faculty	151	71	80	52	65	4	2	6	8	9	5
		47.0%	53.0%	34.4%	43.0%	2.6%	1.3%	4.0%	5.3%	6.0%	3.3%
Clerical	52	1	51	1	35	0	11	0	4	0	1
		1.9%	98.1%	1.9%	67.3%	0.0%	21.2%	0.0%	7.7%	0.0%	1.9%
Tech Paraprof	8	2	6	2	4	0	2	0	0	0	0
		25.0%	75.0%	25.0%	50.0%	0.0%	25.0%	0.0%	0.0%	0.0%	0.0%
Skilled Crafts	26	24	2	20	2	1	0	0	0	3	0
		92.3%	7.7%	76.9%	7.7%	3.8%	0.0%	0.0%	0.0%	11.5%	0.0%
Maintenance	60	48	12	22	6	6	1	13	4	7	1
		80.0%	20.0%	36.7%	10.0%	10.0%	1.7%	21.7%	6.7%	11.7%	1.7%
Protective Svcs	19	16	3	12	1	2	1	1	1	1	0
		84.2%	15.8%	63.2%	5.3%	10.5%	5.3%	5.3%	5.3%	5.3%	0.0%
Total	560	284	276	199	207	20	22	25	26	40	21
		50.7%	49.3%	35.5%	37.0%	3.6%	3.9%	4.5%	4.6%	7.1%	3.8%
2020 AA Plan	591	304	287	220	221	20	20	25	27	39	19
Change +/-	-31	-20	-11	-21	-14	0	2	0	-1	1	2

Western Connecticut State University

FORM #38A

WORKFORCE ANALYSIS

4/1/2020- 3/31/2021

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	9	7	7	5	2	0	0	2	0	0
		56.3%	43.8%	43.8%	31.3%	12.5%	0.0%	0.0%	12.5%	0.0%	0.0%
Faculty	228	113	115	83	89	5	5	5	7	20	14
		49.6%	50.4%	36.4%	39.0%	2.2%	2.2%	2.2%	3.1%	8.8%	6.1%
Prof Non Faculty	151	71	80	52	65	4	2	6	8	9	5
		47.0%	53.0%	34.4%	43.0%	2.6%	1.3%	4.0%	5.3%	6.0%	3.3%
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	395	193	202	142	159	11	7	11	17	29	19
		48.9%	51.1%	35.9%	40.3%	2.8%	1.8%	2.8%	4.3%	7.3%	4.8%
2020 AA Plan	384	188	196	137	161	11	5	13	14	27	16
Change +/-	11	5	6	5	-2	0	2	-2	3	2	3

Western Connecticut State University

FORM #38A

WORKFORCE ANALYSIS

4/1/2020- 3/31/2021
Reporting Period

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	52	1	51	1	35	0	11	0	4	0	1
		1.9%	98.1%	1.9%	67.3%	0.0%	21.2%	0.0%	7.7%	0.0%	1.9%
Tech Paraprof	8	2	6	2	4	0	2	0	0	0	0
		25.0%	75.0%	25.0%	50.0%	0.0%	25.0%	0.0%	0.0%	0.0%	0.0%
Skilled Crafts	26	24	2	20	2	1	0	0	0	3	0
		92.3%	7.7%	76.9%	7.7%	3.8%	0.0%	0.0%	0.0%	11.5%	0.0%
Maintenance	60	48	12	22	6	6	1	13	4	7	1
		80.0%	20.0%	36.7%	10.0%	10.0%	1.7%	21.7%	6.7%	11.7%	1.7%
Protective Svcs	19	16	3	12	1	2	1	1	1	1	0
		84.2%	15.8%	63.2%	5.3%	10.5%	5.3%	5.3%	5.3%	5.3%	0.0%
Total	165	91	74	57	48	9	15	14	9	11	2
		55.2%	44.8%	34.5%	29.1%	5.5%	9.1%	8.5%	5.5%	6.7%	1.2%
2020 AA Plan	192	109	83	70	55	10	16	16	10	13	2
Change +/-	-27	-18	-9	-13	-7	-1	-1	-2	-1	-2	0

Western Connecticut State University

Executive, Adminstrative, Managerial

FORM #38A

WORKFORCE ANALYSIS

3/31/2021

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
Chief Financial Officer	1	1	1	0	0	0	0	0	1	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
Total	**16**	**10**	**7**	**7**	**5**	**2**	**0**	**0**	**2**	**0**	**0**
3/2020 AA Plan	**16**	**10**	**6**	**8**	**5**	**2**	**0**	**0**	**1**	**0**	**0**
Change +/-	**0**	**0**	**1**	**-1**	**0**	**0**	**0**	**0**	**1**	**0**	**0**

Western Connecticut
State University
Faculty
FORM #38A

WORKFORCE ANALYSIS

3/31/2021

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	52	24	28	20	21	0	1	1	4	3	2
Associate Professor	57	25	32	14	24	2	2	0	1	9	5
Instructors	3	0	3	0	3	0	0	0	0	0	0
Professor	116	64	52	49	41	3	2	4	2	8	7
Total	228	113	115	83	89	5	5	5	7	20	14
3/2020 AA Plan	235	116	119	86	95	5	4	4	7	21	13
Change +/-	-7	-3	-4	-3	-6	0	1	1	0	-1	1

Western Connecticut State University
Professional Non-Faculty
FORM #38A

WORKFORCE ANALYSIS

3/31/2021

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	0	0	0	0	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	0	0	1	0	0	0	0	0
Assistant to Director of Financial Aid	1	0	1	0	0	0	0	0	0	0	1
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	3	2	3	1	0	1	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 & Conf. 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
Bursar	1	1	0	0	0	0	0	0	0	1	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

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Coordinator of University Scholarshps & Cap Camp	1	0	1	0	1	0	0	0	0	0	0
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 Media Assistant	1	1	0	1	0	0	0	0	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	0	0	0	0	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	0	1	0	1	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	1	0	0	0	0	0	0	0	1	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 Event Management and Aux Services	1	1	0	0	0	0	0	0	0	1	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
Enterprise Content Manager	1	1	0	1	0	0	0	0	0	0	0
Events $ Conf. Coordinator	1	1	0	1	0	0	0	0	0	0	0

CATEGORY OR CLASS	Total	TM	TF	WM	WF	BM	BF	HM	HF	AAIANHNPI M	AAIANHNPI F
Fiscal Assistant	1	0	1	0	1	0	0	0	0	0	0
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	1	0	1	0	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	0	0	0	0	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	5	2	3	1	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
Pride Center/Deputy Title IX Coordinator	0	0	0	0	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	**151**	**71**	**80**	**52**	**65**	**4**	**2**	**6**	**8**	**9**	**5**
3/2020 AA Plan	**158**	**76**	**82**	**57**	**66**	**4**	**2**	**6**	**9**	**9**	**5**
Change +/-	**-7**	**-5**	**-2**	**-5**	**-1**	**0**	**0**	**0**	**-1**	**0**	**0**

Western Connecticut
State University

WORKFORCE ANALYSIS

3/31/2021

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	18	0	18	0	12	0	3	0	2	0	1
Administrative Assistant CSU	5	0	5	0	4	0	1	0	0	0	0
Executive 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	2	0	2	0	1	0	0	0	1	0	0
Payroll Clerk	0	0	0	0	0	0	0	0	0	0	0
Purchasing Assistant	1	0	1	0	1	0	0	0	0	0	0
Secretary 1	6	0	6	0	2	0	4	0	0	0	0
Secretary 2	18	1	17	1	13	0	3	0	1	0	0
Total	52	1	51	1	35	0	11	0	4	0	1
3/2020 AA Plan	58	1	57	1	40	0	11	0	5	0	1
Change +/-	-6	0	-6	0	-5	0	0	0	-1	0	0

Western Connecticut State University

Technical and Paraprofessional

FORM #38A

WORKFORCE ANALYSIS

3/31/2021

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
Access & Secuirty Technician	1	1	0	1	0	0	0	0	0	0	0
Health And Safety Assistant	1	1	0	1	0	0	0	0	0	0	0
Library Systems Assistant	0	0	0	0	0	0	0	0	0	0	0
Library Technical Assistant	0	0	0	0	0	0	0	0	0	0	0
Library Technician	6	0	6	0	4	0	2	0	0	0	0
Total	8	2	6	2	4	0	2	0	0	0	0
3/2020 AA Plan	9	2	7	2	5	0	2	0	0	0	0
Change +/-	-1	0	-1	0	-1	0	0	0	0	0	0

Western Connecticut State University

Skilled Crafts

FORM #38A

WORKFORCE ANALYSIS

3/31/2021

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	22	21	1	17	1	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	26	24	2	20	2	1	0	0	0	3	0
3/2020 AA Plan	26	24	2	20	2	1	0	0	0	3	0
Change +/-	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut
State University
Service Maintenance
FORM #38A

WORKFORCE ANALYSIS

3/31/2021

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	45	36	9	12	4	6	1	11	3	7	1
Landscape Technician	5	5	0	4	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	3	3	0	2	0	0	0	1	0	0	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	60	48	12	22	6	6	1	13	4	7	1
3/2020 AA Plan	75	61	14	33	8	6	1	14	4	8	1
Change +/-	-15	-13	-2	-11	-2	0	0	-1	0	-1	0

Western Connecticut
State University
Protective Services
FORM #38A

WORKFORCE ANALYSIS

3/31/2021

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	7	6	1	5	0	1	0	0	1	0	0
Police Sergeant	4	4	0	2	0	1	0	1	0	0	0
Total	19	16	3	12	1	2	1	1	1	1	0
3/2020 AA Plan	20	17	3	13	1	2	1	1	1	1	0
Change +/-	-1	-1	0	-1	0	0	0	0	0	0	0

Western Connecticut State University

WORKFORCE ANALYSIS-ALL

3/31/2021

FORM #38A

Persons with Physical Disabilities
LABOR MARKET AREA: CT

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	9	4	5	1	5	1	0	0	0	2	0
Prof Non Faculty	8	1	7	1	5	0	1	0	0	0	1
Clerical	6	0	6	0	3	0	2	0	1	0	0
Tech Paraprof	1	1	0	1	0	0	0	0	0	0	0
Skilled Crafts	0	0	0	0	0	0	0	0	0	0	0
Maintenance	3	2	1	1	1	0	0	0	0	1	0
Protective Svcs	0	0	0	0	0	0	0	0	0	0	0
Total	27	8	19	4	14	1	3	0	1	3	1

Western
Connecticut State
University

FORM #38A

WORKFORCE ANALYSIS-ALL FT
AGE ANALYSIS

3/31/2021

FULL-TIME WORKFORCE BY AGE
LABOR MARKET AREA: CT

CATEGORY OR CLASS	Total	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80+
Executive	16	0	0	0	0	1	1	5	3	3	3	0	0	0
Faculty	228	0	1	8	22	25	32	33	30	35	22	12	7	1
Prof Non Faculty	151	5	12	12	15	22	18	14	22	18	6	6	1	0
Clerical	52	0	1	2	4	6	7	9	8	8	7	0	0	0
Tech Paraprof	8	0	0	1	1	2	0	1	1	0	1	1	0	0
Skilled Crafts	26	0	0	1	4	2	6	3	7	3	0	0	0	0
Maintenance	60	0	1	5	6	5	8	10	17	5	3	0	0	0
Protective Svcs	19	0	0	0	0	1	3	6	5	2	2	0	0	0
Total	560	5	0	29	52	0	75	81	93	74	44	19	8	1

Western Connecticut
State University

WORKFORCE ANALYSIS

3/31/2021

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	AAIANHNPI M	AAIANHNPI F
FACULTY											
PT Lecturer	**409**	**195**	**214**	174	182	2	12	8	5	11	15
SU Lecturer (Non-Teaching)	**21**	**13**	**8**	8	7	1	0	2	0	2	1
Total	**430**	**208**	**222**	182	189	3	12	10	5	13	16
PROFESSIONAL NON-FACULTY											
University Assistant	**52**	**21**	**31**	19	27	0	1	0	1	2	2
Coach PT	**23**	**14**	**9**	14	8	0	1	0	0	0	0
Total	**75**	**35**	**40**	33	35	0	2	0	1	2	2
SECRETARIAL CLERICAL											
Secretary 1	**0**	**0**	**0**	0	0	0	0	0	0	0	0
Secretary 2	**0**	**0**	**0**	0	0	0	0	0	0	0	0
Total	**0**	**0**	**0**	0	0	0	0	0	0	0	0
Grand Total	**505**	**243**	**262**	**215**	**224**	**3**	**14**	**10**	**6**	**15**	**18**
	100.0%	**48.1%**	**51.9%**	**42.6%**	**44.4%**	**0.6%**	**2.8%**	**2.0%**	**1.2%**	**3.0%**	**3.6%**

Section G

Element No. 7

AVAILABILITY ANALYSIS

Sec. 46a-68-84

Availability Analysis

Under Section 46a-68-84(a) of the Affirmative Action Regulations of Connecticut State Agencies, as a preparatory step in determining whether protected classes are fully and fairly utilized in the workforce, the University has conducted an analysis by occupational category to determine the availability base of protected group members for employment. A separate availability analysis has been conducted for any position classification within an occupational category employing twenty-five (25) or more employees. A separate analysis may be performed by an agency for any job title requiring unique skills, abilities or educational qualifications. The available analysis shall:

(1) Examine the job content of each office; position and position classification within an occupational category or, where appropriate, the job content of a position classification;
(2) Identifies the relevant labor market area; and
(3) Matches each office, position and position classification within an occupational category or, where appropriate, a position classification, with the most nearly parallel job title contained in the data source consulted.

(b) In calculating availability, the University has provided the following information and data sources:

(1) Employment figures;
(2) Unemployment figures; and
(3) The racial and sexual composition of persons in promotable and transferable offices, positions and position classifications.

Where applicable, the University has also included information from the Digest of Educational Statistics.

(c) In calculating availability, the following information and data sources may be consulted by the University:

(1) Population figures;
(2) Client Population figures;
(3) Figures for educational, technical and training program graduates and participants; or
(4) Any other relevant source(s)

(d) For each occupational category, position classification or job title are analyzed, and the University's Affirmative Action Plan provides the name of each source consulted, explains the basis for selection of each source, and included copies of the specific data. Additionally, where job titles in the source consulted are not identical to the job titles employed by the agency, the University's Affirmative Action Plan has documented the job titles deemed most similar to office(s), position(s) and position classification(s) within an occupational category or, where

appropriate, position classification or job title, and have substantiated the manner in which the availability base is calculated.

(e) For job titles with 25 or more employees in occupational categories where only the entry level positions are filled by hiring and the other job titles in the series are filled by promotion, the documented availability base shall be calculated for the entire series and goals will be set for the entire series.

(f) The availability base is calculated by determining the sources used to fill positions and the percentage of positions filled from that source. This percentage is the weight assigned to each source. The total weight for all sources cannot exceed 100%. The percent of each race/sex group from each relevant source is multiplied by the weight given to the corresponding source resulting in a weighted factor. The weighted factors for each race/sex group are added to determine the availability base for each race/sex group in each occupational category, position classification, or job title analyzed.

(g) The University's Affirmative Action Plan substantiates the manner in which the availability base is calculated.

(h) The University recognizes, as part of its review, the Commission on Human Rights and Opportunities reserves the right to determine the appropriateness of information and data used in subsection (c) of this section and reserves the right to accept or reject such information or data. An agency, with the consent of the executive director of the Commission on Human Rights and Opportunities, may analyze additional labor market areas when specific requirements of a job profile, such as geographic proximity, so require.

Section G

Element No. 7

AVAILABILITY ANALYSIS

Sec. 46a-68-84

(DATA WORKSHEET ATTACHMENTS)

Western Connecticut State University
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Executive/Administrative
JOB TITLE: All Titles
REPORTING DATE: 03/31/21
LABOR MARKET AREA: Statewide/National

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNPI FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	41.8	10	4.2	58.2	10	5.8	37.2	10	3.7	50.9	10	5.1	2.7	10	0.3	4.0	10	0.4	1.2	10	0.1	2.0	10	0.2	0.8	10	0.1	1.3	10	0.1
2. Unemployment in Applicable LMA	56.7	10	5.7	43.3	10	4.3	45.8	10	4.6	29.2	10	2.9	4.3	10	0.4	6	10	0.6	5.1	10	0.5	6.8	10	0.7	1.4	10	0.1	1.3	10	0.1
3.Promotable/Transferable Percentage	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Specify)	42.8	70	30.0	57.2	70	40.0	34.6	70	24.2	43.1	70	30.2	3.7	70	2.6	7.0	70	4.9	2.4	70	1.7	4.1	70	2.9	2.1	70	1.5	2.9	70	2.0
8. Other Source (Specify)	56.6	10	5.7	43.4	10	4.3	50.9	10	5.1	38.2	10	3.8	1.9	10	0.2	2.5	10	0.3	1.7	10	0.2	1.2	10	0.1	2.1	10	0.2	1.5	10	0.2
FINAL AVAILABILITY BASE PERCENTAGE			45.6			54.4			37.6			42.0			3.5			6.2			2.5			3.9			1.9			2.4

Employment Data - Census 2000, EEO Data Tool, State-wide Total, Education Administrators (119030)											
Educ Admin	9937	4158	5779	3695	5060	265	395	120	195	78	129
Total	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%
Unemployment Data - Characteristics of Job Seekers, December 2020 - Statewide											
SOC CODE 11.90 Other Management Occupations	2497	1415	1082	1144	729	107	150	128	170	36	33
Total	2497	1415	1082	1144	729	107	150	128	170	36	33
Percentage	100.0%	56.7%	43.3%	45.8%	29.2%	4.3%	6.0%	5.1%	6.8%	1.4%	1.3%
Promotable/Transferable Pool - 3/31/21 - None Identified											
N/A	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
US Dept. Ed. National Center for Education Statistics, IPEDS, November 2019, Management											
Management	250647	107367	143280	86797	108045	9186	17524	6000	10379	5384	7332
Total	250647	107367	143280	86797	108045	9186	17524	6000	10379	5384	7332
Percentage	100.0%	42.8%	57.2%	34.6%	43.1%	3.7%	7.0%	2.4%	4.1%	2.1%	2.9%
Employment Data - Census 2000, EEO Data Tool, State-wide Total, Various Titles											
113021 (C&IS Managers)	6008	4245	1763	3855	1620	120	70	85	19	185	54
113031 (Finc. Mgrs)	18781	10618	8163	9705	7145	219	480	315	230	379	308
113040 (HR Mgrs)	6103	2630	3473	2170	3045	240	215	140	120	80	93
Total	30892	17493	13399	15730	11810	579	765	540	369	644	455
Percentage	100.0%	56.6%	43.4%	50.9%	38.2%	1.9%	2.5%	1.7%	1.2%	2.1%	1.5%

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, US Total, Education Administrators (119030)	The hiring area is nationwide for this job category. Education administrators chosen as titles at the EEO 1 level are highly competitive and are often recruited nationally from similar positions/functions.	10% value weight as Executive/Administrative positions require advanced degrees and relevant/current experience. Most hires are recruited primarily through national searches. The value weight is lower due to outdated census data.
Unemployment in Applicable Labor Market Area	CT DOL "Characteristics of Job Seekers" December 2020, Statewide figures line SOC 11.90 Other Management Occupations	Hiring area is statewide/national for this job category; however, statewide unemployment data is utilized. A small percentage of positions may be filled through the unemployed.	10% value weight. Unemployment figures account for a small percentage of hires into this category
Promotable Transferable	Workforce Analysis by Job Classification:	Positions are filled by hires in this job title.	0% value weight.
OTHER SOURCE	US Dept. of Ed IPEDS Data November 2019-Table 314.40: Management	The hiring area is Nationwide for this job category. Education administrators chosen as titles at the EEO 1 level are highly competitive and are often recruited nationally from similar positions/functions.	70% Value weight as Executive/Administrative positions require advanced degrees and relevant/current experience. Most hires are recruited primarily through national searches and are often currently employed at the postsecondary level.
OTHER SOURCE	Census 2000, US Total, Education Administrators 113021 Information Systems Managers, 113031 Financial Managers, 113040 Human Resource Managers	The hiring area is Statewide for this data source. Titles chosen as not all positions are filled from employees of higher education instituations. However, they are highly competitive and are often recruited national" from similar positions/functions.	10% value weight as Executive/Administrative positions require advanced degrees and relevant/current experience. Most hires are recruited primarily through national searches. The value weight is lower due to outdated census data.

NPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: EEO 2 - Faculty
JOB TITLE: Professor

REPORTING DATE: 03/31/21
LABOR MARKET AREA: Statewide/National

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNPI FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
2. Unemployment in Applicable LMA	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
3.Promotable/Transferable Percentage	43.9	100	43.9	56.1	100	56.1	24.6	100	24.6	42.1	100	42.1	3.5	100	3.5	3.5	100	3.5	0	100	0.0	1.8	100	1.8	15.8	100	15.8	8.8	100	8.8
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Specify)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
8. Other Source (Specify)																														
FINAL AVAILABILITY BASE PERCENTAGE			43.9			56.1			24.6			42.1			3.5			3.5			0.0			1.8			15.8			8.8

Employment Data - Census 2000 EEO Data Tool, Statewide Data, Connecticut, N/A											
Title	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
Unemployment Data - Characteristics of Job Seekers, Post Secondary Teachers SOC 25.10 December 2020 - N/A											
Title	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
Promotable/Transferable Pool - 3/31/2020											
Associate Professor	57	25	32	14	24	2	2	0	1	9	5
Total	57	25	32	14	24	2	2	0	1	9	5
Percentage	100.0%	43.9%	56.1%	24.6%	42.1%	3.5%	3.5%	0	1.8%	15.8%	8.8%
Other											
Title	0	0	0								
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	N/A - All postitions are filled through promotion governed by collective bargaining agreement.		
Unemployment in Applicable Labor Market Area	N/A - All postitions are filled through promotion governed by collective bargaining agreement.		
Promotable/ Transferable	2021 Regional Workforce Analysis by Job Classification: Associate Professor	Precise figures for computing racial and sexual composition of persons in promotable positions. All positions are filled by promotion annually via collective bargaining and the promotional and tenure process.	100% value weight. Value weight is 100% for promotions due to promotional and tenure processes in place at the region.
OTHER SOURCE			

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: EEO 2 - Faculty
JOB TITLE: Associate Professor

REPORTING DATE: 03/31/21
LABOR MARKET AREA: Statewide/National

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI* MALE			AAIANHNPI* FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
2. Unemployment in Applicable LMA	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0
3.Promotable/Transferable Percentage	46.2	100	46.2	53.8	100	53.8	38.5	100	38.5	40.4	100	40.4	0	100	0.0	1.9	100	1.9	1.9	100	1.9	7.7	100	7.7	5.8	100	5.8	3.8	100	3.8
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Specify)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
8. Other Source (Specify)																														
FINAL AVAILABILITY BASE PERCENTAGE			46.2			53.8			38.5			40.4			0.0			1.9			1.9			7.7			5.8			3.8

Employment Data - Census 2000 EEO Data Tool, Statewide Data, Connecticut Post Secondary Teachers (SOC 25-1000) - N/A										
SOC 251000	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0
Unemployment Data - Characteristics of Job Seekers, Post Secondary Teachers SOC 25.10 December 2020 - N/A										
SOC 25.10	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0
Promotable/Transferable Pool - Permanent Faculty (Assistant Professors) as of March 31, 2020										
Assistant Professors	52	24	28	20	21	0	1	1	4	3	2
Total	52	24	28	20	21	0	1	1	4	3	2
Percentage	100.0%	46.2%	53.8%	38.5%	40.4%	0	1.9%	1.9%	7.7%	5.8%	3.8%
Other Source - N/A										
Assistant Professors	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, CT Total, (No category identified) - transactions occur through promotion.	Geographic area would be internal regional employees who hold the lower rank of Assistant Professor.	0% Increases in this category are from the lower job title of Assistant Professor through promotions. Hires are very rare in this category.
Unemployment in Applicable Labor Market Area	CT Labor Department "Characteristics of Job Seekers Registered with the CT State Job Service" December 2020, (No category identified) - transactions occur through promotion.	Geographic area would be internal regional employees who hold the lower rank of Assistant Professor.	0% value weight. Increases in this category are from the lower job title of Assistant Professor through promotions. Hires are very rare in this category.
Promotable/ Transferable	Internal regional applicants come from the current Assistant Professor rank	The promotable/transferrable pool is the only viable pool for which the regional can identify qualified applicant pools. While they all work at the regional, they come from all over the state of CT.	100% value weight these positionsa re filled through promotion nearly 100% of the time.
Other	N/A		

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Faculty
JOB TITLE: Assistant Professor

REPORTING DATE: 3/31/2021
LABOR MARKET AREA: Statewide/National

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI* MALE			AAIANHNPI* FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	51.7	25	12.9	48.3	25	12.1	41.1	25	10.3	39.0	25	9.8	2.7	25	0.7	2.5	25	0.6	2.4	25	0.6	2.5	25	0.6	5.4	25	1.4	4.2	25	1.1
2. Unemployment in Applicable LMA	51	25	12.8	49	25	12.3	42.9	25	10.7	26.5	25	6.6	6.1	25	1.5	12.2	25	3.1	2	25	0.5	8.2	25	2.1	0	25	0.0	2	25	0.5
3.Promotable/Transferable Percentage	0	10	0.0	100	10	10.0	0	10	0.0	100	10	10.0	0	10	0.0	0	10	0.0	0	10	0.0	0	10	0.0	0	10	0.0	0	10	0.0
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Student Population)	44.9	10	4.5	55.1	10	5.5	26.3	10	2.6	31.3	10	3.1	3.8	10	0.4	4.7	10	0.5	8.9	10	0.9	12.2	10	1.2	5.8	10	0.6	6.9	10	0.7
8. Other Source (Digest)	45.1	30	13.5	54.9	30	16.5	34.0	30	10.2	41.0	30	12.3	2.7	30	0.8	4.5	30	1.4	3.1	30	0.9	3.7	30	1.1	5.3	30	1.6	5.7	30	1.7
FINAL AVAILABILITY BASE PERCENTAGE			43.7			56.4			33.8			41.8			3.4			5.6			2.9			5.0			3.6			4.0

Employment Data - Census 2000 EEO Data Tool, Statewide Data, Connecticut Post Secondary Teachers (SOC 25-1000)											
SOC 251000	16020	8284	7736	6590	6255	440	399	385	405	869	677
Total	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 - Characteristics of Job Seekers, Post Secondary Teachers SOC 25.10 December 2020											
SOC 25.10	49	25	24	21	13	3	6	1	4	0	1
Total	49	25	24	21	13	3	6	1	4	0	1
Percentage	100.0%	51.0%	49.0%	42.9%	26.5%	6.1%	12.2%	2.0%	8.2%	0	2.0%
Promotable/Transferable Pool - Non-Permanent Faculty (Lecturers) as of March 31, 2021											
Instructors	3	0	3	0	3	0	0	0	0	0	0
Total	3	0	3	0	3	0	0	0	0	0	0
Percentage	100.0%	0	100.0%	0	100.0%	0	0	0	0	0	0
OTHER SOURCE - Fall Student Populations 2020											
2020 Fall Student Pop.	5246	2353	2893	1382	1642	200	248	468	639	303	364
Total	5246	2353	2893	1382	1642	200	248	468	639	303	364
Percentage	100.0%	44.9%	55.1%	26.3%	31.3%	3.8%	4.7%	8.9%	12.2%	5.8%	6.9%
Digest of Ed. Statistics, Table 315.20, Fall 2019: Lecturers, Instructors, Assistant Professors											
Assistant Professors	157993	73516	84477	53673	61708	4334	7294	4227	4686	11282	10789
Instructors	92232	39800	52432	30679	39492	2616	4609	3497	4388	3008	3943
Lecturers	41029	18008	23021	14637	18171	904	1216	1247	1739	1220	1895
Total	291254	131324	159930	98989	119371	7854	13119	8971	10813	15510	16627
Percentage	100.0%	45.1%	54.9%	34.0%	41.0%	2.7%	4.5%	3.1%	3.7%	5.3%	5.7%

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, CT Total, Post Secondary Teachers (251000)	The hiring area is nationwide for this job category. However, a small percentage may be recruited from within the state of Connecticut employment pool from other universities.	25% value weight as assistant professor positions within the region require advanced degrees and relevant/current experience. Most hires are recruited primarily through national searches.
Unemployment in Applicable Labor Market Area	CT Labor Department "Characteristics of Job Seekers Registered with the CT State Job Service" December 2020, Statewide figures line SOC 25.10 Post Secondary Teachers	Department hiring area is statewide/national for this job category; however, statewide unemployment data is utilized. However, a small percentage of positions are filled through the unemployed who possess terminal degrees.	25% value weight. Unemployment figures account for a small % of hires into this category. Most hires are recruited primarily through national searches of those currently employed.
Promotable/ Transferable	Internal region applicants come from the current Instructors. Lecturer data does not include the unknown race or two or more categories.	The promotable/transferrable pool is a viable pool for which the region can identify qulaified applicant pools. While they all work throughout the region, they come from all over the state of CT.	10% value weight as a high percentage of our FT Assistant Professors come from our part-time lecturers who meet the general requirements.
OTHER SOURCE - Fall Student Populations 2019	The region's student population is considered as the region typically looks for prior experience in a regional environment.	Client data comes from within the region's student population records.	10% value weight as students could become part of the workforce after more education and experience. The data is important as we seek to reflect the students in part due to our emerging Hispanic Service Institution designation status. VW is lower due to the source consulted.
Digest of Educational Statis*	Digest of Ed. Statistics, Table 315.20. Lecturers, Instructors, and Assistant Professors. Fall 2019	The hiring area is nationwide for this job category. Persons currently employed at the assistant professor level are a common recruitment pool.	30% value weight. Assistant professor positions throughout the region require advanced degrees and relevant/current experience. Most hires are recruited primarily through national searches at the tant professor level.

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Faculty
JOB TITLE: Instructors

REPORTING DATE: 3/31/2021
LABOR MARKET AREA: Statewide/National

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI* MALE			AAIANHNPI* FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	51.7	15	7.8	48.3	15	7.2	41.1	15	6.2	39.0	15	5.9	2.7	15	0.4	2.5	15	0.4	2.4	15	0.4	2.5	15	0.4	5.4	15	0.8	4.2	15	0.6
2. Unemployment in Applicable LMA	51	15	7.7	49	15	7.4	42.9	15	6.4	26.5	15	4.0	6.1	15	0.9	12.2	15	1.8	2	15	0.3	8.2	15	1.2	0	15	0.0	2	15	0.3
3.Promotable/Transferable Percentage	48.4	20	9.7	51.6	20	10.3	42.3	20	8.5	44	20	8.8	0.7	20	0.1	2.8	20	0.6	2.3	20	0.5	1.2	20	0.2	3	20	0.6	3.7	20	0.7
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Student Population)	44.9	10	4.5	55.1	10	5.5	26.3	10	2.6	31.3	10	3.1	3.8	10	0.4	4.7	10	0.5	8.9	10	0.9	12.2	10	1.2	5.8	10	0.6	6.9	10	0.7
8. Other Source (Digest)	43.4	40	17.4	56.6	40	22.6	34.0	40	13.6	43.3	40	17.3	2.6	40	1.0	4.4	40	1.8	3.6	40	1.4	4.6	40	1.8	3.2	40	1.3	4.4	40	1.8
FINAL AVAILABILITY BASE PERCENTAGE			47.1			53.0			37.3			39.1			2.8			5.1			3.5			4.8			3.3			4.1

Employment Data - Census 2000 EEO Data Tool, Statewide Data, Connecticut Post Secondary Teachers (SOC 25-1000)											
SOC 251000	16020	8284	7736	6590	6255	440	399	385	405	869	677
Total	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 - Characteristics of Job Seekers, Post Secondary Teachers SOC 25.10 June 2020											
SOC 25.10	49	25	24	21	13	3	6	1	4	0	1
Total	49	25	24	21	13	3	6	1	4	0	1
Percentage	100.0%	51.0%	49.0%	42.9%	26.5%	6.1%	12.2%	2.0%	8.2%	0	2.0%
Promotable/Transferable Pool - Non-Permanent Faculty (Lecturers) as of 3/31/2021											
Part Time Lecturer	430	208	222	182	189	3	12	10	5	13	16
Total	430	208	222	182	189	3	12	10	5	13	16
Percentage	100.0%	48.4%	51.6%	42.3%	44.0%	0.7%	2.8%	2.3%	1.2%	3.0%	3.7%
OTHER SOURCE - Fall Student Populations 2020											
2020 Fall Student Pop.	5246	2353	2893	1382	1642	200	248	468	639	303	364
Total	5246	2353	2893	1382	1642	200	248	468	639	303	364
Percentage	100.0%	44.9%	55.1%	26.3%	31.3%	3.8%	4.7%	8.9%	12.2%	5.8%	6.9%
Digest of Ed. Statistics, Table 315.20, Fall 2019: Lecturers, Instructors, Assistant Professors											
Instructors	92232	39800	52432	30679	39492	2616	4609	3497	4388	3008	3943
Lecturers	41029	18008	23021	14637	18171	904	1216	1247	1739	1220	1895
Total	133261	57808	75453	45316	57663	3520	5825	4744	6127	4228	5838
Percentage	100.0%	43.4%	56.6%	34.0%	43.3%	2.6%	4.4%	3.6%	4.6%	3.2%	4.4%

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, CT Total, Post Secondary Teachers (251000)	The hiring area is nationwide for this job category. However, a small percentage may be recruited from within the state of Connecticut employment pool from other universities.	15% value weight as assistant professor positions within the region require advanced degrees and relevant/current experience. Most hires are recruited primarily through national searches.
Unemployment in Applicable Labor Market Area	CT Labor Department "Characteristics of Job Seekers Registered with the CT State Job Service" June 2020, Statewide figures line SOC 25.10 Post Secondary Teachers	Department hiring area is statewide/national for this job category; however, statewide unemployment data is utilized. However, a small percentage of positions are filled through the unemployed who possess terminal degrees.	15% value weight. Unemployment figures account for a small % of hires into this category. Most hires are recruited primarily through national searches of those currently employed.
Promotable/ Transferable	Internal region applicants come from the current Part-time Lecturer employees. Data does not include those who identify as two or more races or not specified.	The promotable/transferrable pool is a viable pool for which the region can identify qualified applicant pools. While they work throughout the region, they come from all over the state of CT.	20% value weight as a high percentage of our FT Instructors come from our part-time lecturers who meet the general requirements.
OTHER SOURCE - Fall Student Populations 2020	The region student population is considered as the region typically looks for prior experince in a community region environment.	Client data comes from within the region's student population records.	10% value weight as students could become part of the workforce after more education and experience. The data is important as we seek to reflect the students in part due to our Hispanic Service Institution status. VW is lower due to the source consulted.
Digest of Educational Statistics	Digest of Ed. Statistics, Table 315.20. Lecturers and Instructors. Fall 2019	The hiring area is nationwide for this job category. Persons currently employed at the assistant professor level are a common recruitment pool.	40% value weight. Instructor positions throughout the region require advanced degrees and relevant/current experience. Most hires are recruited primarily through national searches at the instructor level.

*AAIANH[illegible]N, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: EEO 3 - Professional Non-Faculty
JOB TITLE: All Titles

REPORTING DATE: 03/31/21
LABOR MARKET AREA: Statewide/National

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNP FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	44.0	20	8.8	56.0	20	11.2	37.8	20	7.6	47.7	20	9.5	1.9	20	0.4	3.6	20	0.7	1.5	20	0.3	2.4	20	0.5	2.9	20	0.6	2.2	20	0.4
2. Unemployment in Applicable LMA	53	20	10.6	47	20	9.4	39.1	20	7.8	31.5	20	6.3	5.7	20	1.1	7.4	20	1.5	5	20	1.0	5.6	20	1.1	3.2	20	0.6	2.5	20	0.5
3.Promotable/Transferable Percentage	40.4	10	4.0	59.6	10	6.0	36.5	10	3.7	51.9	10	5.2	0	10	0.0	1.9	10	0.2	0	10	0.0	1.9	10	0.2	3.8	10	0.4	3.8	10	0.4
4.Pop. in the LMA																														
5.Client Pop. Figures (Students)	44.9	10	4.5	55.1	10	5.5	26.3	10	2.6	31.3	10	3.1	3.8	10	0.4	4.7	10	0.5	8.9	10	0.9	12.2	10	1.2	5.8	10	0.6	6.9	10	0.7
6.Educ/Tech Tng Figures																														
7. Other Source (Specify)	39.5	40	15.8	60.5	40	24.2	28.9	40	11.6	42.5	40	17.0	3.7	40	1.5	7.2	40	2.9	3.7	40	1.5	5.6	40	2.2	3.2	40	1.3	5.1	40	2.0
8. Other Source (Specify)																														
FINAL AVAILABILITY BASE PERCENTAGE			43.7			56.3			33.3			41.1			3.4			5.8			3.7			5.2			3.5			4.0

Employment Data - 2000 COS, Vol. 2--Statewide Connecticut, Pgs. 4-5 line. Professional and Related Occupations (150000)											
Professional and Rel Occs(1500(	396853	174733	222120	149984	189264	7464	14451	5947	9571	11338	8834
Total	396853	174733	222120	149984	189264	7464	14451	5947	9571	11338	8834
Percentage	100.0%	44.0%	56.0%	37.8%	47.7%	1.9%	3.6%	1.5%	2.4%	2.9%	2.2%
Unemployment Data - Characteristics of Job Seekers, December 2020 - Business and Financial. Ops Spec (13.00); Computer Specialist (15.10); Other Education, Librarians, Curators & Archivists (25.40); Training & Library Occs (25.90)											
SOC 13.00	1634	802	832	586	578	95	130	85	81	36	43
SOC 15.10	654	520	134	390	95	48	11	38	12	44	16
SOC 25.40	16	4	12	2	8	0	2	1	2	1	0
SOC 25.90	272	39	233	29	130	4	47	4	50	2	6
Total	2576	1365	1211	1007	811	147	190	128	145	83	65
Percentage	100.0%	53.0%	47.0%	39.1%	31.5%	5.7%	7.4%	5.0%	5.6%	3.2%	2.5%
Promotable/Transferable Pool - 3/31/2021											
PT Education/University Assistants	52	21	31	19	27	0	1	0	1	2	2
Total	52	21	31	19	27	0	1	0	1	2	2
Percentage	100.0%	40.4%	59.6%	36.5%	51.9%	0	1.9%	0	1.9%	3.8%	3.8%
OTHER SOURCE - Fall Student Populations 2020											
2020 Fall Student Pop. (FTE)	5246	2353	2893	1382	1642	200	248	468	639	303	364
Total	5246	2353	2893	1382	1642	200	248	468	639	303	364
Percentage	100.0%	44.9%	55.1%	26.3%	31.3%	3.8%	4.7%	8.9%	12.2%	5.8%	6.9%
US Dept. Ed. National Center for Education Statistics, IPEDS: Professional Staff (Non-Faculty)											
Bus & Financial Ops	207582	55856	151726	41048	105355	5425	18803	5233	15012	4150	12556
Comp, Science & Engineering	213411	128520	84891	95875	57359	8169	7026	10019	6936	14457	13570
Comm, Soc Svc, Leg, Arts etc.	177682	81383	96299	59792	70981	9672	11636	9220	8996	2699	4686
Healthcare Pract. And Tech	100639	28222	72417	18855	50080	2530	8794	2463	6059	4374	7484
Librarians, Curators and Arch.	39457	11693	27764	9412	21930	765	2357	857	1656	659	1821
Stud. & Acad. Affs & Ed Svc.	170809	53781	117028	37601	81309	6997	16438	5985	12584	3198	6697
Total	909580	359455	550125	262583	387014	33558	65054	33777	51243	29537	46814
Percentage	100.0%	39.5%	60.5%	28.9%	42.5%	3.7%	7.2%	3.7%	5.6%	3.2%	5.1%

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, Vol. 2--Statewide Connecticut, Pgs. 4-5, line: Professional and Related Occupations. Change in Occupation category used to the broader Professional and Related Occupations as jobs require advanced degrees and/or expereince. This category covers all related and transferrable job skills for the region's positions.	The hiring area is statewide for this job category. Professional non-faculty and related positions are highly competitive and are often recruited statewide from other postsecondary institutions from similar positions/functions.	25% value weight as professional non-faculty positions throughout the region often require advanced degrees and relevant/current (region level) experience. Most hires occur from those currently employed. Reduced from previous due to outdates data source.
Unemployment in Applicable Labor Market Area	CT Labor Department "Characteristics of Job Seekers Registered with the CT State Job Service" December 2020, Statewide Bus. & Fin. Ops Spec (13.00); Comp. Specialist (15.10); Other Ed., Librarians, Curators & Archivists (25.40); Training & Library Occs (25.90)	Department hiring area is statewide/national for this job category; however, statewide unemployment data is utilized. Unemployment figures are used, as some vacancies are filled by the unemployed with relevant skills/experience.	25% value weight. Unemployment figures account for a smaller percentage of hires into this category.
Promotable/ Transferable	Workforce Analysis by Job Classification: Education/University Assistants are non-permenant employees performing functions at the professional level. Per contract, EA's in a position for six years may be eligible for a FT position. Data does not include two or more races or unknowns.	The PT workforce is the only promotable/transferable data where internal/non-permanent employees would be eligible for FT employment (hires).	5% value weight. Due to contractual language changes, a number of hires reported in recent AA plan submissions came from within the PT and EA level positions within the campus. As such a larger value weight is applied in this 2021 submission.
OTHER SOURCE - Fall Student Populations 2020	The region student population is considered as the region typically looks for prior experince in a community region environment. Fall 2020 Full-time equivalency (FTE) utilized.	Client data comes from within the region's student population records. FTE includes all FT and PT students in aggregate.	5% value weight as students could become part of the workforce after more education and experience.
OTHER SOURCE - IPEDS 20	US Dept. Ed. National Center for Education Statistics, IPEDS,November 2019: Professional Staff (Non-Faculty) - Table 314.40.	The hiring area is statewide/nationwide for this job category. Professional non-faculty and related pr[illegible] are highly competitive and are often recruited nationwide from oth[illegible]rsities and from similar positions/functions.	40% value weight as professional non-faculty positions throughout the region often require advanced degrees and/or relevant/current experience. [illegible] hires occur from those currently employed and most often with postseco[illegible]

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Secretarial-Clerical
JOB TITLE: All Titles

REPORTING DATE: 03/31/21
LABOR MARKET AREA: Fairfield County

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNPI FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	12.9	40	5.2	87.1	40	34.8	9.4	40	3.8	69.1	40	27.6	1.6	40	0.6	9.1	40	3.6	0.9	40	0.4	6.6	40	2.6	1.1	40	0.4	2.3	40	0.9
2. Unemployment in Applicable LMA	30.6	60	18.4	69.4	60	41.6	14.4	60	8.6	38.7	60	23.2	9	60	5.4	14	60	8.4	6.3	60	3.8	14.9	60	8.9	1	60	0.6	1.8	60	1.1
3.Promotable/Transferable Percentage	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Specify)	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
8. Other Source (Specify)																														
FINAL AVAILABILITY BASE PERCENTAGE			23.6			76.4			12.4			50.8			6.0			12.0			4.2			11.5			1.0			2.0

Employment Data - 2000 COS, Vol. 1, Pgs. 92-93, Statewide LMA: Other Office & Admin. Support Wrkers (439000); Secretaries & Administrative Assistants (436000)											
SOC 439000	10430	2838	7592	2045	5475	355	1030	193	776	245	311
SOC 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 - Characteristics of Job Seekers, December 2020: Secretaries & Administrative Assistants (43.00) - Statewide											
SOC 43.00	3968	1214	2754	570	1535	357	556	248	590	39	73
SOC 43.60	0	0	0	0	0	0	0	0	0	0	0
Total	3968	1214	2754	570	1535	357	556	248	590	39	73
Percentage	100.0%	30.6%	69.4%	14.4%	38.7%	9.0%	14.0%	6.3%	14.9%	1.0%	1.8%
Promotable/Transferable Pool - N/A											
Title	0	0	0								
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
Education & Technical Training Data - Regional BOT & Business Administration Program Student Data											
Graduates	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, Statewide LMA, Other Office and Admin, Support Workers (439000); Secretaries & Administrative Assistants (436000)	Hiring occurs primarily in Fairfield County for this job category; however, some hires may occur from those living outside of Fairfield County. Most clerical rank positions are filled in closer proximity to the campuses.	40% value weight as clerical positions require a great deal of clerical skills and experience and most often come from those who are currently employed at the title or with qualifying experience.
Unemployment in Applicable Labor Market Area	CT Labor Department "Characteristics of Job Seekers Registered with the CT State Job Service" December 2020, Fairfield County LMA figures line SOC 43.00 - Office and Support Workers; SOC 43.60 Secretaries and Administrative Assistants	Hiring occurs primarily in Fairfield County for this job category; however, some hires may occur from those living throughout the state. Most clerical rank positions are filled in closer proximity to the campuses.	60% as most positions are filled by those already employed; however, some employees do get hired from the unemployment lists
Promotable/ Transferable			
OTHER SOURCE			

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Technical/Paraprofesional
JOB TITLE: All Titles

REPORTING DATE: 03/31/21
LABOR MARKET AREA: Fairfield County

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNPI FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	27.3	80	21.8	72.7	80	58.2	19.7	80	15.8	52.6	80	42.1	3.4	80	2.7	9.8	80	7.8	1.9	80	1.5	7.4	80	5.9	2.3	80	1.8	2.9	80	2.3
2. Unemployment in Applicable LMA	44.5	20	8.9	55.5	20	11.1	31.7	20	6.3	33.5	20	6.7	2.5	20	0.5	10.7	20	2.1	6.6	20	1.3	7.2	20	1.4	3.8	20	0.8	4.1	20	0.8
3.Promotable/Transferable Percentage	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Student Population)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
8. Other Source (PT Workforce)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
FINAL AVAILABILITY BASE PERCENTAGE			30.7			69.3			22.1			48.8			3.2			9.9			2.8			7.3			2.6			3.1

Employment Data - 2000 COS, Vol. 1, Pgs. 32-33 & 92-93, Fairfield County: Library Technicians (254031) & Other Office & Admin Support Workers (439000)											
254031	163	55	108	45	100	0	4	10	4	0	0
439000	10430	2838	7592	2045	5475	355	1030	193	776	245	311
	0	0	0								
Total	10593	2893	7700	2090	5575	355	1034	203	780	245	311
Percentage	100.0%	27.3%	72.7%	19.7%	52.6%	3.4%	9.8%	1.9%	7.4%	2.3%	2.9%
Unemployment Data - Characteristics of Job Seekers, December 2020: Other Edu., Training & Libr. Occs (25.90), Financial Specialist (13.20), Financial Clerks (43.30), Computer Specialist (15.10) New Haven and Fairfield LMA											
SOC 13.20	251	133	118	98	75	6	21	18	11	11	11
SOC 25.90	68	9	59	3	32	2	13	3	12	1	2
	0	0	0								
Total	319	142	177	101	107	8	34	21	23	12	13
Percentage	100.0%	44.5%	55.5%	31.7%	33.5%	2.5%	10.7%	6.6%	7.2%	3.8%	4.1%
Promotable/Transferable Pool - N/A											
	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
OTHER SOURCE - Fall 2020 Graduation Data for Identified Programs - North-West Region											
2020 Fall Student Pop.	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
OTHER SOURCE -											
	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable LMA	Census 2000 Vol. 1, Pgs. 92-93, Statewide. Bookkeeping, Accounting, Auditing Clerks (433031).	The hiring area is Fairfield County for this job category as positions at this level are often recruited from areas closer to the campus.	80% value weight as paraprofessional positions often require a specialty skill, most often acquired through work experience.
Unemployment in Applicable LMA	DOL "Characteristics of Job Seekers" DEC 2020, Fairfield County. 13.20, Financial Specialists & 25.90 Other Education, Training Library.	Hiring occurs in Fairfield county as these positions are recruited locally. Unemployment figures are used; however, a smaller percentage of positions are filled through the unemployed.	20% value weight as paraprofessional positions often require a specialty skill, most often acquired through work experience.
Promotable/ Transferable			
OTHER SOURCE			
OTHER SOU			

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Technical/Paraprofesional
JOB TITLE: All Titles

REPORTING DATE: 03/31/21
LABOR MARKET AREA: Fairfield County

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNPI FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	27.3	80	21.8	72.7	80	58.2	19.7	80	15.8	52.6	80	42.1	3.4	80	2.7	9.8	80	7.8	1.9	80	1.5	7.4	80	5.9	2.3	80	1.8	2.9	80	2.3
2. Unemployment in Applicable LMA	44.5	20	8.9	55.5	20	11.1	31.7	20	6.3	33.5	20	6.7	2.5	20	0.5	10.7	20	2.1	6.6	20	1.3	7.2	20	1.4	3.8	20	0.8	4.1	20	0.8
3.Promotable/Transferable Percentage	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Student Population)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
8. Other Source (PT Workforce)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
FINAL AVAILABILITY BASE PERCENTAGE			30.7			69.3			22.1			48.8			3.2			9.9			2.8			7.3			2.6			3.1

Employment Data - 2000 COS, Vol. 1, Pgs. 32-33 & 92-93, Fairfield County: Library Technicians (254031) & Other Office & Admin Support Workers (439000)											
254031	163	55	108	45	100	0	4	10	4	0	0
439000	10430	2838	7592	2045	5475	355	1030	193	776	245	311
	0	0	0								
Total	10593	2893	7700	2090	5575	355	1034	203	780	245	311
Percentage	100.0%	27.3%	72.7%	19.7%	52.6%	3.4%	9.8%	1.9%	7.4%	2.3%	2.9%
Unemployment Data - Characteristics of Job Seekers, December 2020: Other Edu., Training & Libr. Occs (25.90), Financial Specialist (13.20), Financial Clerks (43.30), Computer Specialist (15.10) New Haven and Fairfield LMA											
SOC 13.20	251	133	118	98	75	6	21	18	11	11	11
SOC 25.90	68	9	59	3	32	2	13	3	12	1	2
	0	0	0								
Total	319	142	177	101	107	8	34	21	23	12	13
Percentage	100.0%	44.5%	55.5%	31.7%	33.5%	2.5%	10.7%	6.6%	7.2%	3.8%	4.1%
Promotable/Transferable Pool - N/A											
	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
OTHER SOURCE - Fall 2020 Graduation Data for Identified Programs - North-West Region											
2020 Fall Student Pop.	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
OTHER SOURCE -											
	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable LMA	Census 2000 Vol. 1, Pgs. 92-93, Statewide. Bookkeeping, Accounting, Auditing Clerks (433031).	The hiring area is Fairfield County for this job category as positions at this level are often recruited from areas closer to the campus.	80% value weight as paraprofessional positions often require a specialty skill, most often acquired through work experience.
Unemployment in Applicable LMA	DOL "Characteristics of Job Seekers" DEC 2020, Fairfield County. 13.20, Financial Specialists & 25.90 Other Education, Training Library.	Hiring occurs in Fairfield county as these positions are recruited locally. Unemployment figures are used; however, a smaller percentage of positions are filled through the unemployed.	20% value weight as paraprofessional positions often require a specialty skill, most often acquired through work experience.
Promotable/ Transferable			
OTHER SOURCE			
OTHER SOURCE			

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Skilled Craft Workers
JOB TITLE: All Titles

REPORTING DATE: 03/31/21
LABOR MARKET AREA: Statewide/National

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNPI FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	98.1	60	58.9	1.9	60	1.1	67.5	60	40.5	1.2	60	0.7	5.2	60	3.1	0.1	60	0.1	20.2	60	12.1	0.5	60	0.3	5.2	60	3.1	0.2	60	0.1
2. Unemployment in Applicable LMA	95.2	40	38.1	4.8	40	1.9	64.2	40	25.7	2.5	40	1.0	10.7	40	4.3	0.8	40	0.3	19.4	40	7.8	1.3	40	0.5	0.9	40	0.4	0.2	40	0.1
3.Promotable/Transferable Percentage	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Specify)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
8. Other Source (Specify)																														
FINAL AVAILABILITY BASE PERCENTAGE			97.0			3.0			66.2			1.7			7.4			0.4			19.9			0.8			3.5			0.2

Employment Data - 2000 COS, Vol. 1, Pgs 36-37 Fairfield County: Construction Trade Workers (472000)											
SOC 371000 Fairfield	19548	19168	380	13190	230	1014	14	3939	102	1025	34
	0	0	0								
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%
Unemployment Data - Characteristics of Job Seekers, Statewide, Dec 2020 - Construction Trades Worker Occupations											
SOC 47.20	3772	3591	181	2421	96	402	29	733	49	35	7
	0	0	0	0	0	0	0	0	0	0	0
Total	3772	3591	181	2421	96	402	29	733	49	35	7
Percentage	100.0%	95.2%	4.8%	64.2%	2.5%	10.7%	0.8%	19.4%	1.3%	0.9%	0.2%
Promotable/Transferable Pool - N/A											
Title	0	0	0								
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
OTHER SOURCE - N/A											
Title	0	0	0	0	0	0	0	0	0	0	0
Title	0	0	0								
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, Fairfield County LMA, Construction Trade Occs (472000).	Hiring occurs in Fairfield county for this job category. These positions are most often recruited statewide. The titles chosen closely reflect the duties and functions for service maintenance titles.	60% value weight as these positions at require relevant (often school environment) experience. Most positions are filled by those already employed.
Unemployment in Applicable Labor Market Area	CT DOL "Characteristics of Job Seekers" Dec 2020, Statewide - line SOC 47.20 Construction Trades Worker Occupations	Hiring occurs in Fairfield county for this job category. These positions are most often recruited statewide. The titles chosen closely reflect the duties and functions for service maintenance titles.	40% value weight as these positions require relevant (often school environment) experience.
Promotable/ Transferabl			
OTHER SOU			

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Service Maintenance
JOB TITLE: All Titles, except Custodians
REPORTING DATE: 03/31/21
LABOR MARKET AREA: Statewide/National

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNPI FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	82.8	60	49.7	17.2	60	10.3	53.2	60	31.9	3.5	60	2.1	5.1	60	3.1	6.1	60	3.7	22.5	60	13.5	7.2	60	4.3	2.0	60	1.2	0.4	60	0.2
2. Unemployment in Applicable LMA	81.8	40	32.7	18.2	40	7.3	48.4	40	19.4	9.6	40	3.8	9.6	40	3.8	2.4	40	1.0	23.2	40	9.3	6.0	40	2.4	0.6	40	0.2	0.2	40	0.1
3.Promotable/Transferable Percentage	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Specify)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
8. Other Source (Specify)																														
FINAL AVAILABILITY BASE PERCENTAGE			82.4			17.6			51.3			5.9			6.9			4.7			22.8			6.7			1.4			0.3

Employment Data - 2000 COS, Vol. 1, Pgs 36-37 Fairfield County: Building Ground Cleaning and Maintenance Workers (371000)											
SOC 371000 Fairfield	978	810	168	520	34	50	60	220	70	20	4
	0	0	0								
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 - Characteristics of Job Seekers, Statewide, Dec 2020 - Grounds Cleaning & Maintenance Occupations											
SOC 37.00	2527	2067	460	1222	242	243	61	586	151	16	6
	0	0	0	0	0	0	0	0	0	0	0
Total	2527	2067	460	1222	242	243	61	586	151	16	6
Percentage	100.0%	81.8%	18.2%	48.4%	9.6%	9.6%	2.4%	23.2%	6.0%	0.6%	0.2%
Promotable/Transferable Pool - N/A											
Title	0	0	0								
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
OTHER SOURCE - N/A											
Title	0	0	0	0	0	0	0	0	0	0	0
Title	0	0	0								
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, Fairfield County LMA, Building Grounds Cleaning & Maintenance Occs (371000).	Hiring occurs in Fairfield county for this job category. These positions are most often recruited statewide. The titles chosen closely reflect the duties and functions for service maintenance titles.	60% value weight as these positions at require relevant (often school environment) experience. Most positions are filled by those already employed.
Unemployment in Applicable Labor Market Area	CT DOL "Characteristics of Job Seekers" Dec 2020, Statewide - line SOC 37.00 Building & Grounds Cleaning & Maintenance Occupations	Hiring occurs in Fairfield county for this job category. These positions are most often recruited statewide. The titles chosen closely reflect the duties and functions for service maintenance titles.	40% value weight as these positions require relevant (often school environment) experience.
Promotable/ Transferable			
OTHER SOU			

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Service Maintenance
JOB TITLE: Custodians

REPORTING DATE: 03/31/21
LABOR MARKET AREA: Statewide/National

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNPI FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	77.6	60	46.6	22.4	60	13.4	38.0	60	22.8	6.9	60	4.1	12.6	60	7.6	2.6	60	1.6	23.1	60	13.9	12.2	60	7.3	3.9	60	2.3	0.7	60	0.4
2. Unemployment in Applicable LMA	81.8	40	32.7	18.2	40	7.3	48.4	40	19.4	9.6	40	3.8	9.6	40	3.8	2.4	40	1.0	23.2	40	9.3	6.0	40	2.4	0.6	40	0.2	0.2	40	0.1
3.Promotable/Transferable Percentage	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Specify)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
8. Other Source (Specify)																														
FINAL AVAILABILITY BASE PERCENTAGE			79.3			20.7			42.2			7.9			11.4			2.6			23.2			9.7			2.5			0.5

Employment Data - 2000 COS, Vol. 1, Pgs 38-39 Fairfield County: Janitors & Building Cleaners (37201X)											
SOC 371000 Fairfield	5360	4160	1200	2035	370	675	140	1240	655	210	35
	0	0	0								
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 - Characteristics of Job Seekers, Statewide, Dec 2020 - Grounds Cleaning & Maintenance Occupations											
SOC 37.00	2527	2067	460	1222	242	243	61	586	151	16	6
	0	0	0	0	0	0	0	0	0	0	0
Total	2527	2067	460	1222	242	243	61	586	151	16	6
Percentage	100.0%	81.8%	18.2%	48.4%	9.6%	9.6%	2.4%	23.2%	6.0%	0.6%	0.2%
Promotable/Transferable Pool - N/A											
Title	0	0	0								
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
OTHER SOURCE - N/A											
Title	0	0	0	0	0	0	0	0	0	0	0
Title	0	0	0								
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, Fairfield County LMA, Building Grounds Cleaning & Maintenance Occs (371000).	Hiring occurs in Fairfield county for this job category. These positions are most often recruited statewide. The titles chosen closely reflect the duties and functions for service maintenance titles.	60% value weight as these positions at require relevant (often school environment) experience. Most positions are filled by those already employed.
Unemployment in Applicable Labor Market Area	CT DOL "Characteristics of Job Seekers" Dec 2020, Statewide - line SOC 37.00 Building & Grounds Cleaning & Maintenance Occupations	Hiring occurs in Fairfield county for this job category. These positions are most often recruited statewide. The titles chosen closely reflect the duties and functions for service maintenance titles.	40% value weight as these positions require relevant (often school environment) experience.
Promotable/ Transferable			
OTHER SOU			

WESTERN CONNECTICUT STATE UNIVERSITY
AVAILABILITY ANALYSIS

OCCUPATIONAL CATEGORY: Protective Services
JOB TITLE: All Titles

REPORTING DATE: 03/31/21
LABOR MARKET AREA: Fairfield County

FACTOR	TOTAL MALE			TOTAL FEMALE			WHITE MALE			WHITE FEMALE			BLACK MALE			BLACK FEMALE			HISPANIC MALE			HISPANIC FEMALE			AAIANHNPI MALE			AAIANHNPI FEMALE		
	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF	RS	VW	WF
1. Employment data in the applicable LMA	93.4	60	56.0	6.6	60	4.0	74.4	60	44.6	4.2	60	2.5	8.0	60	4.8	1.6	60	1.0	9.9	60	5.9	0.7	60	0.4	1.0	60	0.6	0.1	60	0.1
2. Unemployment in Applicable LMA	64.6	40	25.8	35.4	40	14.2	30.7	40	12.3	10.9	40	4.4	20.9	40	8.4	15.0	40	6.0	12.2	40	4.9	8.9	40	3.6	0.9	40	0.4	0.7	40	0.3
3.Promotable/Transferable Percentage	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
4.Pop. in the LMA																														
5.Client Pop. Figures																														
6.Educ/Tech Tng Figures																														
7. Other Source (Specify)	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0	0.0	0	0.0
8. Other Source (Specify)																														
FINAL AVAILABILITY BASE PERCENTAGE			81.8			18.2			56.9			6.9			13.2			7.0			10.8			4.0			1.0			0.4

Employment Data - Connecticut Occupational Statistics, 2000, Vol. 1, Pgs. 36-37, Fairfield County: First-Line Superv./Mgr. of Protective Service Worker (331000) & Police Officers (333050), First-Lin e Supv/Mgr Police (331012), Detectives & Crime Investigators (333021)											
331000	909	885	24	700	0	80	4	95	20	10	0
333050	1494	1350	144	1035	115	145	25	150	0	20	4
331012	305	305	0	260	0	15	0	30	0	0	0
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 - Characteristics of Job Seekers, Statewide, Dec 2020 SOC 33, Protective Service Occupations											
SOC 33.00	460	297	163	141	50	96	69	56	41	4	3
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
Total	460	297	163	141	50	96	69	56	41	4	3
Percentage	100.0%	64.6%	35.4%	30.7%	10.9%	20.9%	15.0%	12.2%	8.9%	0.9%	0.7%
Promotable/Transferable Pool - N/A											
	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0
OTHER SOURCE(S) - N/A											
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0								
Total	0	0	0	0	0	0	0	0	0	0	0
Percentage	0	0	0	0	0	0	0	0	0	0	0

FACTOR:	SOURCE CONSULTED:	BASIS OF SELECTION: GEOGRAPHICAL AREA/JOB TITLE:	REASONS FOR WEIGHTING THE FACTOR:
Employment data in the Applicable Labor Market Area	Census 2000 EEO Data Tool, Vol 1. Pgs 36/37 Fairfield County: Supervisors of Protective Service Worker (331000), Police Officers (333050), First-Line Supv./Mgr Police (3331012)m Detectives & Crim. Investigators (333021)	Hirnig occurs in Fairfield county for this job category. These positions are most often recruited statewide. The titles chosen closely reflect the duties and functions of Protective Services at the campuses.	60% value weight as protective service positions require relevant and current experience. Most positions are filled by those already employed, and most often with local police departments.
Unemployment in Applicable Labor Market Area	CT DOL "Characteristics of Job Seekers" December 2020, Statewide LMA figures line SOC 33.00 Protective Service Occupations.	Hirnig occurs in Fairfield county for this job category. These positions are most often recruited statewide. The titles chosen closely reflect the duties and functions of Protective Services at the campuses.	40% value weight as protective service positions require relevant and current experience. Most positions are filled by those already employed, and most often with local police departments.
Promotable/ Transferable	There are no promotable positions into this category.	N/A	N/A
OTHER SOURCE			

Section G

Element No. 7

AVAILABILITY ANALYSIS

Sec. 46a-68-84

(ATTACHMENTS AND DOCUMENTATION)

Connecticut Labor Force Data for Affirmative Action Plans

4th Quarter - 2020

"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 DEPARTMENT OF LABOR
Partner of the American Job Center Network

Connecticut Data for Affirmative Action Plan 4rh Quarter 2020

"Much of the data used to generate this report comes from the unemployment insurance system. Due to COVID-19 the number of unemployment claims has increased substantially so the numbers in this report are often much higher than those in recent quarters."

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 2020

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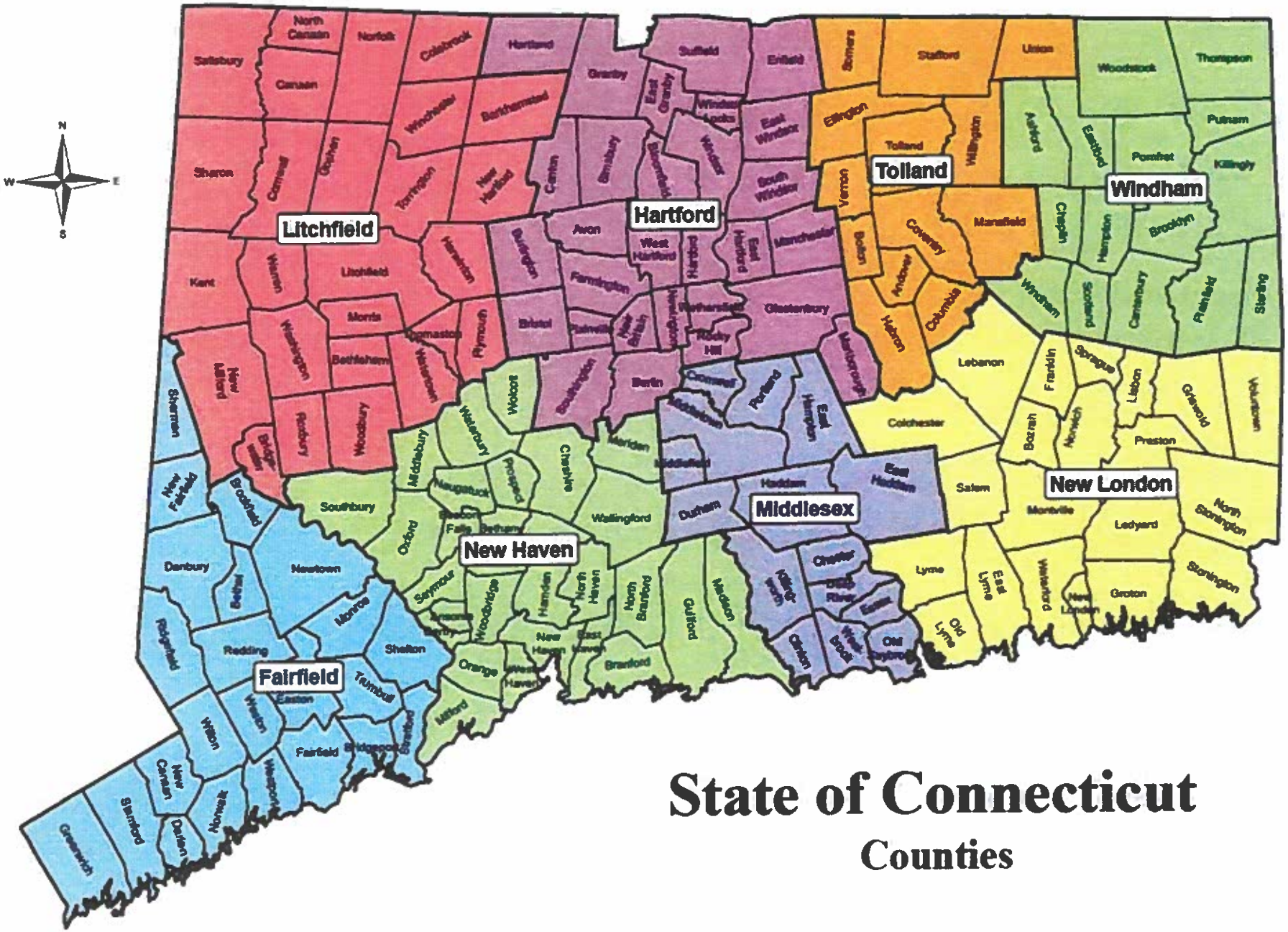


State of Connecticut

Counties

Estimated Minority and Women Unemployed

December 2020

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	459,900	33,600	7.3%	17,884	53.2%	7,502	9,349	16,025	47.7%	8,771	3,743	4,488
Hartford County	479,200	37,000	7.7%	19,507	52.7%	8,228	10,004	17,452	47.2%	9,801	4,067	5,094
Litchfield County	102,300	6,900	6.8%	1,013	14.6%	217	664	3,034	43.9%	478	94	318
Middlesex County	92,400	5,700	6.1%	1,089	19.2%	524	434	2,434	42.8%	519	230	225
New Haven County	454,400	35,800	7.9%	17,631	49.3%	7,979	8,838	17,086	47.8%	8,972	4,008	4,550
New London County	132,100	11,000	8.3%	3,355	30.6%	1,226	1,555	5,350	48.8%	1,726	576	825
Tolland County	85,400	5,100	5.9%	793	15.6%	278	363	2,257	44.5%	396	143	181
Windham County	63,100	4,900	7.8%	1,179	24.0%	160	922	2,359	48.0%	611	67	490
STATE TOTAL	**1,868,800**	**139,900**	**7.5%**	**61,965**	**44.3%**	**25,821**	**31,691**	**65,381**	**46.7%**	**30,809**	**12,731**	**15,747**

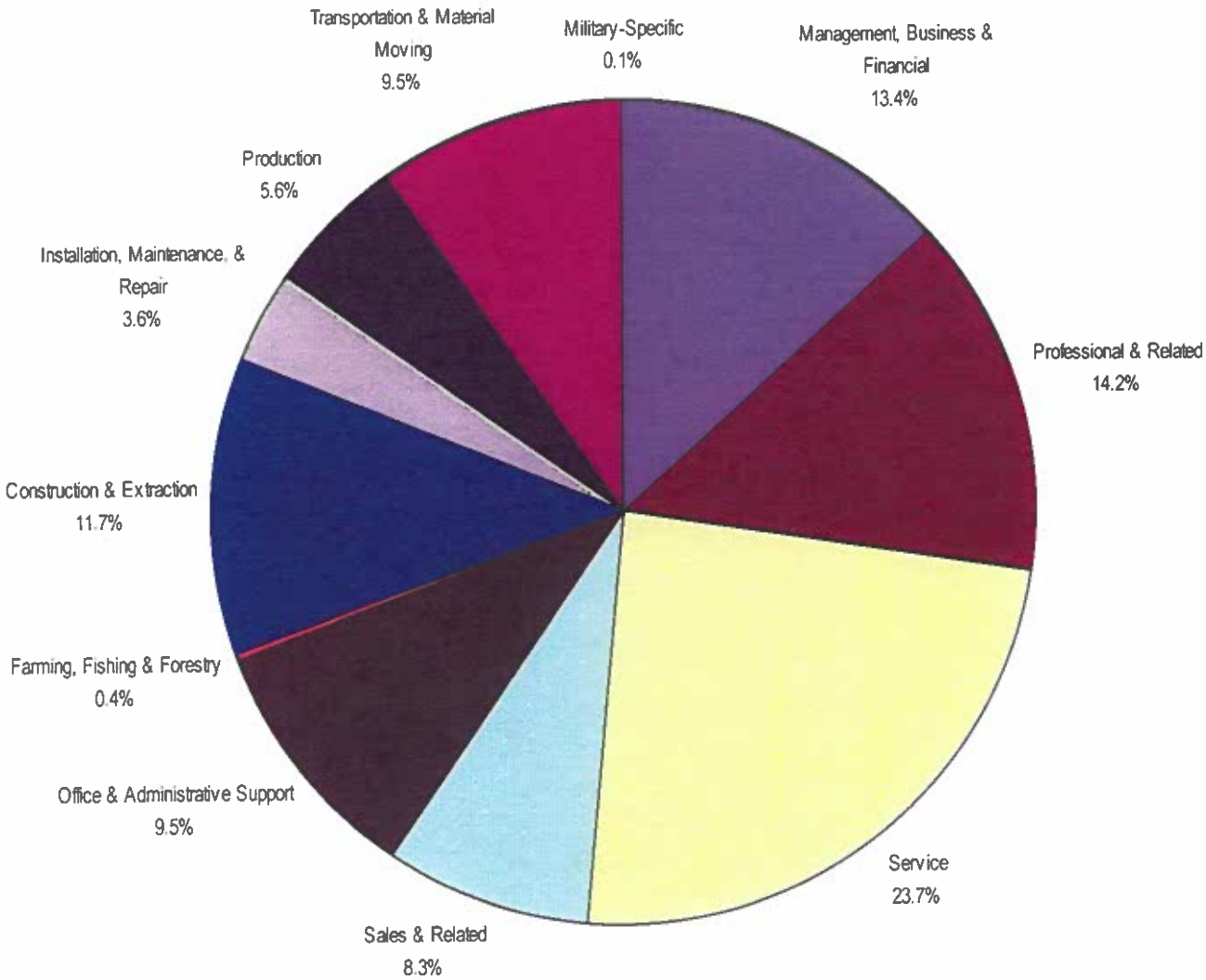
NOTE: State totals may not agree with the sum of the counties because they are estimated independently.

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 2020



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 Male	Total Female	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female
Total - All Occupations	**00**	**88,141**	**46,648**	**41,191**	**27,019**	**21,781**	**8,247**	**8,021**	**10,045**	**9,921**	**1,337**	**1,468**
Management Occupations	**11**	**3,981**	**2,180**	**1,782**	**1,753**	**1,279**	**169**	**219**	**193**	**230**	**65**	**54**
Top Executives	11.10	149	94	53	78	42	3	1	9	9	4	1
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	569	330	237	278	205	24	13	21	11	7	8
Operations Specialties Managers	11.30	754	341	410	253	303	35	55	35	40	18	12
Other Management Occupations	11.90	2,509	1,415	1,082	1,144	729	107	150	128	170	36	33
Business & Financial Operations Occupations	**13**	**1,645**	**802**	**832**	**586**	**578**	**95**	**130**	**85**	**81**	**36**	**43**
Business Operations Specialists	13.10	813	396	412	265	288	66	68	54	37	11	19
Financial Specialists	13.20	832	406	420	321	290	29	62	31	44	25	24
Computer & Mathematical Occupations	**15**	**717**	**559**	**153**	**423**	**108**	**50**	**13**	**40**	**14**	**46**	**18**
Computer Specialists	15.10	659	520	134	390	95	48	11	38	12	44	16
Mathematical Scientists	15.20	58	39	19	33	13	2	2	2	2	2	2
Architecture & Engineering Occupations	**17**	**1,214**	**1,010**	**195**	**685**	**116**	**128**	**24**	**126**	**36**	**71**	**19**
Architects, Surveyors, & Cartographers	17.10	107	83	21	60	16	9	3	13	0	1	2
Engineers	17.20	607	519	83	352	55	52	10	53	9	62	9
Drafters, Engineering, & Mapping Technicians	17.30	500	408	91	273	45	67	11	60	27	8	8
Life, Physical, & Social Science Occupations	**19**	**288**	**174**	**113**	**131**	**69**	**15**	**13**	**19**	**25**	**9**	**6**
Life Scientists	19.10	52	30	22	21	14	2	3	7	4	0	1
Physical Scientists	19.20	41	35	6	29	3	1	0	3	2	2	1
Social Scientists & Related Workers	19.30	41	18	23	13	18	2	3	2	1	1	1
Life, Physical, & Social Science Technicians	19.40	153	90	62	67	34	10	7	7	18	6	3
Community & Social Services Occupations	**21**	**467**	**139**	**325**	**67**	**153**	**50**	**112**	**21**	**59**	**1**	**1**
Counselors, Social Workers, Other Cmmty./Soc. Svcs. Workers	21.10	421	126	292	56	130	50	107	19	54	1	1
Religious Workers	21.20	46	13	33	11	23	0	5	2	5	0	0
Legal Occupations	**23**	**176**	**50**	**125**	**42**	**89**	**5**	**10**	**3**	**19**	**0**	**7**
Lawyers, Judges, & Related Workers	23.10	77	37	40	34	28	1	4	2	6	0	2
Legal Support Workers	23.20	98	13	84	8	61	4	6	1	12	0	5
Education, Training, & Library Occupations	**25**	**755**	**182**	**567**	**143**	**365**	**20**	**98**	**10**	**84**	**9**	**20**
Postsecondary Teachers	25.10	49	25	24	21	13	3	6	1	4	0	1
Primary, Secondary & Special Education Teachers	25.20	83	7	75	7	59	0	9	0	6	0	1
Other Teachers & Instructors	25.30	334	107	223	84	155	13	34	4	22	6	12
Librarians, Curators, & Archivists	25.40	16	4	12	2	8	0	2	1	2	1	0
Other Education, Training, & Library Occupations	25.90	273	39	233	29	130	4	47	4	50	2	6

Characteristics of Job Seekers — State of Connecticut

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**	**998**	**549**	**446**	**375**	**325**	**100**	**57**	**60**	**48**	**14**	**16**
Art & Design Workers	27.10	314	139	173	91	137	30	17	15	12	3	7
Entertainers & Performers, Sports & Related Workers	27.20	321	199	122	135	87	34	15	26	17	4	3
Media & Communication Workers	27.30	140	76	64	65	48	5	5	3	7	3	4
Media & Communication Equipment Workers	27.40	223	135	87	84	53	31	20	16	12	4	2
Healthcare Practitioners & Technical Occupations	**29**	**1,322**	**276**	**1,036**	**177**	**611**	**53**	**224**	**34**	**157**	**12**	**44**
Health Diagnosing & Treating Practitioners	29.10	631	137	489	99	343	18	69	15	53	5	24
Health Technologists & Technicians	29.20	532	101	427	57	217	23	110	14	84	7	16
Other Healthcare Practitioners & Technical Occupations	29.90	159	38	120	21	51	12	45	5	20	0	4
Healthcare Support Occupations	**31**	**2,119**	**181**	**1,918**	**72**	**628**	**68**	**734**	**37**	**526**	**4**	**30**
Nursing, Psychiatric, & Home Health Aides	31.10	1,332	90	1,229	26	330	42	544	21	343	1	12
Occupational & Physical Therapist Assistants & Aides	31.20	34	5	29	5	21	0	3	0	4	0	1
Other Healthcare Support Occupations	31.90	751	86	658	41	277	26	187	16	177	3	17
Protective Service Occupations	**33**	**463**	**297**	**163**	**141**	**50**	**96**	**69**	**56**	**41**	**4**	**3**
Fire Fighting & Prevention Workers	33.20	18	17	1	14	1	3	0	0	0	0	0
Law Enforcement Workers	33.30	36	30	6	22	4	4	1	4	1	0	0
Other Protective Service Workers	33.90	409	250	156	105	45	89	68	52	40	4	3
Food Preparation & Serving Related Occupations	**35**	**3,226**	**1,488**	**1,714**	**718**	**1,015**	**382**	**281**	**344**	**362**	**44**	**56**
Supervisors of Food Preparation & Serving Workers	35.10	357	254	102	156	57	48	22	42	19	8	4
Cooks & Food Preparation Workers	35.20	945	549	386	237	187	172	82	123	106	17	11
Food & Beverage Serving Workers	35.30	1,172	366	799	197	539	63	89	99	147	7	24
Other Food Preparation & Serving Related Workers	35.90	750	319	425	128	231	99	88	80	89	12	17
Building & Grounds Cleaning & Maintenance Occupations	**37**	**2,538**	**2,067**	**460**	**1,222**	**242**	**243**	**61**	**586**	**151**	**16**	**6**
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	2	1	1	0	0	0	0	1	1	0	0
Building Cleaning & Pest Control Workers	37.20	541	235	301	98	138	74	44	60	115	3	4
Grounds Maintenance Workers	37.30	1,994	1,831	157	1,124	104	169	17	525	34	13	2
Personal Care & Service Occupations	**39**	**1,559**	**464**	**1,080**	**149**	**467**	**172**	**269**	**134**	**314**	**9**	**30**
Supervisors of Personal Care & Service Workers	39.10	10	2	8	2	3	0	1	0	3	0	1
Animal Care & Service Workers	39.20	29	4	25	2	20	1	2	1	3	0	0
Entertainment Attendants & Related Workers	39.30	41	21	18	12	9	2	2	6	6	1	1
Funeral Service Workers	39.40	6	2	4	2	0	0	1	0	3	0	0
Personal Appearance Workers	39.50	722	292	422	68	167	118	124	100	116	6	15
Transportation, Tourism, & Lodging Attendants	39.60	10	7	3	3	0	1	1	3	2	0	0
Other Personal Care & Service Workers	39.90	736	133	598	57	266	50	138	24	181	2	13

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**	**3,455**	**1,550**	**1,887**	**950**	**965**	**308**	**392**	**249**	**475**	**43**	**55**
Retail Sales Workers	41.20	1,950	658	1,279	291	553	190	301	155	384	22	41
Sales Representatives, Services	41.30	875	530	342	393	220	65	57	58	55	14	10
Sales Representatives, Wholesale & Manufacturing	41.40	111	83	28	68	25	8	2	5	1	2	0
Other Sales & Related Workers	41.90	519	279	238	198	167	45	32	31	35	5	4
Office & Administrative Support Occupations	**43**	**3,989**	**1,214**	**2,754**	**570**	**1,535**	**357**	**556**	**248**	**590**	**39**	**73**
Supervisors of Office & Administrative Support Workers	43.10	1	0	1	0	0	0	0	0	1	0	0
Communications Equipment Operators	43.20	22	10	12	8	6	1	3	1	1	0	2
Financial Clerks	43.30	313	62	249	33	179	15	26	11	38	3	6
Information & Record Clerks	43.40	1,590	400	1,182	205	541	115	317	65	298	15	26
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	814	583	227	234	69	191	73	144	75	14	10
Secretaries & Administrative Assistants	43.60	490	18	470	9	324	4	57	5	82	0	7
Other Office & Administrative Support Workers	43.90	759	141	613	81	416	31	80	22	95	7	22
Farming, Fishing, & Forestry Occupations	**45**	**165**	**95**	**70**	**45**	**47**	**15**	**1**	**34**	**22**	**1**	**0**
Supervisors of Farming, Fishing, & Forestry Workers	45.10	1	1	0	0	0	0	0	1	0	0	0
Agricultural Workers	45.20	150	80	70	37	47	13	1	29	22	1	0
Fishing & Hunting Workers	45.30	6	6	0	5	0	1	0	0	0	0	0
Forest, Conservation, & Logging Workers	45.40	8	8	0	3	0	1	0	4	0	0	0
Construction & Extraction Occupations	**47**	**4,909**	**4,647**	**249**	**3,157**	**141**	**521**	**33**	**922**	**65**	**47**	**10**
Supervisors of Construction & Extraction Workers	47.10	4	4	0	2	0	1	0	1	0	0	0
Construction Trades Workers	47.20	3,779	3,591	181	2,421	96	402	29	733	49	35	7
Helpers, Construction Trades	47.30	49	44	5	13	4	6	0	24	0	1	1
Other Construction & Related Workers	47.40	1,041	976	59	701	41	107	4	158	14	10	0
Extraction Workers	47.50	34	30	4	18	0	5	0	6	2	1	2
Installation, Maintenance, & Repair Occupations	**49**	**1,516**	**1,407**	**100**	**835**	**41**	**192**	**14**	**364**	**45**	**16**	**0**
Electrical & Electronic Equipment Mechanics, Installers	49.20	72	66	6	49	6	5	0	7	0	5	0
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	365	347	16	226	5	35	3	82	8	4	0
Other Installation, Maintenance & Repair Occupations	49.90	1,077	992	78	559	30	152	11	274	37	7	0
Production Occupations	**51**	**2,336**	**1,581**	**745**	**809**	**227**	**253**	**98**	**443**	**362**	**76**	**58**
Supervisors of Production Workers	51.10	2	2	0	0	0	1	0	1	0	0	0
Assemblers & Fabricators	51.20	419	200	219	77	44	40	17	68	121	15	37
Food Processing Workers	51.30	170	81	86	38	39	20	17	23	29	0	1
Metal Workers & Plastic Workers	51.40	862	738	120	420	47	79	10	191	55	48	8
Printing Workers	51.50	56	38	17	23	0	3	0	12	17	0	0
Textile, Apparel, & Furnishings Workers	51.60	101	34	67	11	27	8	8	14	31	1	1
Woodworkers	51.70	72	63	9	37	2	14	0	12	7	0	0
Plant & System Operators	51.80	44	42	2	24	0	8	0	10	2	0	0
Other Production Occupations	51.90	609	383	224	179	68	80	46	112	99	12	11

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
Transportation & Material Moving Occupations	**53**	**3,988**	**2,829**	**1,146**	**1,277**	**385**	**745**	**223**	**747**	**513**	**60**	**25**
Supervisors of Transportation & Material Moving Workers	53.10	6	5	1	0	0	0	0	5	1	0	0
Air Transportation Workers	53.20	23	13	10	10	8	1	0	2	1	0	1
Motor Vehicle Operators	53.30	1,672	1,105	565	484	242	291	105	298	212	32	6
Rail Transportation Workers	53.40	13	13	0	8	0	1	0	4	0	0	0
Water Transportation Workers	53.50	42	39	3	37	2	1	0	0	1	1	0
Other Transportation Workers	53.60	401	298	102	166	46	74	31	56	24	2	1
Material Moving Workers	53.70	1,819	1,350	459	572	87	377	86	376	269	25	17
Military Specific Occupations	**55**	**46**	**40**	**6**	**22**	**3**	**11**	**1**	**6**	**2**	**1**	**0**
Military Officer Special & Tactical Operations Leaders/Mgrs.	55.10	5	5	0	3	0	2	0	0	0	0	0
Military Enlisted Tactical Operations & Air/Weapon	55.30	41	35	6	19	3	9	1	6	2	1	0
Unknown/Unclassifiable Occupations	**99**	**46,269**	**22,867**	**23,325**	**12,670**	**12,342**	**4,199**	**4,389**	**5,284**	**5,700**	**714**	**894**
Unknown/Unclassifiable Occupations	99.90	46,269	22,867	23,325	12,670	12,342	4,199	4,389	5,284	5,700	714	894

Characteristics of Job Seekers — Fairfield 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**	**18,264**	**9,487**	**8,713**	**4,532**	**3,944**	**2,044**	**2,035**	**2,643**	**2,440**	**268**	**294**
Management Occupations	**11**	**918**	**497**	**418**	**396**	**297**	**42**	**61**	**44**	**47**	**15**	**13**
Top Executives	11.10	29	19	10	16	9	0	0	2	1	1	0
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	186	97	89	82	75	7	5	7	4	1	5
Operations Specialties Managers	11.30	174	77	96	58	67	7	19	8	8	4	2
Other Management Occupations	11.90	529	304	223	240	146	28	37	27	34	9	6
Business & Financial Operations Occupations	**13**	**459**	**240**	**218**	**168**	**142**	**29**	**37**	**29**	**20**	**14**	**19**
Business Operations Specialists	13.10	208	107	101	70	68	23	16	11	9	3	8
Financial Specialists	13.20	251	133	117	98	74	6	21	18	11	11	11
Computer & Mathematical Occupations	**15**	**170**	**147**	**23**	**103**	**12**	**13**	**1**	**17**	**2**	**14**	**8**
Computer Specialists	15.10	158	139	19	96	10	13	0	16	2	14	7
Mathematical Scientists	15.20	12	8	4	7	2	0	1	1	0	0	1
Architecture & Engineering Occupations	**17**	**177**	**144**	**33**	**84**	**18**	**24**	**6**	**31**	**8**	**5**	**1**
Architects, Surveyors, & Cartographers	17.10	23	17	6	12	5	2	1	3	0	0	0
Engineers	17.20	77	63	14	40	9	8	2	11	3	4	0
Drafters, Engineering, & Mapping Technicians	17.30	77	64	13	32	4	14	3	17	5	1	1
Life, Physical, & Social Science Occupations	**19**	**43**	**23**	**20**	**15**	**12**	**3**	**1**	**4**	**5**	**1**	**2**
Life Scientists	19.10	12	7	5	4	4	1	0	2	0	0	1
Physical Scientists	19.20	3	3	0	3	0	0	0	0	0	0	0
Social Scientists & Related Workers	19.30	8	4	4	2	3	1	0	1	0	0	1
Life, Physical, & Social Science Technicians	19.40	20	9	11	6	5	1	1	1	5	1	0
Community & Social Services Occupations	**21**	**86**	**27**	**59**	**19**	**26**	**7**	**23**	**1**	**10**	**0**	**0**
Counselors, Social Workers, Other Cmmty./Soc. Svcs. Workers	21.10	74	22	52	14	20	7	22	1	10	0	0
Religious Workers	21.20	12	5	7	5	6	0	1	0	0	0	0
Legal Occupations	**23**	**46**	**19**	**27**	**17**	**21**	**2**	**0**	**0**	**4**	**0**	**2**
Lawyers, Judges, & Related Workers	23.10	28	17	11	17	8	0	0	0	2	0	1
Legal Support Workers	23.20	18	2	16	0	13	2	0	0	2	0	1
Education, Training, & Library Occupations	**25**	**179**	**37**	**142**	**25**	**91**	**3**	**26**	**5**	**21**	**4**	**4**
Postsecondary Teachers	25.10	7	2	5	1	4	0	0	1	1	0	0
Primary, Secondary & Special Education Teachers	25.20	25	3	22	3	14	0	4	0	4	0	0
Other Teachers & Instructors	25.30	78	23	55	18	41	1	8	1	4	3	2
Librarians, Curators, & Archivists	25.40	1	0	1	0	0	0	1	0	0	0	0
Other Education, Training, & Library Occupations	25.90	68	9	59	3	32	2	13	3	12	1	2

Characteristics of Job Seekers — Fairfield 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**	**257**	**135**	**121**	**100**	**92**	**19**	**12**	**12**	**11**	**4**	**6**
Art & Design Workers	27.10	84	35	49	25	41	8	3	1	3	1	2
Entertainers & Performers, Sports & Related Workers	27.20	87	50	37	39	28	4	3	7	5	0	1
Media & Communication Workers	27.30	37	21	16	18	15	1	0	0	0	2	1
Media & Communication Equipment Workers	27.40	49	29	19	18	8	6	6	4	3	1	2
Healthcare Practitioners & Technical Occupations	**29**	**226**	**41**	**183**	**26**	**87**	**9**	**49**	**4**	**35**	**2**	**12**
Health Diagnosing & Treating Practitioners	29.10	112	23	87	16	48	5	20	2	11	0	8
Health Technologists & Technicians	29.20	86	12	74	7	32	2	19	1	19	2	4
Other Healthcare Practitioners & Technical Occupations	29.90	28	6	22	3	7	2	10	1	5	0	0
Healthcare Support Occupations	**31**	**406**	**39**	**362**	**18**	**63**	**13**	**183**	**8**	**110**	**0**	**6**
Nursing, Psychiatric, & Home Health Aides	31.10	275	19	252	6	37	9	139	4	75	0	1
Occupational & Physical Therapist Assistants & Aides	31.20	3	1	2	1	1	0	0	0	1	0	0
Other Healthcare Support Occupations	31.90	128	19	108	11	25	4	44	4	34	0	5
Protective Service Occupations	**33**	**123**	**78**	**43**	**26**	**5**	**35**	**34**	**15**	**4**	**2**	**0**
Fire Fighting & Prevention Workers	33.20	3	3	0	3	0	0	0	0	0	0	0
Law Enforcement Workers	33.30	5	3	2	2	2	1	0	0	0	0	0
Other Protective Service Workers	33.90	115	72	41	21	3	34	34	15	4	2	0
Food Preparation & Serving Related Occupations	**35**	**613**	**290**	**318**	**97**	**152**	**88**	**62**	**101**	**95**	**4**	**9**
Supervisors of Food Preparation & Serving Workers	35.10	72	50	22	26	11	14	5	10	6	0	0
Cooks & Food Preparation Workers	35.20	173	95	73	20	28	41	18	33	24	1	3
Food & Beverage Serving Workers	35.30	241	88	153	39	74	13	28	36	46	0	5
Other Food Preparation & Serving Related Workers	35.90	127	57	70	12	39	20	11	22	19	3	1
Building & Grounds Cleaning & Maintenance Occupations	**37**	**563**	**463**	**98**	**176**	**37**	**66**	**16**	**219**	**43**	**2**	**2**
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	1	1	0	0	0	0	0	1	0	0	0
Building Cleaning & Pest Control Workers	37.20	106	42	63	16	22	14	12	12	28	0	1
Grounds Maintenance Workers	37.30	456	420	35	160	15	52	4	206	15	2	1
Personal Care & Service Occupations	**39**	**403**	**124**	**274**	**31**	**100**	**43**	**60**	**50**	**104**	**0**	**10**
Supervisors of Personal Care & Service Workers	39.10	3	1	2	1	0	0	0	0	2	0	0
Animal Care & Service Workers	39.20	5	1	4	0	3	1	0	0	1	0	0
Entertainment Attendants & Related Workers	39.30	7	4	3	1	1	1	1	2	1	0	0
Funeral Service Workers	39.40	1	1	0	1	0	0	0	0	0	0	0
Personal Appearance Workers	39.50	215	94	117	16	36	34	23	44	54	0	4
Transportation, Tourism, & Lodging Attendants	39.60	3	1	2	0	0	0	1	1	1	0	0
Other Personal Care & Service Workers	39.90	168	21	146	11	60	7	35	3	45	0	6

Characteristics of Job Seekers — Fairfield 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**	**816**	**402**	**411**	**238**	**188**	**82**	**105**	**68**	**109**	**14**	**9**
Retail Sales Workers	41.20	408	146	259	51	87	52	82	39	86	4	4
Sales Representatives, Services	41.30	227	145	82	109	56	16	11	13	11	7	4
Sales Representatives, Wholesale & Manufacturing	41.40	30	26	4	21	3	2	1	2	0	1	0
Other Sales & Related Workers	41.90	151	85	66	57	42	12	11	14	12	2	1
Office & Administrative Support Occupations	**43**	**758**	**221**	**532**	**95**	**252**	**78**	**149**	**39**	**117**	**9**	**14**
Communications Equipment Operators	43.20	2	1	1	1	0	0	1	0	0	0	0
Financial Clerks	43.30	64	18	46	8	25	5	12	4	9	1	0
Information & Record Clerks	43.40	322	88	233	35	81	31	88	18	57	4	7
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	109	83	26	31	4	34	11	15	11	3	0
Secretaries & Administrative Assistants	43.60	122	1	120	1	77	0	19	0	21	0	3
Other Office & Administrative Support Workers	43.90	139	30	106	19	65	8	18	2	19	1	4
Farming, Fishing, & Forestry Occupations	**45**	**18**	**12**	**6**	**7**	**4**	**3**	**0**	**2**	**2**	**0**	**0**
Agricultural Workers	45.20	15	9	6	7	4	2	0	0	2	0	0
Fishing & Hunting Workers	45.30	1	1	0	0	0	1	0	0	0	0	0
Forest, Conservation, & Logging Workers	45.40	2	2	0	0	0	0	0	2	0	0	0
Construction & Extraction Occupations	**47**	**795**	**754**	**37**	**400**	**18**	**110**	**8**	**240**	**9**	**4**	**2**
Construction Trades Workers	47.20	604	571	31	313	15	80	8	176	7	2	1
Helpers, Construction Trades	47.30	12	10	2	3	2	1	0	5	0	1	0
Other Construction & Related Workers	47.40	173	169	2	83	1	27	0	58	1	1	0
Extraction Workers	47.50	6	4	2	1	0	2	0	1	1	0	1
Installation, Maintenance, & Repair Occupations	**49**	**303**	**277**	**24**	**116**	**8**	**55**	**1**	**103**	**15**	**3**	**0**
Electrical & Electronic Equipment Mechanics, Installers	49.20	15	13	2	7	2	2	0	3	0	1	0
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	64	62	2	33	0	8	0	19	2	2	0
Other Installation, Maintenance & Repair Occupations	49.90	224	202	20	76	6	45	1	81	13	0	0
Production Occupations	**51**	**360**	**203**	**153**	**64**	**33**	**46**	**19**	**78**	**86**	**15**	**15**
Assemblers & Fabricators	51.20	48	22	26	9	6	4	4	7	7	2	9
Food Processing Workers	51.30	33	19	12	9	2	5	3	5	7	0	0
Metal Workers & Plastic Workers	51.40	90	70	20	19	5	10	2	32	12	9	1
Printing Workers	51.50	24	10	14	2	0	1	0	7	14	0	0
Textile, Apparel, & Furnishings Workers	51.60	30	9	21	2	6	3	2	3	12	1	1
Woodworkers	51.70	12	8	4	4	0	3	0	1	4	0	0
Plant & System Operators	51.80	4	4	0	2	0	1	0	1	0	0	0
Other Production Occupations	51.90	119	61	56	17	14	19	8	22	30	3	4

Characteristics of Job Seekers — Fairfield 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
Transportation & Material Moving Occupations	**53**	**717**	**479**	**236**	**152**	**49**	**174**	**56**	**145**	**127**	**8**	**4**
Supervisors of Transportation & Material Moving Workers	53.10	1	1	0	0	0	0	0	1	0	0	0
Air Transportation Workers	53.20	5	3	2	3	1	0	0	0	1	0	0
Motor Vehicle Operators	53.30	360	243	116	75	36	84	29	81	49	3	2
Rail Transportation Workers	53.40	1	1	0	0	0	0	0	1	0	0	0
Water Transportation Workers	53.50	2	1	1	1	0	0	0	0	1	0	0
Other Transportation Workers	53.60	53	39	14	19	5	14	7	6	2	0	0
Material Moving Workers	53.70	292	189	102	54	7	76	19	54	74	5	2
Military Specific Occupations	**55**	**12**	**11**	**1**	**4**	**0**	**4**	**1**	**2**	**0**	**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	10	9	1	3	0	3	1	2	0	1	0
Unknown/Unclassifiable Occupations	**99**	**9,816**	**4,824**	**4,974**	**2,155**	**2,237**	**1,096**	**1,125**	**1,426**	**1,456**	**147**	**156**
Unknown/Unclassifiable Occupations	99.90	9,816	4,824	4,974	2,155	2,237	1,096	1,125	1,426	1,456	147	156

DIGEST OF EDUCATION STATISTICS

TABLE 314.40 - FALL 2018 EMPLOYEES IN DEGREE GRANTING POSTSECONDARY INSTITUTIONS

(Fall 2018 - Table Prepared November 2019)

STAFF	TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE MALE	WHITE FEMALE	BLACK MALE	BLACK FEMALE	HISPANIC MALE	HISPANIC FEMALE	AAIANHNPI MALE	AAIANHNPI FEMALE
Management	250647	107367 42.8%	143280 57.2%	86,797 34.6%	108,045 43.1%	9,186 3.7%	17,524 7.0%	6,000 2.4%	10,379 4.1%	5,384 2.1%	7332 2.9%
Professional/ Faculty	1388677	689595 49.7%	699082 50.3%	539,503 38.9%	533,950 38.5%	41,524 3.0%	63,856 4.6%	39,229 2.8%	41,444 3.0%	69339 5.0%	59832 4.3%
Business & Financial	207582	55856 26.9%	151726 73.1%	41,048 19.8%	105,355 50.8%	5,425 2.6%	18,803 9.1%	5,233 2.5%	15,012 7.2%	4150 2.0%	12556 6.0%
Computers, Engineering & Science	213411	128520 60.2%	84891 39.8%	95,875 44.9%	57,359 26.9%	8,169 3.8%	7,026 3.3%	10,019 4.7%	6936 3.3%	14457 6.8%	13570 6.4%
Community, Social Service, Legal, Arts, Design, Entertainment, Sports & Media	177682	81383 45.8%	96299 54.2%	59,792 33.7%	70,981 39.9%	9,672 5.4%	11,636 6.5%	9,220 5.2%	8,996 5.1%	2699 1.5%	4686 2.6%
Healthcare Practitioners & Technicians	100639	28222 28.0%	72417 72.0%	18,855 18.7%	50,080 49.8%	2,530 2.5%	8,794 8.7%	2,463 2.4%	6,059 6.0%	4374 4.3%	7484 7.4%
Librarians, Curators, & Archivists	39457	11693 29.6%	27764 70.4%	9,412 23.9%	21,930 55.6%	765 1.9%	2,357 6.0%	857 2.2%	1,656 4.2%	659 1.7%	1821 4.6%
Student & Academic Affairs & Other Education	170809	53781 31.5%	117028 68.5%	37,601 22.0%	81,309 47.6%	6,997 4.1%	16,438 9.6%	5,985 3.5%	12,584 7.4%	3198 1.9%	6697 3.9%
Graduate Assistants	236226	111463 47.2%	124763 52.8%	81,144 34.4%	88,485 37.5%	6,071 2.6%	10,033 4.2%	10,167 4.3%	12,349 5.2%	14081 6.0%	13896 5.9%

U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Spring 2019, Human Resources component, Fall Staff section.

(This table was prepared November 2019.)

DIGEST OF EDUCATION STATISTICS
TABLE 315.20 - FULL TIME FACULTY IN DEGREE GRANTING POSTSECONDARY INSTITUTIONS
Fall 2018 - Table prepared November 2019

RANK	GRAND TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE MALE	WHITE FEMALE	BLACK MALE	BLACK FEMALE	HISPANIC MALE	HISPANIC FEMALE	AAIANHNPI MALE	AAIANHNPI FEMALE
Professor	179373	119243 66.5	60130 33.5	96,178 53.6	49,029 27.3	4,091 2.3	2,914 1.6	4,222 2.4	2,604 1.5	14,752 8.2	5,583 3.1
Associate Professor	150958	81306 53.9	69652 46.1	61,665 40.8	53,139 35.2	4,282 2.8	4,914 3.3	4,117 2.7	3,567 2.4	11,242 7.4	8,032 5.3
Assistant Professor	157993	73516 46.5	84477 53.5	53,673 34.0	61,708 39.1	4,334 2.7	7,294 4.6	4,227 2.7	4,686 3.0	11,282 7.1	10,789 6.8
Instructor	92232	39800 43.2	52432 56.8	30,679 33.3	39,492 42.8	2,616 2.8	4,609 5.0	3,497 3.8	4,388 4.8	3,008 3.3	3,943 4.3
Lecturer	41029	18008 43.9	23021 56.1	14,637 35.7	18,171 44.3	904 2.2	1,216 3.0	1,247 3.0	1,739 4.2	1,220 3.0	1,895 4.6
Other Faculty	127578	63232 49.6	64346 50.4	47,177 37.0	47,038 36.9	3,124 2.4	5,450 4.3	3,311 2.6	3,798 3.0	9,620 7.5	8,060 6.3

SOURCE: U.S. Department of Education, National Center for Education Statistics,
Integrated Postsecondary Education Data (IPEDS)
Spring 2016 through Spring 2019, Human Resources Component, Fall Staff section
(Table was Prepared November 2019).

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%	5.284 2.1%	6782 2.7%
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%	68291 4.9%	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%	3983 2.0%	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%	6399 3.0%	14161 6.7%	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%	2747 1.6%	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%	4366 4.4%	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%	594 1.5%	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%	3179 1.9%	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%	14056 6.0%	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	AAIANHNPI MALE	AAIANHNPI FEMALE
Professor	178468	119773 67.1	58695 32.9	97,303 54.5	48,321 27.1	4,125 2.3	2,806 1.6	4,104 2.3	2,414 1.4	14,241 8.0	5,154 2.9
Associate Professor	150188	81665 54.4	68523 45.6	62,389 41.5	52,589 35.0	4,300 2.9	4,851 3.2	3,902 2.6	3,339 2.2	11,074 7.4	7,744 5.2
Assistant Professor	157384	74033 47.0	83351 53.0	54,381 34.6	61,325 39.0	4,344 2.8	7,161 4.6	4,109 2.6	4,456 2.8	11,199 7.1	10,409 6.6
Instructor	92445	39927 43.2	52518 56.8	31,062 33.6	39,999 43.3	2,585 2.8	4,483 4.8	3,293 3.6	4,137 4.5	2,987 3.2	3,899 4.2
Lecturer	39319	17393 44.2	21926 55.8	14,288 36.3	17,475 44.4	838 2.1	1,143 2.9	1,153 2.9	1,540 3.9	1,114 2.8	1,768 4.5
Other Faculty	127084	63273 49.8	63811 50.2	47,491 37.4	46,937 36.9	3,231 2.5	5,560 4.4	3,129 2.5	3,523 2.8	9,422 7.4	7,791 6.1

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).

Table 315.20. Full-time faculty in degree-granting postsecondary institutions, by race/ethnicity, sex, and academic rank: Fall 2015, fall 2016, and fall 2017

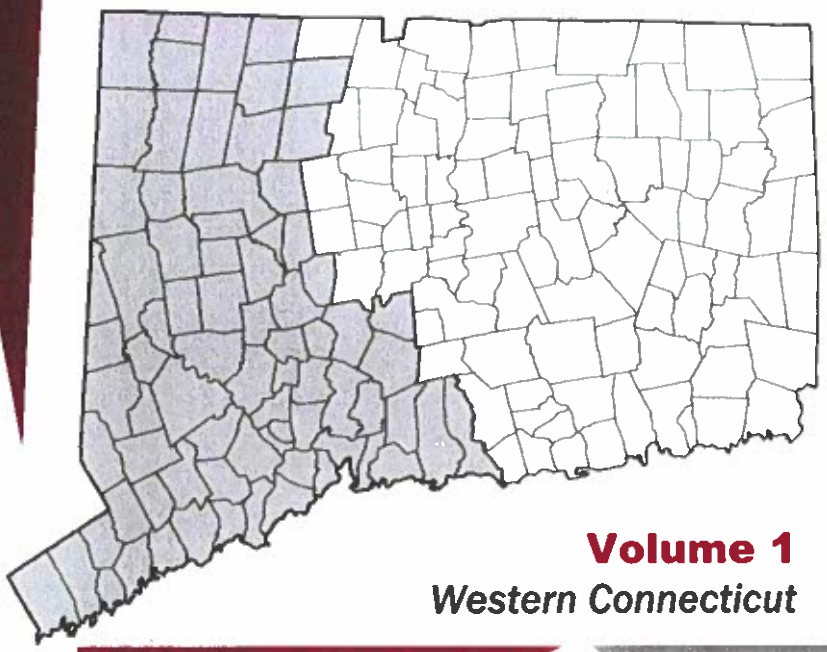
Year, sex, and academic rank	Total	White	Black, Hispanic, Asian, Pacific Islander, American Indian/Alaska Native, and Two or more races									Race/ethnicity unknown	Non-resident alien\2\
							Asian/Pacific Islander			American Indian/ Alaska Native	Two or more races		
			Total	Per-cent\1\	Black	Hispanic	Total	Asian	Pacific Islander				
1	2	3	4	5	6	7	8	9	10	11	12	13	14
2015\3													
Total	**807,109**	**575,752**	**167,372**	**22.5**	**44,106**	**35,011**	**77,456**	**76,298**	**1,158**	**3,530**	**6,469**	**22,359**	**41,626**
Professors	182,388	147,095	31,171	17.5	6,711	5,957	16,938	16,734	204	599	946	2,496	1,636
Associate professors	158,082	116,754	35,132	23.1	9,090	6,978	17,285	17,067	215	608	1,171	3,070	3,126
Assistant professors	173,409	115,226	40,251	25.9	10,474	7,634	19,412	19,132	300	639	1,672	6,577	11,355
Instructors	99,915	73,858	21,673	22.9	7,264	6,890	5,696	5,467	229	862	961	3,563	1,627
Lecturers	40,894	30,488	7,635	20.0	2,074	2,367	2,690	2,653	37	142	362	1,256	1,515
Other faculty	152,421	93,137	31,510	25.3	8,013	5,985	15,415	15,245	170	680	1,357	5,407	22,367
2016\3													
Total	**813,978**	**574,515**	**172,618**	**23.1**	**44,466**	**37,406**	**80,004**	**78,855**	**1,149**	**3,543**	**7,199**	**22,370**	**44,475**
Professors	182,604	145,931	32,428	18.2	6,843	6,215	17,737	17,546	191	612	1,021	2,507	1,938
Associate professors	157,586	115,571	35,704	23.6	9,076	7,103	17,695	17,479	216	598	1,231	3,145	3,166
Assistant professors	175,800	115,193	41,984	26.7	11,122	8,130	20,222	19,926	296	622	1,898	6,546	12,077
Instructors	100,698	73,113	22,308	23.4	7,212	7,882	5,841	5,626	215	867	1,186	3,576	1,691
Lecturers	41,401	30,817	7,570	19.7	1,974	2,423	2,569	2,526	43	150	454	1,386	1,628
Other faculty	155,899	93,990	32,624	25.4	8,239	6,252	15,940	15,752	188	694	1,499	5,210	24,075
Males	410,387	309,853	90,021	22.5	19,096	13,822	46,794	46,204	590	1,721	3,388	11,910	28,603
Professors	123,780	98,336	22,292	18.5	4,044	3,957	13,266	13,135	131	376	649	1,726	1,426
Associate professors	86,464	62,971	19,675	23.8	4,307	3,864	10,605	10,495	110	288	611	1,825	1,993
Assistant professors	85,529	54,774	19,932	26.6	4,200	3,956	10,594	10,447	147	274	808	3,195	7,528
Instructors	43,786	32,005	9,285	22.5	2,592	3,270	2,537	2,438	99	430	456	1,585	911
Lecturers	19,494	13,903	3,104	18.3	860	1,013	982	965	17	61	188	677	810
Other faculty	82,334	47,864	15,833	24.9	3,093	2,962	8,810	8,724	86	292	676	2,702	15,935
Females	373,591	264,662	82,597	23.8	25,370	18,384	33,210	32,651	559	1,822	3,811	10,460	15,872
Professors	58,824	47,495	10,136	17.6	2,799	2,258	4,471	4,411	60	236	372	781	412
Associate professors	71,122	52,600	16,029	23.4	4,769	3,240	7,090	6,984	106	310	620	1,320	1,173
Assistant professors	90,271	60,419	22,152	26.8	6,922	4,174	9,628	9,473	149	348	1,080	3,151	4,549
Instructors	56,902	41,108	13,023	24.1	4,620	4,012	3,304	3,188	116	437	650	1,991	780
Lecturers	22,907	16,914	4,466	20.9	1,114	1,410	1,587	1,561	26	89	266	709	815
Other faculty	73,565	46,126	16,791	26.7	5,146	3,290	7,130	7,028	102	402	823	2,508	8,140
2017\3													
Total	**821,168**	**573,560**	**178,947**	**23.8**	**45,427**	**39,099**	**83,342**	**82,142**	**1,200**	**3,460**	**7,619**	**23,439**	**45,222**
Professors	184,023	145,624	33,895	18.9	6,931	6,518	18,764	18,571	193	631	1,051	2,710	1,794
Associate professors	157,820	114,978	36,492	24.1	8,151	7,241	18,249	18,014	235	569	1,282	3,306	3,044
Assistant professors	178,858	115,706	43,707	27.4	11,505	8,565	20,980	20,700	280	628	2,029	6,875	12,570
Instructors	98,793	71,061	22,506	24.1	7,068	7,430	6,035	5,802	233	851	1,122	3,374	1,852
Lecturers	42,866	31,763	8,054	20.2	1,881	2,693	2,729	2,691	38	153	498	1,480	1,569
Other faculty	158,808	94,428	34,293	26.6	8,891	6,652	16,585	16,364	221	628	1,637	5,694	24,393
Males	440,842	306,914	92,679	23.2	19,423	19,690	48,348	47,759	589	1,689	3,529	12,410	28,839
Professors	123,615	97,303	23,099	19.2	4,125	4,104	13,861	13,733	128	380	629	1,871	1,342
Associate professors	86,153	62,389	19,919	24.2	4,300	3,902	10,805	10,692	113	269	643	1,935	1,915
Assistant professors	86,151	54,381	20,502	27.4	4,344	4,109	10,904	10,771	133	295	850	3,554	7,714
Instructors	42,882	31,062	9,357	23.2	2,585	3,293	2,558	2,458	100	419	492	1,473	930
Lecturers	19,090	14,288	3,300	18.8	838	1,153	1,056	1,038	18	58	195	696	806
Other faculty	82,946	47,491	16,502	25.8	3,231	3,129	9,164	9,067	97	258	720	2,891	16,072
Females	380,326	266,646	86,268	24.4	26,004	19,409	34,994	34,383	611	1,771	4,090	11,029	16,383
Professors	60,408	48,321	10,796	18.3	2,806	2,414	4,903	4,838	65	251	422	839	452
Associate professors	71,662	52,589	16,573	24.0	4,851	3,339	7,444	7,322	122	300	639	1,371	1,129
Assistant professors	92,707	61,325	23,205	27.5	7,161	4,456	10,076	9,929	147	333	1,179	3,321	4,856
Instructors	55,911	39,999	13,149	24.7	4,483	4,137	3,477	3,344	133	422	630	1,901	862
Lecturers	23,776	17,475	4,754	21.4	1,143	1,540	1,673	1,653	20	95	303	784	763
Other faculty	75,862	46,937	17,791	27.5	5,560	3,523	7,421	7,297	124	370	917	2,813	8,321

\1\Combined total of faculty who were Black, Hispanic, Asian, Pacific Islander, American Indian/Alaska Native, and of Two or more races as a percentage of total faculty, excluding race/ethnicity unknown and nonresident alien.
\2\Race/ethnicity not collected.
\3\Only instructional faculty were classified by academic rank. Primarily research and primarily public service faculty, as well as faculty without ranks, appear under "Other faculty."
NOTE: Degree-granting institutions grant associate's or higher degrees and participate in Title IV federal financial aid programs. Includes institutions with fewer than 15 full-time employees; these institutions did not report staff data prior to 2007. Race categories exclude persons of Hispanic ethnicity. Some data have been revised from previously published figures.
SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Spring 2016 through Spring 2018 Human Resources component, Fall Staff section. (This table was prepared November 2018.)

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

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 Male	%	Female	%	White Non-Hispanic Male	%	Female	%	Black Non-Hispanic 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
Whsle & Ret. 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. Whsle, Ret., 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. Agri., 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

* Estimates may not add to the total due to rounding. For information on rounding and confidentiality, see Appendix E.

CONNECTICUT OCCUPATIONAL STATISTICS
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2000 Census of Population and Housing - Special EEO Tabulation

Statewide

Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				
Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
76,358	*4.3*	*70,774*	*4.0*	*63,532*	*3.6*	*40,519*	*2.3*	*33,575*	*1.9*	*Total Civilian Labor Force*
6,910	2.6	4,448	1.6	3,678	1.4	5,415	2.0	3,949	1.5	MGMT., BUSINESS, & FIN. OCCS. (110000)
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)

CONNECTICUT OCCUPATIONAL STATISTICS
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Statewide

Occupation	Total All Races *	Total Civilian Labor Force Male	%	Female	%	White Non-Hispanic Male	%	Female	%	Black Non-Hispanic 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
Computer & Mathematical Occupations (150001)	*49,645*	*34,013*	*68.5*	*15,619*	*31.5*	*28,070*	*56.5*	*12,490*	*25.2*	*1,202*	*2.4*
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
Architecture & Engineering Occs. (170001)	*41,635*	*36,743*	*88.3*	*4,837*	*11.6*	*32,690*	*78.5*	*4,115*	*9.9*	*1,019*	*2.4*
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 Engnrs (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, Engnrng., & 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
Life, Physical, & Social Science Occs. (190001)	*19,730*	*11,101*	*56.3*	*8,604*	*43.6*	*9,200*	*46.6*	*6,944*	*35.2*	*196*	*1.0*
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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Statewide

Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				
Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
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, Engnrng & 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	441	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)

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 Male	%	Female	%	White Non-Hispanic Male	%	Female	%	Black Non-Hispanic 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. Wrkrs (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 Wrkrs (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

* Estimates may not add to the total due to rounding. For information on rounding and confidentiality, see Appendix E

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				
Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
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. Wrkrs (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 Wrkrs (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)

2000

Connecticut

Occupational

Statistics

FAIRFIELD
County

CONNECTICUT OCCUPATIONAL STATISTICS
for Equal Employment Opportunity and Affirmative Action Planning
2000 Census of Population and Housing - Special EEO Tabulation

Fairfield County

Occupation	Total All Races *	Total Civilian Labor Force Male	%	Female	%	White Non-Hispanic Male	%	Female	%	Black Non-Hispanic 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. Wrkrs (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 Wrkrs (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

* Estimates may not add to the total due to rounding. For information on rounding and confidentiality, see Appendix E

CONNECTICUT OCCUPATIONAL STATISTICS
for Equal Employment Opportunity and Affirmative Action Planning
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Fairfield County

Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				
Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
4	0.3	18	1.6	29	2.5	90	7.8	85	7.4	Physical Scientists (192000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Astronomers & Physicists (192010)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Atmospheric & Space Scientists (192021)
4	0.8	14	2.9	25	5.2	45	9.3	65	13.4	Chemists & Materials Scientists (192030)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Environ. Scientists & Geoscientists (192040)
0	0.0	4	0.9	4	0.9	45	10.2	20	4.5	Physical Scientists, All Other (192099)
10	0.4	24	1.1	20	0.9	53	2.3	94	4.1	Social Scientists & Related Workers (193000)
0	0.0	10	4.9	0	0.0	4	2.0	10	4.9	Economists (193011)
10	1.0	0	0.0	20	2.0	20	2.0	55	5.6	Market & Survey Researchers (193020)
0	0.0	14	1.5	0	0.0	29	3.1	29	3.1	Psychologists (193030)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Urban & Regional Planners (193051)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Misc. Soc. Scientists, Incl. Sociologists (1930XX)
35	5.9	44	7.4	24	4.0	53	8.9	14	2.4	Life, Physical, & Soc.Science Techs. (194000)
0	0.0	25	35.7	10	14.3	4	5.7	4	5.7	Agric. & Food Science Technicians (194011)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Biological Technicians (194021)
25	9.3	19	7.0	4	1.5	45	16.7	10	3.7	Chemical Technicians (194031)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Geological & Petroleum Technicians (194041)
10	4.1	0	0.0	10	4.1	4	1.6	0	0.0	Misc. Life, Phy., & Soc. Sci. Techs. (1940XX)
724	***12.3***	***198***	***3.4***	***430***	***7.3***	***137***	***2.3***	***53***	***0.9***	***Community & Social Services Occs. (210001)***
710	15.7	124	2.7	415	9.2	38	0.8	49	1.1	Counselors, Soc. Workers, & Others (211000)
250	13.9	45	2.5	105	5.8	4	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)

CONNECTICUT OCCUPATIONAL STATISTICS
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Occupation	Total All Races *	Total Civilian Labor Force Male	%	Female	%	White Non-Hispanic Male	%	Female	%	Black Non-Hispanic 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
Healthcare Support Occupations (310001)	*8,175*	*945*	*11.6*	*7,224*	*88.4*	*435*	*5.3*	*3,040*	*37.2*	*250*	*3.1*
Nursing, Psych., & Home Health Aides (311000)	5,755	540	9.4	5,209	90.5	215	3.7	1,575	27.4	155	2.7
Nursing, Psych., & Home Health Aides (311010)	5,755	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
Protective Service Occupations (330001)	*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. Wrkrs, 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
Bailiffs, 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. Wrkers (33909X)	485	290	59.8	189	39.0	230	47.4	170	35.1	30	6.2
Food Prep. & Serving-Rel. Occupations (350001)	*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. Wrkrs (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
Bldng & Grounds Cleaning & Maint. Occs. (370001)	*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. Wrkrs (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				
Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
5,972	10.3	7,413	12.7	6,287	10.8	1,601	2.8	1,838	3.2	SERVICE OCCUPATIONS (310000)
2,699	*33.0*	*155*	*1.9*	*1,000*	*12.2*	*105*	*1.3*	*485*	*5.9*	*Healthcare Support Occupations (310001)*
2,470	42.9	95	1.7	720	12.5	75	1.3	444	7.7	Nursing, Psych., & Home Health Aides (311000)
2,470	42.9	95	1.7	720	12.5	75	1.3	444	7.7	Nursing, Psych., & Home Health Aides (311010)
15	16.7	0	0.0	0	0.0	0	0.0	0	0.0	Occ. & Phys. Therapist Assists & Aides (312000)
0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Occ. Therapist Assistants & Aides (312010)
15	18.8	0	0.0	0	0.0	0	0.0	0	0.0	Physical Therapist Assistants & Aides (312020)
214	9.2	60	2.6	280	12.0	30	1.3	41	1.8	Other Healthcare Support Occupations (319000)
14	4.7	10	3.4	20	6.8	0	0.0	10	3.4	Massage Therapists (319011)
40	6.6	10	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*	*Protective Service Occupations (330001)*
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. Wrkers (33909X)
824	*5.5*	*2,254*	*15.2*	*1,169*	*7.9*	*735*	*4.9*	*352*	*2.4*	*Food Prep. & Serving-Rel. Occupations (350001)*
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*	*Bldng & Grounds Cleaning & Maint. Occs. (370001)*
60	6.1	220	22.2	70	7.1	20	2.0	4	0.4	Super., Bldng & Grnds 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 Male	%	Female	%	White Non-Hispanic Male	%	Female	%	Black Non-Hispanic Male	%
Building Cleaning & Pest Control Workers (372000)	10,510	4,949	47.1	5,559	52.9	2,240	21.3	1,700	16.2	845	8.0
Maids & Housekeeping Cleaners (372012)	5,040	674	13.4	4,359	86.5	130	2.6	1,330	26.4	145	2.9
Janitors & Building Cleaners (37201X)	5,355	4,160	77.7	1,200	22.4	2,035	38.0	370	6.9	675	12.6
Pest Control Workers (372021)	115	115	100.0	0	0.0	75	65.2	0	0.0	25	21.7
Grounds Maintenance Workers (373000)	5,145	4,918	95.6	220	4.3	2,355	45.8	205	4.0	125	2.4
Grounds Maintenance Workers (373010)	5,145	4,918	95.6	220	4.3	2,355	45.8	205	4.0	125	2.4
Personal Care & Service Occupations (390001)	***11,535***	***2,293***	***19.9***	***9,230***	***80.0***	***1,564***	***13.6***	***6,059***	***52.5***	***335***	***2.9***
Super., Personal Care & Service Workers (391000)	665	325	48.9	345	51.9	265	39.8	250	37.6	0	0.0
First-Line Super./Mgrs. of Gaming Workers (391010)	180	150	83.3	35	19.4	140	77.8	35	19.4	0	0.0
First-Line Super./Mgrs. of Pers. Serv. Wrkrs (391021)	485	175	36.1	310	63.9	125	25.8	215	44.3	0	0.0
Animal Care & Service Workers (392000)	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 Wrkrs (393090)	405	215	53.1	195	48.1	165	40.7	130	32.1	30	7.4
Funeral Service Workers (394000)	20	20	100.0	0	0.0	20	100.0	0	0.0	0	0.0
Personal Appearance Workers (395000)	2,615	558	21.3	2,053	78.5	405	15.5	1,475	56.4	65	2.5
Barbers (395011)	260	230	88.5	30	11.5	125	48.1	20	7.7	65	25.0
Hairdressers, Stylists, & Cosmetologists (395012)	2,015	324	16.1	1,694	84.1	280	13.9	1,210	60.0	0	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 Wrkrs (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 Wrkrs (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

* Estimates may not add to the total due to rounding. For information on rounding and confidentiality, see Appendix E.

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Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				
Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
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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Occupation	Total All Races *	Total Civilian Labor Force Male	%	Female	%	White Non-Hispanic Male	%	Female	%	Black Non-Hispanic Male	%
Real Estate Brokers & Sales Agents (419020)	3,510	1,390	39.6	2,119	60.4	1,305	37.2	2,040	58.1	35	1.0
Sales Engineers (419031)	95	95	100.0	0	0.0	85	89.5	0	0.0	0	0.0
Telemarketers (419041)	635	233	36.7	388	61.1	135	21.3	265	41.7	40	6.3
Door-To-Door Sales Workers & Rel Wrkrs (419091)	465	175	37.6	284	61.1	145	31.2	210	45.2	10	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 Wrkrs (431011)	5,860	1,949	33.3	3,919	66.9	1,495	25.5	3,105	53.0	190	3.2
Communications Equipment Operators (432000)	380	114	30.0	264	69.5	70	18.4	190	50.0	15	3.9
Switchboard Operators, Incl. Ans. Service (432011)	215	40	18.6	174	80.9	40	18.6	145	67.4	0	0.0
Telephone Operators (432021)	110	55	50.0	55	50.0	30	27.3	25	22.7	0	0.0
Comm. Equipment Operators, All Other (432099)	55	19	34.5	35	63.6	0	0.0	20	36.4	15	27.3
Financial Clerks (433000)	9,005	1,201	13.3	7,783	86.4	905	10.0	6,080	67.5	125	1.4
Bill & Account Collectors (433011)	595	200	33.6	385	64.7	145	24.4	250	42.0	20	3.4
Billing & Posting Clerks & Machine Oper. (433021)	965	98	10.2	859	89.0	80	8.3	695	72.0	0	0.0
Bookkeeping, Accting, & Auditing Clerks (433031)	5,475	620	11.3	4,865	88.9	465	8.5	4,000	73.1	60	1.1
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

* Estimates may not add to the total due to rounding. For information on rounding and confidentiality, see Appendix E.

CONNECTICUT OCCUPATIONAL STATISTICS
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Fairfield County

Black Non-Hispanic		Hispanic in Any Race				All Other Non-Hispanic				
Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
30	0.9	35	1.0	49	1.4	15	0.4	0	0.0	Real Estate Brokers & Sales Agents (419020)
0	0.0	0	0.0	0	0.0	10	10.5	0	0.0	Sales Engineers (419031)
80	12.6	34	5.4	19	3.0	24	3.8	24	3.8	Telemarketers (419041)
15	3.2	20	4.3	35	7.5	0	0.0	24	5.2	Door-To-Door Sales Workers & Rel Wrkrs (419091)
20	2.0	14	1.4	10	1.0	4	0.4	0	0.0	Sales & Related Workers, All Other (419099)
5,666	**9.0**	**1,705**	**2.7**	**4,096**	**6.5**	**834**	**1.3**	**1,530**	**2.4**	**OFFICE & ADMIN. SUPPORT OCCUPATIONS (430000)**
390	6.7	210	3.6	295	5.0	54	0.9	129	2.2	Super., Office & Admin. Support Workers (431000)
390	6.7	210	3.6	295	5.0	54	0.9	129	2.2	First-Line Sup./Mgrs., Admin. Support Wrkrs (431011)
45	11.8	0	0.0	29	7.6	29	7.6	0	0.0	Communications Equipment Operators (432000)
15	7.0	0	0.0	14	6.5	0	0.0	0	0.0	Switchboard Operators, Incl. Ans. Service (432011)
15	13.6	0	0.0	15	13.6	25	22.7	0	0.0	Telephone Operators (432021)
15	27.3	0	0.0	0	0.0	4	7.3	0	0.0	Comm. Equipment Operators, All Other (432099)
839	9.3	83	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 Male	%	Female	%	White Non-Hispanic Male	%	Female	%	Black Non-Hispanic 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 Wrkrs (451000)	55	34	61.8	25	45.5	30	54.5	25	45.5	0	0.0
First-Line Sup./Mgrs. of Farming, Etc. (451010)	55	34	61.8	25	45.5	30	54.5	25	45.5	0	0.0
Agricultural Workers (452000)	320	220	68.8	105	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. Wrkrs, Incl. Animal Breeders (4520XX)	300	200	66.7	105	35.0	80	26.7	75	25.0	15	5.0
Fishing & Hunting Workers (453000)	85	90	105.9	0	0.0	70	82.4	0	0.0	0	0.0
Forest, Conservation, & Logging Workers (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. Wrkrs (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				
Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
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 Wrkrs (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. Wrkrs, 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. Wrkrs (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)

Section H

Element No. 8

UTILIZATION ANALYSIS & HIRING & PROMOTION GOALS

Sec. 46a-68-85

Utilization Analysis and Hiring and Promotional Goals

Under Section 46a-68-85(a) of the Affirmative Action Regulations of Connecticut State Agencies, to determine whether protected classes are fully and fairly utilized, the University has established a process for which representation of protected group persons in the workforce shall be compared, in form or format prescribed by the Commission on Human Rights and Opportunities staff, to the availability of such persons for employment. Comparisons between the University workforce and the availability base calculated in section 46a-68-84 of the Regulations of Connecticut State Agencies shall be made by occupational category, position classifications employing a significant number of persons and job titles for which a separate base was calculated.

(b) For each instance of underutilization identified in the utilization analysis, employment goals shall be set by the University to increase the representation of protected class members in the full-time workforce. Employment goals shall be set by University for job titles filled through original appointment or promotional appointment. The University makes a good faith effort to achieve such goals in order to attain parity with the availability base for such protected class members.

(c) The University recognizes that where the underutilization of race and sex groups, considered individually, does not rise to the level to require a hiring or promotion goal, but where the underutilization of race and sex groups, considered collectively is fifty percent (50%) or greater, *either (or both) a hiring and/or promotion goal shall be set by the University*, based on the race and gender/sex group most underutilized in the occupational category, position classification or job title under consideration or for the race and sex group with the highest availability base, as the University elects.

Section H

Element No. 8

UTILIZATION ANALYSIS & HIRING & PROMOTION GOALS

Sec. 46a-68-85

(DATA WORKSHEET ATTACHMENTS)

Western Connecticut State University

UTILIZATION ANALYSIS

AGENCY: Western Connecticut State University

CATEGORY OR CLASS: Executive/Administrative

POSITION CLASSIFICATION (25+): All Titles

REPORTING DATE: 3/31/2021

LABOR MARKET AREA: STATEWIDE/NATIONAL

		GRAND TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE		BLACK		HISPANIC		AAIANHNPI*		
					MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	56.3%	43.8%	43.8%	31.3%	12.5%	0.0%	0.0%	12.5%	0.0%	0.0%	A
FINAL AVAILABILITY BASE %		100.0	45.6	54.4	37.6	42.0	3.5	6.2	2.5	3.9	1.9	2.4	B
WORKFORCE NUMBERS		16	9	7	7	5	2	0	0	2	0	0	C
WORKFORCE PARITY NUMBERS			7.3	8.7	6.0	6.7	0.6	1.0	0.4	0.6	0.3	0.4	D
NET UTILIZATION (+/-)			**1.7**	**-1.7**	**1.0**	**-1.7**	**1.4**	**-1.0**	**-0.4**	**1.4**	**-0.3**	**-0.4**	E
PREVIOUS UTILIZATION***			2.6	-2.6	2.1	-1.6	1.4	-0.9	-0.4	-0.5	0.0	0.0	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	5	1	4	0	2	0	1	1	1	0	0	G
	CURRENT PLAN HIRES	1	0	1	0	0	0	0	0	1	0	0	H
	CURRENT PLAN GOALS	5	1	4	0	2	0	1	1	0	0	1	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE: *Cumulative goal established for Hispanic Male

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVEF

REPORTING DATE: 3/31/2021

CATEGORY OR CLASS: EEO 2- FACULTY

LABOR MARKET AREA: STATEWIDE/NATIONAL

POSITION CLASSIFICATION (25+): PROFESSOR

		GRAND TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE		BLACK		HISPANIC		AAIANHNPI*		
					MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	55.2%	44.8%	42.2%	35.3%	2.6%	1.7%	3.4%	1.7%	6.9%	6.0%	A
WORKFORCE PARITY %		100.0	43.9	56.1	24.6	42.1	3.5	3.5	0.0	1.8	15.8	8.8	B
WORKFORCE NOS.		116	64	52	49	41	3	2	4	2	8	7	C
WORKFORCE PARITY NOS.			50.9	65.1	28.5	48.8	4.1	4.1	0.0	2.1	18.3	10.2	D
NET UTILIZATION (+/-)			**13.1**	**-13.1**	**20.5**	**-7.8**	**-1.1**	**-2.1**	**4.0**	**-0.1**	**-10.3**	**-3.2**	E
PREVIOUS UTILIZATION			**6.9**	**-7.0**	14.0	0.2	-3.7	-0.4	3.4	-0.1	-6.8	-6.7	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	G
	CURRENT PLAN HIRES	0	0	0	0	0	0	0	0	0	0	0	H
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	19	11	8	0	0	4	1	0	0	7	7	J
	CURRENT PLAN PROMOTIONS	2	2	0	1	0	1	0	0	0	0	0	K
	CURRENT PLAN GOALS	24	11	13	0	8	1	2	0	0	10	3	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE:

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

CATEGORY OR CLASS: Faculty

POSITION CLASSIFICATION (25+): Associate Professor

REPORTING DATE: 3/31/2021

LABOR MARKET AREA: Statewide/National

		GRAND TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE		BLACK		HISPANIC		AAIANHNPI*		
					MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	43.9%	56.1%	24.6%	42.1%	3.5%	3.5%	0.0%	1.8%	15.8%	0.0%	A
WORKFORCE PARITY %		100.0	46.2	53.8	38.5	40.4	0.0	1.9	1.9	7.7	5.8	3.8	B
WORKFORCE NOS.		57	25	32	14	24	2	2	0	1	9	5	C
WORKFORCE PARITY NOS.			26.3	30.7	21.9	23.0	0.0	1.1	1.1	4.4	3.3	2.2	D
NET UTILIZATION (+/-)			**-1.3**	**1.3**	**-7.9**	**1.0**	**2.0**	**0.9**	**-1.1**	**-3.4**	**5.7**	**2.8**	E
PREVIOUS UTILIZATION			1.2	-1.2	-4.9	-5.2	2.7	-0.2	-0.3	-2.1	3.7	6.3	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	G
	CURRENT PLAN HIRES	0	0	0	0	0	0	0	0	0	0	0	H
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	13	6	7	5	5	0	0	1	2	0	0	J
	CURRENT PLAN PROMOTIONS	7	1	6	0	4	0	2	0	0	1	0	K
	CURRENT PLAN GOALS	12	9	3	8	0	0	0	1	3	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE:

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

CATEGORY OR CLASS: EEO2 -FACULTY

POSITION CLASSIFICATION (25+): Assistant Professor

REPORTING DATE: 3/31/2021

LABOR MARKET AREA: STATEWIDE/NATIONAL

		GRAND TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE		BLACK		HISPANIC		AAIANHNPI*		
					MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	46.2%	53.8%	38.5%	40.4%	0.0%	1.9%	1.9%	7.7%	5.8%	3.8%	A
WORKFORCE PARITY %		100.1	43.7	56.4	33.8	41.8	3.4	5.6	2.9	5.0	3.6	4.0	B
WORKFORCE NOS.		52	24	28	20	21	0	1	1	4	3	2	C
WORKFORCE PARITY NOS.			22.7	29.3	17.6	21.7	1.8	2.9	1.5	2.6	1.9	2.1	D
NET UTILIZATION (+/-)			**1.3**	**-1.3**	**2.4**	**-0.7**	**-1.8**	**-1.9**	**-0.5**	**1.4**	**1.1**	**-0.1**	E
PREVIOUS UTILIZATION			0.0	0.0	1.1	3.2	-2.0	-1.5	-2.2	1.0	3.1	-2.7	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	9	4	5	0	0	2	2	2	0	0	3	G
	CURRENT PLAN HIRES	3	2	1	0	1	0	0	1	0	1	0	H
	CURRENT PLAN GOALS	6	3	3	0	1	2	2	1	0	0	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE:

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

CATEGORY OR CLASS: EEO2 -FACULTY

POSITION CLASSIFICATION (25+): Instructors

REPORTING DATE: 3/31/2021

LABOR MARKET AREA: STATEWIDE/NATIONAL

		GRAND TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE		BLACK		HISPANIC		AAIANHNPI*		
					MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	A
WORKFORCE PARITY %		100.1	47.1	53.0	37.3	39.1	2.8	5.1	3.5	4.8	3.3	4.1	B
WORKFORCE NOS.		3	0	3	0	3	0	0	0	0	0	0	C
WORKFORCE PARITY NOS.			1.4	1.6	1.1	1.2	0.1	0.2	0.1	0.1	0.1	0.1	D
NET UTILIZATION (+/-)			-1.4	1.4	-1.1	1.8	-0.1	-0.2	-0.1	-0.1	-0.1	-0.1	E
PREVIOUS UTILIZATION			-0.8	1.3	-1.0	1.0	0.1	0.2	0.1	0.1	0.1	0.1	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	1	1	0	1	0	0	0	0	0	0	0	G
	CURRENT PLAN HIRES	0	0	0	0	0	0	0	0	0	0	0	H
	CURRENT PLAN GOALS	2	1	1	1	0	0	1	0	0	0	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE: Cumulative goal estabhished for Black

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

REPORTING DATE: 3/31/2021

CATEGORY OR CLASS: EEO3 - PROFESSIONAL NON-FACULTY

LABOR MARKET AREA: STATEWIDE/NATIONAL

POSITION CLASSIFICATION (25+): ALL TITLES

		GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		
			MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	47.0%	53.0%	34.4%	43.0%	2.6%	1.3%	4.0%	5.3%	6.0%	3.3%	A
WORKFORCE PARITY %		100.0	43.7	56.3	33.3	41.1	3.4	5.8	3.7	5.2	3.5	4.0	B
WORKFORCE NOS.		151	71	80	52	65	4	2	6	8	9	5	C
WORKFORCE PARITY NOS.			66.0	85.0	50.3	62.1	5.1	8.8	5.6	7.9	5.3	6.0	D
NET UTILIZATION (+/-)			**5.0**	**-5.0**	**1.7**	**2.9**	**-1.1**	**-6.8**	**0.4**	**0.1**	**3.7**	**-1.0**	E
PREVIOUS UTILIZATION			10.7	-10.8	6.1	-5.8	-0.9	-7.6	2.6	3.3	2.9	-0.7	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	16	1	15	0	6	1	8	0	0	0	1	G
	CURRENT PLAN HIRES	2	1	1	0	0	0	0	1	1	0	0	H
	CURRENT PLAN GOALS	9	1	8	0	0	1	7	0	0	0	1	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE:

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

REPORTING DATE: 3/31/2021

CATEGORY OR CLASS: Secretarial-Clerical

LABOR MARKET AREA: Fairfield County

POSITION CLASSIFICATION (25+): All Titles

		GRAND TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE		BLACK		HISPANIC		AAIANHNPI*		
					MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	1.9%	98.1%	1.9%	67.3%	0.0%	21.2%	0.0%	7.7%	0.0%	1.9%	A
WORKFORCE PARITY %		100.0	23.6	76.4	12.4	50.8	6.0	12.0	4.2	11.5	1.0	2.0	B
WORKFORCE NOS.		52	1	51	1	35	0	11	0	4	0	1	C
WORKFORCE PARITY NOS.			12.3	39.7	6.4	26.4	3.1	6.2	2.2	6.0	0.5	1.0	D
NET UTILIZATION (+/-)			**-11.3**	**11.3**	**-5.4**	**8.6**	**-3.1**	**4.8**	**-2.2**	**-2.0**	**-0.5**	**0.0**	E
PREVIOUS UTILIZATION			-5.3	5.4	-3.4	0.2	-1.0	3.8	-0.6	1.1	-0.3	0.3	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	5	5	0	3	0	1	0	1	0	0	0	G
	CURRENT PLAN HIRES	2	0	2	0	2	0	0	0	0	0	0	H
	CURRENT PLAN GOALS	13	11	2	5	0	3	0	2	2	1	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE: 1BM
Collective Goal

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

REPORTING DATE: 3/31/2021

CATEGORY OR CLASS: Technical/Paraprofesional

LABOR MARKET AREA: Fairfield County

POSITION CLASSIFICATION (25+): All Titles

		GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		
			MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	25.0%	75.0%	25.0%	50.0%	0.0%	25.0%	0.0%	0.0%	0.0%	0.0%	A
WORKFORCE PARITY %		100.0	30.7	69.3	22.1	48.8	3.2	9.9	2.8	7.3	2.6	3.1	B
WORKFORCE NOS.		8	2	6	2	4	0	2	0	0	0	0	C
WORKFORCE PARITY NOS.			2.5	5.5	1.8	3.9	0.3	0.8	0.2	0.6	0.2	0.2	D
NET UTILIZATION (+/-)			**-0.5**	**0.5**	**0.2**	**0.1**	**-0.3**	**1.2**	**-0.2**	**-0.6**	**-0.2**	**-0.2**	E
PREVIOUS UTILIZATION			-0.1	0.3	0.6	1.2	-0.4	0.3	-0.2	-1.0	-0.1	-0.2	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	2	1	1	0	0	1	0	0	1	0	0	G
	CURRENT PLAN HIRES	0	0	0	0	0	0	0	0	0	0	0	H
	CURRENT PLAN GOALS	2	1	1	0	0	1	0	0	1	0	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE: In previous utilization, cumulative goals were established for Black Male and Hispanic Female; and both cumulative goals were re-established for current plan goals

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

REPORTING DATE: 3/31/2021

CATEGORY OR CLASS: Skilled Craft Workers

LABOR MARKET AREA: Statewide/National

POSITION CLASSIFICATION (25+): All Titles

		GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		
			MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	92.3%	7.7%	76.9%	7.7%	3.8%	0.0%	0.0%	0.0%	11.5%	0.0%	A
WORKFORCE PARITY %		100.0	97.0	3.0	66.2	1.7	7.4	0.4	19.9	0.8	3.5	0.2	B
WORKFORCE NOS.		26	24	2	20	2	1	0	0	0	3	0	C
WORKFORCE PARITY NOS.			25.2	0.8	17.2	0.4	1.9	0.1	5.2	0.2	0.9	0.1	D
NET UTILIZATION (+/-)			-1.2	1.2	2.8	1.6	-0.9	-0.1	-5.2	-0.2	2.1	-0.1	E
PREVIOUS UTILIZATION			-0.5	0.4	4.2	0.7	-1.1	-0.1	-5.5	-0.2	1.9	0.0	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	6	6	0	0	0	1	0	5	0	0	0	G
	CURRENT PLAN HIRES	0	0	0	0	0	0	0	0	0	0	0	H
	CURRENT PLAN GOALS	6	6	0	0	0	1	0	5	0	0	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE:

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

REPORTING DATE: 3/31/2021

CATEGORY OR CLASS: Service Maintenance

LABOR MARKET AREA: Statewide/National

POSITION CLASSIFICATION (25+): All Titles, except Custodians

		GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		
			MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	80.0%	20.0%	66.7%	13.3%	0.0%	0.0%	13.3%	6.7%	0.0%	0.0%	A
WORKFORCE PARITY %		100.0	82.4	17.6	51.3	5.9	6.9	4.7	22.8	6.7	1.4	0.3	B
WORKFORCE NOS.		15	12	3	10	2	0	0	2	1	0	0	C
WORKFORCE PARITY NOS.			12.4	2.6	7.7	0.9	1.0	0.7	3.4	1.0	0.2	0.0	D
NET UTILIZATION (+/-)			-0.4	0.4	2.3	1.1	-1.0	-0.7	-1.4	0.0	-0.2	0.0	E
PREVIOUS UTILIZATION			0.8	-0.8	3.3	1.9	-1.3	-1.7	-3.5	-1.1	2.3	0.1	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	8	5	3	0	0	1	2	4	1	0	0	G
	CURRENT PLAN HIRES	3	2	1	1	0	1	0	0	1	0	0	H
	CURRENT PLAN GOALS	3	2	1	0	0	1	1	1	0	0	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE: AAIANHNPI Male Collective Goal Established

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

REPORTING DATE: 3/31/2021

CATEGORY OR CLASS: Service Maintenance

LABOR MARKET AREA: Statewide/National

POSITION CLASSIFICATION (25+): Custodians

		GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		
			MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	80.0%	20.0%	26.7%	8.9%	13.3%	2.2%	24.4%	6.7%	15.6%	2.2%	A
WORKFORCE PARITY %		100.0	79.3	20.7	42.2	7.9	11.4	2.6	23.2	9.7	2.5	0.5	B
WORKFORCE NOS.		45	36	9	12	4	6	1	11	3	7	1	C
WORKFORCE PARITY NOS.			35.7	9.3	19.0	3.6	5.1	1.2	10.4	4.4	1.1	0.2	D
NET UTILIZATION (+/-)			0.3	-0.3	-7.0	0.4	0.9	-0.2	0.6	-1.4	5.9	0.8	E
PREVIOUS UTILIZATION			-0.3	0.1	-3.7	2.5	-0.2	-0.6	-2.0	-2.5	5.6	0.7	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	10	6	4	4	0	0	1	2	3	0	0	G
	CURRENT PLAN HIRES	0	0	0	0	0	0	0	0	0	0	0	H
	CURRENT PLAN GOALS	8	7	1	7	0	0	0	0	1	0	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE:

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

UTILIZATION ANALYSIS

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

REPORTING DATE: 3/31/2021

CATEGORY OR CLASS: Protective Services

LABOR MARKET AREA: Fairfield County

POSITION CLASSIFICATION (25+): All Titles

		GRAND TOTAL	WHITE		WHITE		BLACK		HISPANIC		AAIANHNPI*		
			MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %		100.0%	84.2%	15.8%	63.2%	5.3%	10.5%	5.3%	5.3%	5.3%	5.3%	0.0%	A
WORKFORCE PARITY %		100.0	81.8	18.2	56.9	6.9	13.2	7.0	10.8	4.0	1.0	0.4	B
WORKFORCE NOS.		19	16	3	12	1	2	1	1	1	1	0	C
WORKFORCE PARITY NOS.			15.5	3.5	10.8	1.3	2.5	1.3	2.1	0.8	0.2	0.1	D
NET UTILIZATION (+/-)			**0.5**	**-0.5**	**1.2**	**-0.3**	**-0.5**	**-0.3**	**-1.1**	**0.2**	**0.8**	**-0.1**	E
PREVIOUS UTILIZATION			-1.2	1.2	-0.9	0.1	0.0	0.4	-1.1	0.7	0.8	0.0	F
*** Enter line E from previous filing													
HIRING GOALS	PREVIOUS PLAN GOALS	2	2	0	1	0	0	0	1	0	0	0	G
	CURRENT PLAN HIRES	0	0	0	0	0	0	0	0	0	0	0	H
	CURRENT PLAN GOALS	3	2	1	0	0	1	1	1	0	0	0	L
PROMOTIONAL GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	J
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	K
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	L
UPWARD/ CAREER MOBILITY GOALS	PREVIOUS PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	M
	CURRENT PLAN PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
	CURRENT PLAN GOALS	0	0	0	0	0	0	0	0	0	0	0	O

NOTE: Cumulative Goal established for Black Female

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

Section I

Element No. 9

EMPLOYMENT ANALYSES

Sec. 46a-68-86

Employment Analyses

Under Section 46a-68-86 of the Affirmative Action Regulations of Connecticut State Agencies, Western Connecticut State University ("WCSU" or "University") has undertaken a comprehensive review of the employment activity and process that perpetuate or build in barriers to equal employment.

The University has performed the following analyses:

(1) Employment Process Analysis

The University conducted a separate analysis named the Employment Process Analysis for any occupational category or position classification for which a separate availability base has been calculated and employment activity has occurred during the reporting period through hire, termination or other personnel activity.

The following statistical information/explanation has been analyzed:

(a) Promotions: This data line is utilized to reflect only those promotions which occur from one EEO category to another EEO category.
(b) Promotions Within: Promotions within each EEO category are listed at the end of each respective chart.
(c) Hires: This data line includes new hires from outside and transfers from other state agencies to the University.
(d) Transfers: Transfers within the University that are not promotions are recorded on this data line.
(e) Coding Correction: As a result of further analysis, positions may be re-coded into a more appropriate occupational category.

With this submission, the University discovered a number of employees were erroneously counted last year in CORE as Full time/Part Time. The corrections have been made and noted on their corresponding sheets.

(2) Applicant Flow Analysis

The University conducted a separate analysis on appointments to job titles shall be further analyzed. The applicant flow analysis shall track applicants through the hiring or promotional process to identify the step at which they were no longer candidates for employment. Information shall be provided as required for reductions in workforce. This analysis tracks applicants through the hiring or promotional process to determine the point at which they are no longer candidates for employment in the following categories:

(a) Intra-Agency: includes all applicants who came from within the University;
(b) Outside Agency: includes all applicants from other State agencies and Universities; and

(c) Other Applicants: includes all other applicants that were neither from the University or State of Connecticut employees.

Since the University conducts national and regional searches for many of its administrative positions and faculty positions, the "Other Applicants" category contains the majority of the applicants.

(3) Personnel Evaluation Analysis

The University has provided information by occupational category on all matters involving personnel evaluations, discipline or other reductions in the workforce. All personnel evaluations, discipline or other reductions in the workforce which were calculated during this reporting period are recorded on this form.

Section I

Element No. 9

EMPLOYMENT ANALYSES

Sec. 46a-68-86

(Employment Process Analysis)

Western Connecticut State University

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Executive/Administrative **DATE:** 3/31/2021

POSITION OR POSITION CLASSIFICATION: All Titles

LABOR MARKET AREA: Statewide/National

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	16	9	7	7	5	2	0	0	2	0	0
Workforce Number Prior Filing	16	10	6	8	5	2	0	0	1	0	0
Net Change(+or-)	0	-1	1	-1	0	0	0	0	1	0	0
HIRES (incl. Pt to Ft)	1	0	1	0	0	0	0	0	1	0	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER INTO	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	1	0	1	0	0	0	0	0	1	0	0
TERMINATION	0	0	0	0	0	0	0	0	0	0	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS	1	1	0	1	0	0	0	0	0	0	0
VOLUNTARY DEMOTION	0	0	0	0	0	0	0	0	0	0	0
ADJUSTMENT - Coding Corrections	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	1	1	0	1	0	0	0	0	0	0	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: EEO 2- FACULTY **DATE:** 3/31/2021

POSITION OR POSITION CLASSIFICATIO PROFESSOR

LABOR MARKET AREA: STATEWIDE/NATIONAL

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	116	64	52	49	41	3	2	4	2	8	7
Workforce Number Prior Filing	115	62	53	48	41	2	2	4	2	8	8
Net Change(+or-)	1	2	-1	1	0	1	0	0	0	0	-1
HIRES (incl. Pt to Ft)	0	0	0	0	0	0	0	0	0	0	0
PROMO INTO CATEGORY / CLASS	2	2	0	1	0	1	0	0	0	0	0
DEMOTION INTO	0	0	0	0	0	0	0	0	0	0	0
ADJUSTMENT - Coding Corrections	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	2	2	0	1	0	1	0	0	0	0	0
TERMINATION	0	0	0	0	0	0	0	0	0	0	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS	1	0	1	0	0	0	0	0	0	0	1
DECEASED	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	1	0	1	0	0	0	0	0	0	0	1
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Faculty **DATE:** 3/31/2021

POSITION OR POSITION CLASSIFICATIO Associate Professor

LABOR MARKET AREA: Statewide/National

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	57	25	32	14	24	2	2	0	1	9	5
Workforce Number Prior Filing	54	26	28	15	20	3	0	0	1	8	7
Net Change(+or-)	3	-1	4	-1	4	-1	2	0	0	1	-2
Hires (including PT to FT)	0	0	0	0	0	0	0	0	0	0	0
PROMO INTO CATEGORY / CLASS	7	1	6	0	4	0	2	0	0	1	0
TRANSFER INTO	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	7	1	6	0	4	0	2	0	0	1	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT	2	2	0	1	0	1	0	0	0	0	0
RESIGNATIONS	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS	2	0	2	0	0	0	0	0	0	0	2
DECEASED	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	4	2	2	1	0	1	0	0	0	0	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Faculty

DATE: March 31, 2021

POSITION OR POSITION CLASSIFICATION: Assistant Professor

LABOR MARKET AREA: Statewide/National

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	52	24	28	20	21	0	1	1	4	3	2
Workforce Number Prior Filing	65	28	37	23	30	0	1	0	4	5	2
Net Change(+or-)	-13	-4	-9	-3	-9	0	0	1	0	-2	0
Hires (including PT to FT)	3	2	1	0	1	0	0	1	0	1	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER INTO	0	0	0	0	0	0	0	0	0	0	0
SPECIAL APPOINTMENTS	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	3	2	1	0	1	0	0	1	0	1	0
TERMINATION/NON-RENEWAL	0	0	0	0	0	0	0	0	0	0	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	7	3	4	2	4	0	0	0	0	1	0
RETIREMENTS	9	3	6	1	6	0	0	0	0	2	0
DECEASED	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	16	6	10	3	10	0	0	0	0	3	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Faculty

DATE: March 31, 2021

POSITION OR POSITION CLASSIFICATION: Instructors

LABOR MARKET AREA: Statewide/National

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	3	0	3	0	3	0	0	0	0	0	0
Workforce Number Prior Filing	4	0	4	0	4	0	0	0	0	0	0
Net Change(+or-)	-1	0	-1	0	-1	0	0	0	0	0	0
Hires (including PT to FT)	0	0	0	0	0	0	0	0	0	0	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER INTO	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	0	0	0	0	0	0	0	0	0	0	0
TERMINATION/NON-RENEWAL	0	0	0	0	0	0	0	0	0	0	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	1	0	1	0	1	0	0	0	0	0	0
RETIREMENTS	0	0	0	0	0	0	0	0	0	0	0
DECEASED	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	1	0	1	0	1	0	0	0	0	0	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: EEO 3 - Professional Non-Faculty **DATE:** 3/31/2021

POSITION OR POSITION CLASSIFICATION: All Titles

LABOR MARKET AREA: Statewide/National

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	151	71	80	52	65	4	2	6	8	9	5
Workforce Number Prior Filing	158	76	82	57	66	4	2	6	9	9	5
Net Change(+or-)	-7	-5	-2	-5	-1	0	0	0	-1	0	0
HIRES (incl. Pt to Ft)	2	1	1	0	0	0	0	1	1	0	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER INTO FROM OTHER CATEGORY	0	0	0	0	0	0	0	0	0	0	0
POSITION RECLASSIFICATION	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	2	1	1	0	0	0	0	1	1	0	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	6	3	3	2	1	0	0	1	2	0	0
RETIREMENTS	3	3	0	3	0	0	0	0	0	0	0
TRANSFER OUT of AGENCY	0	0	0	0	0	0	0	0	0	0	0
TERMINATION	0	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	9	6	3	5	1	0	0	1	2	0	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

Note:

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Technical/Paraprofesional

DATE: 3/31/2021

POSITION OR POSITION CLASSIFICATIO All Titles

LABOR MARKET AREA: Fairfield County

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	8	2	6	2	4	0	2	0	0	0	0
Workforce Number Prior Filing	9	2	7	2	5	0	2	0	0	0	0
Net Change(+or-)	-1	0	-1	0	-1	0	0	0	0	0	0
HIRES (incl. Pt to Ft)	0	0	0	0	0	0	0	0	0	0	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER INTO	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	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
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	1	0	1	0	1	0	0	0	0	0	0
RETIREMENTS	0	0	0	0	0	0	0	0	0	0	0
ADJUSTMENT - Coding Corrections	0	0	0	0	0	0	0	0	0	0	0
MOVED INTO OTHER CATEGORY	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	1	0	1	0	1	0	0	0	0	0	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

WESTERN CONNECTICUT STATE UNIVERSITY
EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Secretarial-Clerical
POSITION OR POSITION CLASSIFICATION: All Titles
LABOR MARKET AREA: Fairfield County
DATE: 3/31/2021

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	52	1	51	1	35	0	11	0	4	0	1
Workforce Number Prior Filing	58	1	57	1	40	0	11	0	5	0	1
Net Change(+or-)	-6	0	-6	0	-5	0	0	0	-1	0	0
HIRES (incl. Pt to Ft)	2	0	2	0	2	0	0	0	0	0	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	2	0	2	0	2	0	0	0	0	0	0
RESIGNATIONS	2	0	2	0	2	0	0	0	0	0	0
PROMOTION OUT	0	0	0	0	0	0	0	0	0	0	0
FULL TIME to PART TIME	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS	6	0	6	0	5	0	0	0	1	0	0
TERMINATION	0	0	0	0	0	0	0	0	0	0	0
TRANSFER OUT Of AGENCY	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	8	0	8	0	7	0	0	0	1	0	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Skilled Craft Workers **DATE:** 3/31/2021

POSITION OR POSITION CLASSIFICATION: All Titles

LABOR MARKET AREA: Statewide/National

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	26	24	2	20	2	1	0	0	0	3	0
Workforce Number Prior Filing	26	24	2	20	2	1	0	0	0	3	0
Net Change(+or-)	0	0	0	0	0	0	0	0	0	0	0
HIRES (incl. Pt to Ft) per layoff	0	0	0	0	0	0	0	0	0	0	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER INTO	0	0	0	0	0	0	0	0	0	0	0
ADJUSTMENT - Coding Corrections	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	0	0	0	0	0	0	0	0	0	0	0
TERMINATION	0	0	0	0	0	0	0	0	0	0	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS	0	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT	0	0	0	0	0	0	0	0	0	0	0
TRANSFER OUT	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	0	0	0	0	0	0	0	0	0	0	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Service Maintenance **DATE:** 3/31/2021

POSITION OR POSITION CLASSIFICATION: All Titles, except Custodians

LABOR MARKET AREA: Statewide/National

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	15	12	3	10	2	0	0	2	1	0	0
Workforce Number Prior Filing	24	21	3	17	2	0	0	3	1	1	0
Net Change(+or-)	-9	-9	0	-7	0	0	0	-1	0	-1	0
HIRES (incl. Pt to Ft) per layoff	3	2	1	1	0	1	0	0	1	0	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER INTO	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	3	2	1	1	0	1	0	0	1	0	0
TERMINATION	0	0	0	0	0	0	0	0	0	0	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	8	7	1	4	0	1	0	1	1	1	0
RETIREMENTS	4	4	0	4	0	0	0	0	0	0	0
PROMOTION OUT	0	0	0	0	0	0	0	0	0	0	0
TRANSFER OUT	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	12	11	1	8	0	1	0	1	1	1	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Service Maintenance **DATE:** 3/31/2021

POSITION OR POSITION CLASSIFICATION: Custodians

LABOR MARKET AREA: Statewide/National

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	45	36	9	12	4	6	1	11	3	7	1
Workforce Number Prior Filing	51	40	11	16	6	6	1	11	3	7	1
Net Change(+or-)	-6	-4	-2	-4	-2	0	0	0	0	0	0
HIRES (incl. Pt to Ft) per layoff	0	0	0	0	0	0	0	0	0	0	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER INTO	0	0	0	0	0	0	0	0	0	0	0
ADJUSTMENT - Coding Corrections	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	0	0	0	0	0	0	0	0	0	0	0
TERMINATION	0	0	0	0	0	0	0	0	0	0	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	2	2	0	2	0	0	0	0	0	0	0
RETIREMENTS	4	2	2	2	2	0	0	0	0	0	0
PROMOTION OUT	0	0	0	0	0	0	0	0	0	0	0
TRANSFER OUT	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	6	4	2	4	2	0	0	0	0	0	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

WESTERN CONNECTICUT STATE UNIVERSITY

EMPLOYMENT PROCESS ANALYSIS

OCCUPATIONAL CATEGORY: Protective Services **DATE:** 3/31/2021

POSITION OR POSITION CLASSIFICATIO All Titles

LABOR MARKET AREA: Fairfield County

EMPLOYMENT PROCESS ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*	
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
Workforce Number Current Filing	19	16	3	12	1	2	1	1	1	1	0
Workforce Number Prior Filing	20	17	3	13	1	2	1	1	1	1	0
Net Change(+or-)	-1	-1	0	-1	0	0	0	0	0	0	0
HIRES (incl. Pt to Ft)	0	0	0	0	0	0	0	0	0	0	0
PROMO INTO CATEGORY / CLASS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER INTO	0	0	0	0	0	0	0	0	0	0	0
	0	0	0								
TOTAL INCREASES	0	0	0	0	0	0	0	0	0	0	0
FULL TIME TO PART TIME	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	1	1	0	1	0	0	0	0	0	0	0
RETIREMENTS	0	0	0	0	0	0	0	0	0	0	0
TRANSFER OUT	0	0	0	0	0	0	0	0	0	0	0
DECEASED	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	1	1	0	1	0	0	0	0	0	0	0
PROMOS WITHIN	0	0	0	0	0	0	0	0	0	0	0

NOTES:

Section I

Element No. 9

EMPLOYMENT ANALYSES

Sec. 46a-68-86

(Applicant Flow Analysis)

Western Connecticut State University
APPLICANT FLOW ANALYSIS - HIRES - Non-Examined

OCCUPATIONAL CATEGORY: Executive/Administrative

POSITION OR POSITION CLASSIFICATION: All Titles

LOCATION: Statewide/National

DATE: March 31, 2021

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		UNKOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNK	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	13	12	1	9	0	0	0	0	1	3	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	13	12	1	9	0	0	0	0	1	3	0	0	0	0	G
TOTAL REJECTED APPLICANTS	10	10	0	7	0	0	0	0	0	3	0	0	0	0	H
TOTAL QUALIFIED APPLICANTS	3	2	1	2	0	0	0	0	1	0	0	0	0	0	I
TOTAL INTERVIEWED	3	2	1	2	0	0	0	0	1	0	0	0	0	0	O
Not offered Position	2	2	0	2	0	0	0	0	0	0	0	0	0	0	P
Offered Position	1	0	1	0	0	0	0	0	1	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS	1	0	1	0	0	0	0	0	1	0	0	0	0	0	S

Notes: Unknown Applicant Calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

Western Connecticut State University

APPLICANT FLOW ANALYSIS - PROMOTIONS - Non-Examined

OCCUPATIONAL CATEGORY: Executive/Administrative

DATE: March 31, 2021

POSITION OR POSITION CLASSIFICATION: All Titles

LOCATION: Statewide/National

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		UNKOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	G
TOTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
TOTAL QUALIFIED APPLICANTS	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	I
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS*	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

Notes: Unknown Applicant Calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

APPLICANT FLOW ANALYSIS - PROMOTION - Non-examined

OCCUPATIONAL CATEGORY: EEO 2 - Faculty

POSITION OR POSITION CLASSIFICATION: Professor

LOCATION: Statewide/National

DATE: March 31, 2021

APPLICANT FLOW ANALYSIS	Grand Total	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN	
Intra-agency	2	2	0	1	0	1	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	2	2	0	1	0	1	0	0	0	0	0	0	0	0	G
TOTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
TOTAL QUALIFIED APPLICANTS	2	2	0	1	0	1	0	0	0	0	0	0	0	0	I
TOTAL TESTED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	J
TOTAL INTERVIEWED	2	2	0	1	0	1	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	2	2	0	1	0	1	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS	2	2	0	1	0	1	0	0	0	0	0	0	0	0	S

Notes:

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS - PROMOTIONS- Non-examined

OCCUPATIONAL CATEGORY: EEO 2 - Faculty

POSITION OR POSITION CLASSIFICATION: Associate Professor

LOCATION: Statewide/National

DATE: March 31, 2021

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN	
Intra-agency	7	1	6	0	4	0	2	0	0	1	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	**0**	**0**	**0**	**0**	**4**	**0**	**2**	**0**	**0**	**1**	**0**	**0**	**0**	**0**	G
TOTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
TOTAL QUALIFIED APPLICANTS	**0**	**0**	**0**	**0**	**4**	**0**	**2**	**0**	**0**	**1**	**0**	**0**	**0**	**0**	I
TOTAL INTERVIEWED	7	1	6	0	4	0	2	0	0	1	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	7	1	6	0	4	0	2	0	0	1	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS*	7	1	6	0	4	0	2	0	0	1	0	0	0	0	S

Notes: Unknown applicant calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

APPLICANT FLOW ANALYSIS - HIRES - Non-examined

DATE: March 31, 2021

OCCUPATIONAL CATEGORY: Faculty

POSITION OR POSITION CLASSIFICATION: Assistant Professor

LOCATION: Statewide/National

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		TWO or More		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKN	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	107	49	58	26	23	6	8	5	3	12	24	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	107	49	58	26	23	6	8	5	3	12	24	0	0	0	0	0	G
TOTAL REJECTED APPLICANTS	82	35	47	21	19	3	6	2	2	9	20	0	0	0	0	0	H
WTIHDRAWAL	2	0	2	0	0	0	0	0	0	0	2	0	0	0	0	0	L
TOTAL QUALIFIED APPLICANTS	23	14	9	5	4	3	2	3	1	3	2	0	0	0	0	0	I
TOTAL INTERVIEWED	23	14	9	5	4	3	2	3	1	3	2	0	0	0	0	0	O
Not offered Position	20	12	8	5	3	3	2	2	1	2	2	0	0	0	0	0	P
Offered Position	3	2	1	0	1	0	0	1	0	1	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS*	3	2	1	0	1	0	0	1	0	1	0	0	0	0	0	0	S

Notes: Unknown applicant calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

APPLICANT FLOW ANALYSIS - PROMOTIONS - Non-examined

DATE: March 31, 2021

OCCUPATIONAL CATEGORY: Faculty

POSITION OR POSITION CLASSIFICATION: Assistant Professor

LOCATION: Statewide/National

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		TWO or More		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKN	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	G
TOTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
WTIHDRAWAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	L
TOTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	I
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS*	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

Notes: Unknown applicant calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS - HIRES - Non-examined

OCCUPATIONAL CATEGORY: Faculty

POSITION OR POSITION CLASSIFICATION: Instructors

LOCATION: Statewide/National

DATE: March 31, 2021

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		TWO or More		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKN	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	G
TOTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
WTIHDRAWAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	L
TOTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	I
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS*	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

Notes: Unknown applicant calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

*AAIANHNPI = ASIAN, AMERICAN INDIAN, ALASKA NATIVE, HAWAIIAN NATIVE, PACIFIC ISLANDER

WESTERN CONNECTICUT STATE UNIVERSITY

APPLICANT FLOW ANALYSIS - HIRES - Non-Examined

CCUPATIONAL CATEGORY: EEO 3 - Professional Non Faculty

OSITION OR POSITION CLASSIFICATION: All Titles

OCATION: Statewide/National

DATE: March 31, 2021

PPLICANT FLOW ANALYSIS	Grand Total	Total Male	Total Female	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female	Two/More Male	Two/More female	Unknown Male	Unknown Female	Unknown Unknown	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	44	17	27	4	11	2	4	4	5	7	7	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
OTAL APPLICANTS	44	17	27	4	11	2	4	4	5	7	7	0	0	0	0	0	G
OTAL REJECTED APPLICANTS	35	11	24	3	11	0	4	3	3	5	6	0	0	0	0	0	H
/ITHDRAWALS	2	2	0	1	0	1	0	0	0	0	0	0	0	0	0	0	J
OTAL QUALIFIED APPLICANTS	7	4	3	0	0	1	0	1	2	2	1	0	0	0	0	0	I
OTAL INTERVIEWED	6	3	3	0	0	1	0	2	2	0	1	0	0	0	0	0	O
Not offered Position	4	2	2	0	0	1	0	1	1	0	1	0	0	0	0	0	P
Offered Position	2	1	1	0	0	0	0	1	1	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
OTAL ACCESSIONS	2	1	1	0	0	0	0	1	1	0	0	0	0	0	0	0	S

otes: Unknown Applicant Calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

WESTERN CONNECTICUT STATE UNIVERSITY

APPLICANT FLOW ANALYSIS - PROMOTIONS - Non-Examined

ICCUPATIONAL CATEGORY: EEO 3 - Professional Non Faculty

OSITION OR POSITION CLASSIFICATION: All Titles

OCATION: Statewide/National

DATE: #VALUE!

PPLICANT FLOW ANALYSIS	Grand Total	Total Male	Total Female	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female	Unknown Male	Unknown Female	Unknown Unknown	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants*	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
OTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	G
OTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
OTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	I
OTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
OTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

otes: Unknown Applicant Calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

WESTERN CONNECTICUT STATE UNIVERSITY

APPLICANT FLOW ANALYSIS - Hire - Examined

OCCUPATIONAL CATEGORY: Secretarial-Clerical

POSITION OR POSITION CLASSIFICATION: All Titles

LOCATION: Fairfield County

DATE: March 31, 2021

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		TWO or MORE		UNKNOWN		
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNK
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outside agency	388	31	277	5	113	2	45	5	35	9	14	0	0	10	70	80
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	388	31	277	5	113	2	45	5	35	9	14	0	0	10	70	80
TOTAL REJECTED APPLICANTS	369	30	259	5	103	2	42	4	31	9	13	0	0	10	70	80
TOTAL QUALIFIED APPLICANTS	19	1	18	0	10	0	3	1	4	0	1	0	0	0	0	0
WITHDREW	2	1	1	0	1	0	0	1	0	0	0	0	0	0	0	0
TOTAL INTERVIEWED	17	0	17	0	9	0	3	0	4	0	1	0	0	0	0	0
Not offered Position	15	0	15	0	7	0	3	0	4	0	1	0	0	0	0	0
Offered Position	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS*	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0

Notes: Unknown Applicant Calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS - Promotion Non-examined

)CCUPATIONAL CATEGORY: Secretarial-Clerical

'OSITION OR POSITION CLASSIFICATION: All Titles

OCATION: Fairfield County

DATE: March 31, 2021

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
OTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	G
OTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
OTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	I
OTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
OTAL ACCESSIONS*	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

otes: Unknown Applicant Calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS - HIRES

)CCUPATIONAL CATEGORY: Technical/Paraprofesional

DATE: March 31, 2021

'OSITION OR POSITION CLASSIFICATION: All Titles

.OCATION: Fairfield County

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	Male	Female	Unknown	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
'OTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	G
'OTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
/ITHDRAWAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
'OTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	I
'OTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
'OTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

Notes: Unknown Applicant Calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS - PROMOTIONS

)CCUPATIONAL CATEGORY: Technical/Paraprofesional

DATE: March 31, 2021

'OSITION OR POSITION CLASSIFICATION: All Titles

.OCATION: Fairfield County

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	Male	Female	Unknown	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
OTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	G
OTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
OTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	I
OTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
OTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

lotes: Unknown Applicant Calculations are factored separately into the grand total, total male and total female categories. Total male + total female + unknown/unknown = grand total.

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT POOL ANALYSIS - HIRES

OCCUPATIONAL CATEGORY: Skilled Craft Workers
POSITION OR POSITION CLASSIFICATION: All Titles
LOCATION: Statewide/National

DATE: March 31, 2021

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		TWO or MORE		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNK	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	G
TOTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
TOTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	I
WITHDREW	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	M
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

Notes: Unknown Applicant Calculations are factors separately into the Total Category, Total Male and Total Female categories. Total Male + Total Female + Unknown/Unknown = Grand Total

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT POOL ANALYSIS - HIRES

DATE: March 31, 2021

OCCUPATIONAL CATEGORY: Service Maintenance
POSITION OR POSITION CLASSIFICATION: All Titles, except Custodians
LOCATION: Statewide/National

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		TWO or MORE		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNK	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	71	67	4	41	0	5	0	5	3	16	1	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	**71**	**67**	**4**	**41**	**0**	**5**	**0**	**5**	**3**	**16**	**1**	**0**	**0**	**0**	**0**	**0**	G
TOTAL REJECTED APPLICANTS	51	49	2	31	0	4	0	3	1	11	1	0	0	0	0	0	H
TOTAL QUALIFIED APPLICANTS	**20**	**18**	**2**	**10**	**0**	**1**	**0**	**2**	**2**	**5**	**0**	**0**	**0**	**0**	**0**	**0**	I
WITHDREW	5	4	1	0	0	0	0	1	1	3	0	0	0	0	0	0	M
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N
TOTAL INTERVIEWED	15	14	1	10	0	1	0	1	1	2	0	0	0	0	0	0	O
Not offered Position	10	10	0	9	0	0	0	1	0	0	0	0	0	0	0	0	P
Offered Position	3	2	1	1	0	1	0	0	1	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS	3	2	1	1	0	1	0	0	1	0	0	0	0	0	0	0	S

Notes: Unknown Applicant Calculations are factors separately into the Total Category, Total Male and Total Female categories. Total Male + Total Female + Unknown/Unknown = Grand Total

WESTERN CONNECTICUT STATE UNIVERSITY

APPLICANT FLOW ANALYSIS - HIRES - NON-EXAMINED

OCCUPATIONAL CATEGORY: Service Maintenance

POSITION OR POSITION CLASSIFICATION: Custodians

LOCATION: Statewide/National

DATE: March 31, 2021

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		TWO or MORE		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNK	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
TOTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	G
TOTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
TOTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	I
WITHDREW	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	M
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
TOTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

Notes: Unknown Applicant Calculations are factors separately into the Total Category, Total Male and Total Female categories. Total Male + Total Female + Unknown/Unknown = Grand Total

WESTERN CONNECTICUT STATE UNIVERSITY
APPLICANT FLOW ANALYSIS (HIRES)

)CCUPATIONAL CATEGORY: Protective Services

'OSITION OR POSITION CLASSIFICATION: All Titles

.OCATION: Fairfield County

DATE: March 31, 2021

APPLICANT FLOW ANALYSIS	GRAND TOTAL	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNPI*		UNKNOWN			
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN	
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	A
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	B
Reemployment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	C
Cert. Employment List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	D
Transfer List	0	0	0	0	0	0	0	0	0	0	0	0	0	0	E
Other Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	F
'OTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	G
'OTAL REJECTED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	H
'OTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	I
'OTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	O
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	P
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Q
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0	R
'OTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	S

Notes:

Section I

Element No. 9

EMPLOYMENT ANALYSES

Sec. 46a-68-86

(Personnel Evaluation Analysis)

Western Connecticut
State University
Executive, Administrative
#42A3

31-Mar-21
Page 1

PERSONNEL EVALUATION ANALYSIS
Executive Administrative

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	IANHNPIM	AAIANHNPIF	
SERVICE RATINGS												A
Excellent	14	8	6	6	5	2			1			B
Very Good	1	1		1								C
Good												D
Satisfactory												E
Fair												F
Unsatisfactory												G
												H
REMANDS												I
												J
SUSPENSIONS												K
DEMOTIONS												L N
Within Occ. Category												M
Lower Occ. Category												O
												P
TRANSFERS												Q
Intra-agency												R
Outside Agency												S

Western Connecticut State University

Faculty

FORM #42A3

31-Mar-21

Page 1

PERSONNEL EVALUATION ANALYSIS

Faculty

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	IANHNPIM	AAIANHNPIF	
SERVICE RATINGS												A
Excellent												B
Very Good												C
Good												D
Satisfactory	19	9	10	8	7					1	3	E
Fair												F
Unsatisfactory	1	1		1								G
												H
REPRIMANDS												I
												J
SUSPENSIONS												K
DEMOTIONS												L N
Within Occ. Category												M
Lower Occ. Category												O
												P
TRANSFERS												Q
Intra-agency												R
Outside Agency												S

Western Connecticut State University
Professional Non-Faculty
FORM #42A3

31-Mar-21
Page 1

PERSONNEL EVALUATION ANALYSIS
Professional Non-Faculty

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	AIANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	29	14	15	10	13			2	2	1	1
Very Good											
Good	13	2	10	1	6	1	1		1		
Satisfactory	1	1		1							
Fair											
Unsatisfactory											
REPRIMANDS											
SUSPENSIONS											
DEMOTIONS											
Within Occ. Category											
Lower Occ. Category											
TRANSFERS											
Intra-agency											
Outside Agency	1		1		1						

Western Connecticut State University

Clerical

FORM #42A3

31-Mar-21

Page 1

PERSONNEL EVALUATION ANALYSIS

Clerical

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	AIANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	30		30		23		6		1		
Very Good	15	1	14	1	7		3		3		1
Good	2		2		1		1				
Satisfactory											
Fair											
Unsatisfactory											
REPRIMANDS											
SUSPENSIONS											
DEMOTIONS											
Within Occ. Category											
Lower Occ. Category											
TRANSFERS											
Intra-agency											
Outside Agency	2		2		2						

Western Connecticut State University
Technical & Paraprofessional
FORM #42A3

31-Mar-21
Page 1

PERSONNEL EVALUATION ANALYSIS
Technical and Paraprofessional

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	IANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	5		5		4		2				
Very Good											
Good											
Satisfactory	1		1		1						
Fair											
Unsatisfactory											
REPRIMANDS											
SUSPENSIONS											
DEMOTIONS											
Within Occ. Category											
Lower Occ. Category											
TRANSFERS											
Intra-agency											
Outside Agency											

Western Connecticut State University

Skilled Craft

FORM #42A3

31-Mar-21

Page 1

PERSONNEL EVALUATION ANALYSIS
Skilled Craft

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	AIANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	3	3		3							
Very Good											
Good	17	16	1	13	1	1				3	
Satisfactory											
Fair											
Unsatisfactory											
REPRIMANDS	2	2		2							
SUSPENSIONS											
DEMOTIONS											
Within Occ. Category											
Lower Occ. Category											
TRANSFERS											
Intra-agency											
Outside Agency											

Western Connecticut State University

Maintenance

FORM #42A3

31-Mar-21

PERSONNEL EVALUATION ANALYSIS

Maintenance

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	IANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	41	28	13	14	6	2	1	7	5	4	1
Very Good											
Good	18	15	1	9		3		4	1	1	
Satisfactory	3	3						2		1	
Fair											
Unsatisfactory											
REPRIMANDS	1	1						1			
SUSPENSIONS											
DEMOTIONS											
Within Occ. Category											
Lower Occ. Category											
TRANSFERS											
Intra-agency											
Outside Agency	1	1		1							

Western Connecticut State University
Protective Services
FORM #42A3

31-Mar-21
Page 1

PERSONNEL EVALUATION ANALYSIS
Protective Services

PERSONNEL EVALUATION ANALYSIS	GT	TM	TF	WM	WF	BM	BF	HM	HF	ANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	10	9	1	7		1	1	1			
Very Good											
Good	6	5	1	4	1					1	
Satisfactory											
Fair											
Unsatisfactory											
REPRIMANDS											
SUSPENSIONS											
DEMOTIONS											
Within Occ. Category											
Lower Occ. Category											
TRANSFERS											
Intra-agency											
Outside Agency											

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 Office (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 applicant 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 applicant (minority) publications 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 use are consistent across the state. However, the cost of living differs greatly from Fairfield County to Willimantic County. It is difficult to find satisfactory solutions within the boundaries of the State. We are able to offer some relocation assistance to Management/Confidential and instructional faculty from underrepresented minority groups but that does not counteract the day-to day demands.

Faculty

Job requirements for faculty members are usually demanding. The applicants must possess doctorates or have all requirements for their doctorates completed except for their dissertations ("All but Dissertation" status) or other terminal degrees in order to meet accreditation standards for the School and/or discipline.

Search committees seek applicants who meet not only the minimum qualifications but also the preferred qualifications. The quality of the applicants' credentials significantly impacts the selection of the final candidates. Setting high levels of educational and experiential qualifications may limit the number of applicants who are members of underutilized groups. Competition to recruit minority candidates is intense. Collective bargaining salary caps, high course loads, and limited research funds all impact the University's ability to recruit. However, the University has considered candidates who have not yet obtained their terminal degree, contingent upon receiving the appropriate degree by the time appointment has been offered. Department members who attend professional conferences and workshops are also encouraged to conduct interest discussions with potential candidates.

Professional/Non-Faculty

The Professional/Non-Faculty category consists of administrative faculty members who support all aspects of the University in divisions such as Student Affairs, Finance and Administration, Academic Affairs, and University Computing.

The job qualifications for each administrative faculty position are set out in a job description reviewed by the State University Organization of Administrative Faculty (SUOAF/AFSCME) union and management. All positions require a minimum of a Bachelor's degree, with many positions requiring a Master's degree and several years of relevant administrative experience.

The recruitment and selection process mandated by the SUOAF/AFSCME collective bargaining agreement requires that any vacancy or promotional opportunity must be posted internally so that bargaining unit members of the Connecticut State University System are afforded the opportunity to apply for the opportunity before external recruitment can be initiated. The bargaining unit member must communicate their interest to Human Resources within ten (10) working days of the vacancy notification. This process facilitates upward mobility but can result in a limited pool of candidates.

Or (or around) November 2017, the Department of Administrative Services for the State of Connecticut implemented the use of JobAps, the new applicant recruitment system to improve the State's hiring process with classified positions. 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 ("WCSU" or "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 Western Connecticut State University ("WCSU" or "University"). Members from the Human Resources Department provides all new employees the New CSCU web-based training portal, employee guide to employment related university policies, the employee benefits handbook, as well as a copy of one or more of the appropriate Collective Bargaining Agreement, as it is applicable. Hiring Managers/Supervisors provide new employees with a separate departmental/divisional/office orientation to the work location, department/divisional staff and other areas. All pertinent Affirmative Action/EEO policies are regularly provided to new and continuing employees through the University's Human Resources Department/Office of Diversity and Equity website, 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 Connecticut State Colleges and Universities ("CSCU") Personnel

Policies. Fair and equitable treatment is the objective of the grievance procedures. The Office of Diversity & Equity and Human Resources staff work closely to accomplish these objectives. Additionally, all employees are provided with a copy of the University's Discrimination Complaint Procedures. These documents are also available in the Office of Diversity & Equity and are also been posted on the website at 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 under Section III re: Evaluation Forms on the Human Resources Department website at http://www.wcsu.edu/hr/forms/WCSU_HRForms.asp.

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 reasons employees are ending their employment with the University. During the reporting period, there were ***no*** exit interview conferences with separating employees regarding the reason(s) why an employee was separating from employment and if the action was due to discriminatory treatment.

During this reporting period, the primary reason(s) given by many employees were the uncertainty of economic/personal conditions in the State, promotional opportunities elsewhere and/and changes to State retiree benefits. The University will continue its exit interview practice in order to assure that disparities do not exist in this area.

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 as evaluated.

(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 persons including those of [illegible] 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

Benefits Information
May be found on the
WCSU Human Resources web site at
[illegible]

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					

[illegible] or school offices held other activities any scholarships awards et

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 interviews 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/ucrreport .
or may be requested from the
Western Connecticut State University's
Police Department - 203-838-9304.

WESTERN CONNECTICUT STATE UNIVERSITY

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) _____

[illegible] of all members of the campus community of Western Connecticut State University. [illegible] Campus Security Policy and Crime Statistics Act. [illegible] Office at [illegible] or [illegible] Department [illegible]

Office of Diversity and Equity (ODE) (https://www.wcsu.edu/diversity/)

Mission (https://www.wcsu.edu/diversity/miss

Welcome Message from the Chief Diversity Officer (https://www.wcsu.edu/diversity/welcome-message/)

University Approved Affirmative Action Plans (https://www.wcsu.edu/diversity/wcsu-university-approved-affirmative-action-plans/)

Americans With Disabilities Act (ADA) University Statement (https://www.wcsu.edu/diversity/americans-with-disabilities-act-ada-university-statement/)

Committee(s) and/or Working Group(s) (https://www.wcsu.edu/diversity/committees/)

University Minority Recruitment and Retention Resources (https://www.wcsu.edu/diversity/minority-recruitment-and-retention-resources/)

Diversity Programming and Training(s) (https://www.wcsu.edu/diversity/cultural-programming-and-training/)

University Resources (https://www.wcsu.edu/diversity/resources/)

Information

AFFIRMATIVE ACTION DATA QUESTIONNAIRE

WESTERN CONNECTICUT STATE UNIVERSITY

Office of Diversity & Equity

In an effort to comply with State and Federal requirements, we are requesting that you take a moment to complete this questionnaire. Disclosure of the information is voluntary and will not affect your opportunity for employment, or terms or conditions of employment. The information provided will be used for State and Federal required workforce reporting purposes only and maintained in a confidential manner separate 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)

Not Anymore/Title IX Online Training Portal (https://www.wcsu.edu/title-ix-online-training-portal/)

Information about filing a discrimination complaint (https://www.wcsu.edu/diversity/employee-referral-information-complaints/)

Healing from Community Trauma Resources and Information (https://www.wcsu.edu/diversity/healing-from-community-trauma-resources-and-information-draft/)

LGBTQ+ On and Off Campus Resources (https://www.wcsu.edu/diversity/lgbtq-on-and-off-campus-resources/)

Search Procedures (https://www.wcsu.edu/diversity/search-procedures/)

What is Title IX and CARRT? (https://www.wcsu.edu/diversity/what-is-title-ix-and-carrt/)

Campus Response & Resource Team (https://www.wcsu.edu/diversity/carrt/)

Undocumented Student Support Services (https://www.wcsu.edu/undocumented/)

University Policies and Procedures (https://www.wcsu.edu/diversity/policies-procedures/)

University Transgender Guidance (https://www.wcsu.edu/diversity/workplace-transgender-guidance/)

Contact University (https://www.wcsu.edu/diversity/contact-university/)

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 online at https://www.wcsu.edu/police/ (https://www.wcsu.edu/police/) or may be requested from the Western Connecticut State University's Police Department (203-838-9304)

(http://www.twitter.com/westconn)

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: [illegible]
- ☐ 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 [illegible]
  - 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:

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Office of Diversity and Equity (https://www.wcsu.edu/diversity)

Office of Diversity and Equity (ODE) (https://www.wcsu.edu/diversity/)

Mission (https://www.wcsu.edu/diversity/mission/)

Welcome Message from the Chief Diversity Officer (https://www.wcsu.edu/diversity/welcome-message/)

University Affirmative Action Plans (approved) (https://www.wcsu.edu/diversity/wcsu-approved-affirmative-action-plans/)

Americans With Disabilities Act (ADA) University Statement (https://www.wcsu.edu/diversity/americans-with-disabilities-act-ada-university-statement/)

Committee(s) and/or Working Group(s) (https://www.wcsu.edu/diversity/committees/)

University Minority Recruitment and Retention Resources (https://www.wcsu.edu/diversity/minority-recruitment-and-retention-resources/)

Diversity Programming and Training(s) (https://www.wcsu.edu/diversity/diversity-programming-and-training/)

University Resources (https://www.wcsu.edu/diversity/resources/)

Information

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
- Personal
- Return to School
- Relocation
- Military
- Job Advancement
- Benefits
- Job Eliminated/Termination
- Retirement
- Academic/Work Climate
- Other (please explain below)

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.					
Satisfaction and Enjoyment in your current position.					
Working relationship with fellow employees.					
Cooperation among different departments.					
Opportunity for advancement and promotion.					
Appreciation and recognition for achievements.					
Overall workload for position.					

4. Please rate the following regarding management:

	Excellent	Above Average	Average	Below Average	Very Poor

Not Anymore/Title IX Online Training Portal (https://www.wcsu.edu/diversity/not-anymore-title-ix-online-training-portal/)

Information about filing a discrimination complaint (https://www.wcsu.edu/diversity/discrimination-complaints/)

Healing from Community Trauma: Resources and Information (https://www.wcsu.edu/diversity/healing-from-community-trauma-resources-and-information-draft/)

LGBTQ+ On and Off Campus Resources (https://www.wcsu.edu/diversity/lgbtq-on-and-off-campus-resources/)

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Campus Response & Resource Team (https://www.wcsu.edu/diversity/carrt/)

Undocumented Student Support Services (https://www.wcsu.edu/diversity/undocumented/)

University Policies and Procedures (https://www.wcsu.edu/diversity/policies-procedures/)

University Transgender Guidance (https://www.wcsu.edu/diversity/workplace-transgender-guidance/)

Contact Us (https://www.wcsu.edu/diversity/contact-us/)

values feedback and suggestions.

Adequately handles complaints and grievances.

Administers policies and practices in a consistent manner.

Encourages a cooperative atmosphere.

5. Did you encounter any problems in your current position?

Yes

No

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:

6. Do you have any suggestions for improving WCSU? (Optional)

7. Was the Office of Human Resources helpful during your employment? (Optional)

Yes

No

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 (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/itt/elearning/)

Contact us

Western Connecticut State University
181 White Street
Danbury, CT 06810

203-837-9000

Contact the University (https://wcsu.edu/contact/)

(http://www.twitter.com/westconn)

(http://www.facebook.com/westconn)

(http://www.youtube.com/westernctstate)

(https://www.linkedin.com/edu/western-connecticut-state-university-18041)

(https://plus.google.com/+westconn)

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 2021 Affirmative Action reporting period, the University will implement and/or execute one (1) newly listed *program goal* to report on for the next reporting period:

(1) The Office of Diversity and Equity ("ODE") with the assistance of the Division of Academic Affairs and various university constituent/union groups, will develop and implement, by or before December 31, 2022, employee/faculty mentorship tools and resources, to assist managers and supervisors with tracking career counseling efforts toward upward mobility.

During the 2020-2021 Affirmative Action reporting period, the University implemented and/or executed 100% the following **below three (3) listed program goals**:

(1) On April 15, 2021, the Office of Diversity and Equity ("ODE") developed and implemented the university's Pride LGBTQ Office. The Chief Diversity Officer will oversee the operation and management of the new university office to better assess and identify any issues of discrimination and/or disparate treatment within the university.

(2) On April 23, 2021, the Office of Diversity and Equity ("ODE") appointed the Deputy Title IX/Pride LGBTQ Coordinator for the university's Pride LGBTQ Office. The Chief Diversity Officer will supervise of the new appointee to better assess and identify any issues of discrimination and/or disparate treatment within the university.

(3) From January 1, 2021 to June 30, 2021, the Office of Diversity and Equity ("ODE") has entered into a partnership/recruitment initiative with the Hispanic Educational Technology Services ("HETS") through the Hispanic Association of Colleges and Universities ("HACU") to diversify our recruitment and professional development efforts in upcoming administrative and faculty searches and student-related technology services that are aimed at the diversification of our university student recruitment and workforce initiative(s). More information to follow on this potential collaboration/resource expansion.

(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

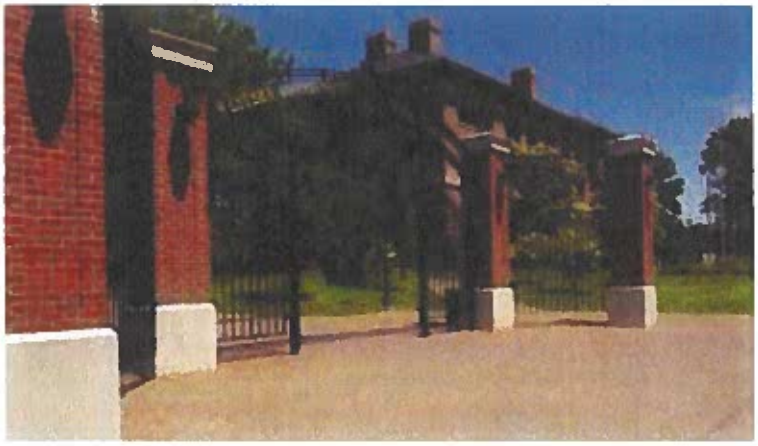
(ATTACHMENTS AND DOCUMENTATION)

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY AND EQUITY
UNIVERSITY HALL, ROOM 202/202B
Telephone: (203) 837-8444
Website: www.wcsu.edu/diversity
Email: ode@wcsu.edu

DIVERSE
INCLUSIVE
ACCEPTING
WELCOMING
SAFE SPACE
FOR EVERYONE

2020-2021
WCSU PRIDE CENTER
(DRAFT) IMPLEMENTATION PLAN



Created by the Office of Diversity and Equity ("ODE") in collaboration
with the Office of the President and the Division of Student Affairs
Draft Date: June 30, 2020

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY AND EQUITY
UNIVERSITY HALL, ROOM 202/202B
Telephone: (203) 837-8444
Website: www.wcsu.edu/diversity
Email: ode@wcsu.edu

ODE WORK PRODUCT

Western Connecticut State University ("WCSU" or "University") values and understands how a campus culture affects communication, inclusion and perception. Improving intercultural communication with members of the WCSU LGBTQ+ community became important from the recognized recommendations made by the WCSU Gender and Sexuality Alliance, a student-led association focused on supporting the LGBTQ+ students and allies of the WCSU community.

The Office of Diversity and Equity ("ODE") was created to support all WCSU departments and offices in developing and implementing a strategic framework(s) that builds diversity and inclusion in academic and work environments, to create respectful and inclusive environments and to incorporate ways to weave diversity, equity and inclusion practices and principles into policies, practices, performance expectations, programs and services. The below implementation overview will illustrate these core principles that the ODE will carry out in order to fully execute the implementation plan of the WCSU PRIDE Center.

WCSU PRIDE Center
Implementation Overview

The need to incorporate and understand cultural competence is to include all level of diversity in the campus culture. With the inception of first-ever WCSU PRIDE Center ("PRIDE Center"), ODE looks to establish a safe space for educational programming focused on gender identity, gender expression, and sexual orientation; to hone the contributions to and maintenance of a growing WCSU LGBTQ+ community; and advocating for equitable access of educational programs and services for WCSU LGBTQ+ students, faculty, and staff on our campuses.

The values of the PRIDE Center are to:

CONNECTION

Through an identified community space and programming, the PRIDE Center seeks to connect LGBTQ+ students and their allies together in community. All WCSU students are looking to make friends and meet new people based on common hobbies, majors, and social identities. While the PRIDE Center provides an intentional space for LGBTQ+ students, we are open to ALL students, faculty, and staff that seek to understand and support the LGBTQ+ community.

EDUCATION

None of us are born knowing everything about gender and sexuality. What we are taught growing up is often a reflection of the dominant culture we live in, and as a result, many people remain ignorant about the basic language and terminology about gender, sexuality, and the LGBTQ+ community. The PRIDE Center will seek to fill that gap in providng educational resources as well as to educate our WCSU community about these topics in

order to support our LGBTQ+ community more effectively and create a more inclusive campus environment for all. The proposed educational resources offered will be (both) focus group and confidential counseling, Ally-related and university-centered training sessions, online listing of (on and off campus) resources and event programming on both campuses.

EMPOWERMENT

"*Empowerment*" is defined as the process of becoming stronger and more confident, especially in controlling one's life and claiming one's rights. The college experience is a time of purposeful self-exploration and transition. At the PRIDE Center, encouragement initiatives will focus on empowering our students to be their most authentic selves on our campuses and beyond.

WCSU PRIDE Center
Implementation Outline and Timeline

OUTLINE

The Office of Diversity and Equity ("ODE") will collaborate with university collaborators/offices within the WCSU Division of Student Affairs as well as a prospective community organization collaboration [*with the Triangle Community Center*] to organize an action plan in the Fall 2020 semester (August 24, 2020 to December 7, 2020) to begin the process of executing the following:

1. *To establish a primary office location on the Midtown Campus, and if permitted, a satellite office space on the West Side Campus.*
2. *The creation of a job description to hire a WCSU Deputy Title IX Coordinator who will also serve as a Program Coordinator of the PRIDE Center.*
3. *To establish a collaborative MOU/contract with [the local organization] for advocacy assistance, focus group counseling sessions and university Ally training.*
4. *To create university-centered events to engage the university community on LGBTQ+ trends and issues.*
5. *To create a campaign of volunteerism, in-kind gift donation and fundraising efforts from our university community (and beyond) for continual ways to support the programming and administration of the PRIDE Center.*

WESTERN CONNECTICUT STATE UNIVERSITY

WCSU PRIDE Center Implementation Timeline

Initiation Date	Projected Date of Completion	Implementation Action	Action Steps	Collaborator(s)	Challenges
7/06/2020	7/20/2020	The creation of a job description to hire a WCSU Deputy Title IX Coordinator who will also serve as a Program Coordinator of the PRIDE Center	The role would also serve as a WCSU Deputy Title IX Coordinator to work under the supervision of the Chief Diversity Officer University Title IX Coordinator To establish a set of job duties that would serve as a primary liaison to operate and manage the PRIDE Center and support specific Title IX gender-related university committee work, projects and other initiatives in conjunction with the work of the University Title IX Coordinator	-Jesenia Minier Delgado -Fred Cratty	A thorough review of the job duties for position classification
8/17/2020	ongoing	Appointment/hire for a WCSU Deputy Title IX /Program Coordinator of the PRIDE Center	To identify whether WCSU will either appoint and or conduct a campus search for this new position for operational overview by ODE	-John Clark -Jesenia Minier Delgado -Fred Cratty	CSCU/WCSU OPE budget 2020-21 WCSU budget constraints
8/03/2020	10/02/2020	To establish a primary office location on the Midtown Campus (and determine if a satellite office space is needed on the West Side Campus)	Consistent meeting dates times to review available office space(s) Tour and survey office space(s) on Midtown and West Side Campuses Determine the most accessible office space as a WCSU PRIDE Center Determine if a satellite office is needed	-Keith Betts -Luigi Marcone -Jesenia Minier Delgado	Finding a location and satellite space that is easily accessible to all university members.

WESTERN CONNECTICUT STATE UNIVERSITY

WCSU PRIDE Center Implementation Timeline

Initiation Date	Projected Date of Completion	Implementation Action	Action Steps	Collaborator(s)	Challenges
8/03/2020	11/25/2020	To establish a collaborative MOU/contract with [Triangle Community Center] for advocacy assistance, focus group counseling sessions and university Ally training	Continue with scheduled meetings center visits in Norwalk to observe service delivery and collaborative relationship Drafting a CSCU memorandum of understanding (MOU) organization contract for center collaboration pertaining to university services and student employee Ally training	-Keith Betts -Daryle Dennis -Student/Faculty Representatives from the WCSU Gender & Sexuality Alliance -Jesenia Minier Delgado	A thorough review of the MOU/contract; designated staff for directed advocacy work
1/19/2021	ongoing	To create university-centered events to engage the university community on LGBTQ+ trends and issues	Collaboration with representatives of the WCSU Gender and Sexuality Alliance to create virtual and on-campus programming for the Spring 2021 semester Create an Ally supporter label for university inclusion as a safe space Planning a university campaign and open house event to welcome the university community on the new PRIDE Center and its offerings	-Student/Faculty Representatives from the WCSU Gender & Sexuality Alliance -Jesenia Minier Delgado	N/A

WESTERN CONNECTICUT STATE UNIVERSITY

WCSU PRIDE Center Implementation Timeline

Initiation Date	Projected Date of Completion	Implementation Action	Action Steps	Collaborator(s)	Challenges
1/19/2021	ongoing	To create a campaign of volunteerism, in-kind gift donation(s) and/or fundraising efforts from our university community (and beyond) for continual ways to support the programming and administration of the PRIDE Center	Collaboration with the representatives of the Gender and Sexuality Alliance and the Triangle Community Center to create virtual and on-campus promoted programming for the Spring 2021 semester and semesters beyond Create a peer support and or volunteer group, in collaboration with the Triangle Community Center, for general volunteerism service model for community event planning Create an action plan with the WCSU Office of Institutional Advancement to identify local organizations to support and create fundraising efforts Create a WCSU fundraising donation option for in-kind donation(s) & campaign to promote the programs & administration of the PRIDE Center Collaboration with the representatives of the Gender and Sexuality Alliance and the Triangle Community Center to create virtual LGBTQ+ resources to address current campus trends and issues	N/A	Generating local and regional awareness of donor support; Collaboration with the WCSU Office of Institutional Advancement on these initiatives

WCSU PRIDE Center Implementation Timeline

Initiation Date	*Projected Date of Completion*	*Implementation Action*	*Action Steps*	*Collaborator(s)*	*Challenges*
			Currently, ODE maintains a WCSU LGBTQ+ resource page at https://www.wcsu.edu/diversity/lgbtq-on-and-off-campus-resources/ The listed webpage will be transitioned to the PRIDE Center for continued management and further development		

Community Message from the Office of Diversity and Equity

Office of Diversity and Equity <ode@wcsu.edu>
Wed 10/28/2020 2:50 PM

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

From the Office of Diversity & Equity

To our WCSU Community,

Coming this Spring 2021 semester, the Office of Diversity and Equity will be launching the first ever PRIDE Center for our campuses. The purpose of the needs assessment survey stands as twofold: 1) to gather data about the needs and challenges of the LGBTQ+ community on our campuses and in the surrounding Danbury area and 2) to gauge on future initiatives, services and resources, event-planning and collaborative campus and external relationships with the PRIDE Center.

The Office of Diversity and Equity is committed to creating an inclusive community. By providing your feedback on the needs assessment survey, the PRIDE Center will be able to begin planning to provide services, resources and to better advocate on behalf of our campus and community constituents.

Please click here to access the survey. Your participation is *voluntary*. Completing the survey will take 5 to 10 minutes in duration. Your responses will be confidential, and we do not collect identifying information such as your name, email address or IP address. The survey will conclude on **Friday, November 20, 2020**. Please note that all data is stored in a password protected electronic format.

The results of this needs assessment will be compiled into a summary report and utilized by the Office of Diversity and Equity to be informed about what campus services and resources are needed for the PRIDE Center and to build a new baseline of understanding on the broad social and health needs for service delivery and campus advocacy.

Should you have any questions concerning the survey, please do not hesitate to contact the Office of Diversity and Equity either by email at ode@wcsu.edu or phone at (203) 837-8444.

Thank you and be safe and well.

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
https://www.wcsu.edu/diversity/

WESTERN CONNECTICUT STATE UNIVERSITY

Culture of Respect COLLECTIVE Institution

INSTITUTIONAL MEMBER of the STUDENT CONDUCT INSTITUTE

UNDOCUALLY
WESTERN CONNECTICUT STATE UNIVERSITY

Community Message from the Office of Diversity and Equity

Office of Diversity and Equity <ode@wcsu.edu>
Thu 11/12/2020 12:44 PM

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

From the Office of Diversity & Equity

REMINDER

To our WCSU Community,

Coming this Spring 2021 semester, the Office of Diversity and Equity will be launching the first ever PRIDE Center for our campuses. The purpose of the needs assessment survey stands as twofold: 1) to gather data about the needs and challenges of the LGBTQ+ community on our campuses and in the surrounding Danbury area and 2) to gauge on future initiatives, services and resources, event-planning and collaborative campus, and external relationships with the PRIDE Center.

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Office of Diversity & Equity

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WESTERN CONNECTICUT STATE UNIVERSITY

Culture of Respect COLLECTIVE Institution

INSTITUTIONAL MEMBER of the STUDENT CONDUCT INSTITUTE

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Announcement From the Office of Diversity and Equity: New Pride Center/Deputy Title IX Coordinator

Office of Diversity and Equity <ode@wcsu.edu>
Mon 4/26/2021 2:19 PM
To: users-aca <users-aca@wcsu.edu>; users-adm <users-adm@wcsu.edu>; users-stu <users-stu@wcsu.edu>

From the Office of Diversity & Equity

To all WCSU students, faculty, and staff,

I am pleased to announce that effective Friday, April 23, 2021, **Scott Towers** joined WCSU as the new Pride Center/Deputy Title IX Coordinator with the inaugural WCSU Pride Center and Office of Diversity and Equity.

Scott comes to us with over ten years of Student Affairs experience. Most recently, Scott served as the Residential Director of Quarantine and Isolation at the University of Hartford, in West Hartford Connecticut. Scott brings expertise in both student life, emergency and crisis intervention and developing student programming and event planning, relevant diversity-related resources, and services for various student communities. Scott has relevant experience with Title IX investigations, judicial and university policy practices that would be beneficial to his new role and in advisement to various university committees and constituent groups. Scott's office is located in the Pride Center on the Westside Campus in the Classroom Building, Room 200.

Please help us welcome Scott to Western.

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
https://www.wcsu.edu/diversity/

WESTERN CONNECTICUT STATE UNIVERSITY

transmitted may contain confidential information as protected by the Family Educational Rights and Privacy Act (FERPA). If you are not the intended recipient, you are hereby notified that any disclosure, copying, or distribution is strictly prohibited. Furthermore, if you are not the intended recipient, please notify me immediately by telephone or return email and completely delete this message from your system.

HETS

Hispanic Educational Technology Services

Services for Western Connecticut State University

Yubelkys Montalvo, Ed.D.
HETS Executive Director

Presentation Objectives

- Summary of HETS Services for faculty, administrators and students
- Invite you to join us & take full advantage of HETS services
- Share your feedback and ideas to info@hets.org

SOURCE: HISPANIC EDUCATIONAL TECHNOLOGY SERVICES

WHO WE ARE

HISPANIC EDUCATIONAL TECHNOLOGY SERVICES (HETS)

The first bilingual consortium dedicated to serving the higher education needs of the fast-growing Hispanic communities

HETS
Hispanic Educational Technology Services

OUR MEMBERS

42

Universities or College
located at

OUR MEMBERS

5

Corporate Partners and
Non-Profit Organizations:

ETS®

Bb Blackboard

inter•staff

pr

COBIMET

HETS

Who we serve?

Institutions with more than 28,000 faculty members full time.

In general, institutions with more than 25% of Hispanic population ("Hispanic Serving Institutions").

Members with significant increase in their Hispanicpopulations ("Emerging HSIs")

UTRGV ALBIZU UNIVERSITY ATENAS COLLEGE AU AMERICAN UNIVERSITY BRONX COMMUNITY COLLEGE BMCC

HETS Board of Directors

Major authority: presidents of all member institutions

HETS

Board of Directors Meeting

MEETS TWICE A YEAR TO GUIDE AND MONITOR THE ORGANIZATION

OUR MISSION

To promote, support, and increase the capabilities of member institutions in order to enhance Hispanic/Latino student success and opportunities in Higher Education.

OUR PORTAL

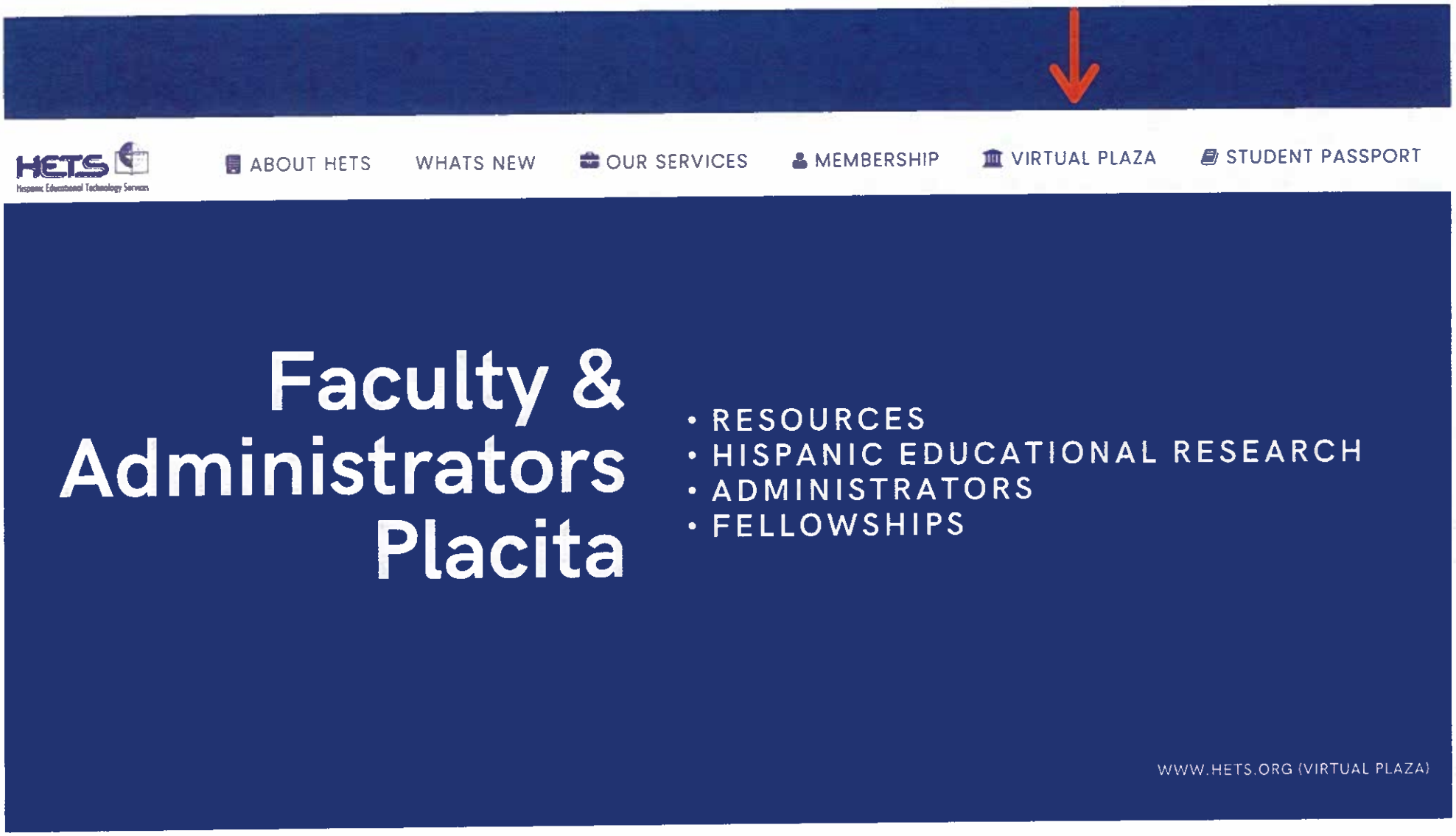
WWW.HETS.ORG

HETS
Hispanic Educational Technology Services

ABOUT HETS | WHATS NEW | OUR SERVICES | MEMBERSHIP | VIRTUAL PLAZA | STUDENT PASSPORT

THE VIRTUAL PLAZA

Our virtual center for academic and support resources for faculty, administrators and students


HETS
Hispanic Educational Technology Services
ABOUT HETS
WHATS NEW
OUR SERVICES
MEMBERSHIP
VIRTUAL PLAZA
STUDENT PASSPORT
Faculty & Administrators Placita
• RESOURCES
• HISPANIC EDUCATIONAL RESEARCH
• ADMINISTRATORS
• FELLOWSHIPS
WWW.HETS.ORG (VIRTUAL PLAZA)

Resources

A variety of tools, and links about teaching, technology and productivity in a higher education scenario to improve skills to better serve Hispanics students pursuing a degree

WWW.HETS.ORG (VIRTUAL PLAZA)

Additional Areas

Other sections at the Faculty and Administrator Placita are Hispanic Educational Research, an area for Administrators, and an area to learn about available Fellowships

WWW.HETS.ORG (VIRTUAL PLAZA)

Our Services

- PDEs
- Webinars
- HETS Online Journal
- Best Practices Showcase
- Academic Fair
- Regional Events

Workshop brochures available at:

WWW.HETS.ORG

A variety of workshops totally online in English and Spanish are designed to address different topics, such as, assessment, retention, student support, etc. All of them include continuing education credits, once the participant completes the workshops.

HETS PDE PROFESSIONAL DEVELOPMENT EVENTS

WWW.HETS.ORG

Workshops in English

You can download a **full catalog** with the English or Spanish **workshops descriptions** with an online registration services for your convenience.

New topics we are planning to **include soon** are:

- Enhancing Retention by Addressing Cultural and Social
- Diversity in Online Courses
- Enhancing Retention Through Constructivist Design
- Hybrid Learning: A Different Way of Teaching

WWW.HETS.ORG

Webinars


HETS
Hispanic Educational Technology Services
WEBINAR:
DIGITAL ~~TRANSFORMATION~~ EVOLUTION:
A PATH FOWARD FOR HIGHER ED IN A POST-COVID WORLD
DATE: THURSDAY, MARCH 25, 2021
TIME: 3:00-4:00 PM (EST/ PUERTO RICO TIME)
PLACE: BLACKBOARD COLLABORATE
REGISTER: HETS.ORG (ON NEXT EVENTS TAB)
¡REGISTER NOW, IT'S FREE OF CHARGE!
@HETSORG
Raechelle Clemmons
Vice President, Industry Relations & Corporate Strategy, The Tambellini Group
HETS
Hispanic Educational Technology Services
WEBINAR:
USING TECHNOLOGY TO BREAK DOWN
STUDENT BARRIERS TO SUCESS
DATE: THURSDAY, APRIL 29, 2021
TIME: 3:00-4:00 PM (EST/ PUERTO RICO TIME)
PLACE: BLACKBOARD COLLABORATE
REGISTER: HETS.ORG (ON NEXT EVENTS TAB)
¡REGISTER NOW, IT'S FREE OF CHARGE!
@HETSORG
Timothy Marshall
Chief Innovation Officer, Dallas County Community College District
WWW.HETS.ORG (NEXT EVENT TAB)

PEER REVIEW- INDEX AT EBSCO & CENGAGE DATABASES

Publish original, peer-reviewed and high quality scientific papers, research review, evidence-based articles in the fields of integration of technology in education, retention, assessment, and access to achieve student success.

Faculty, administrators, and graduate students can submit and learn from the articles. Authors of the current Issue share their contact information, brief bio, and profile picture.

WWW.HETS.ORG

HETS BEST PRACTICES SHOWCASE

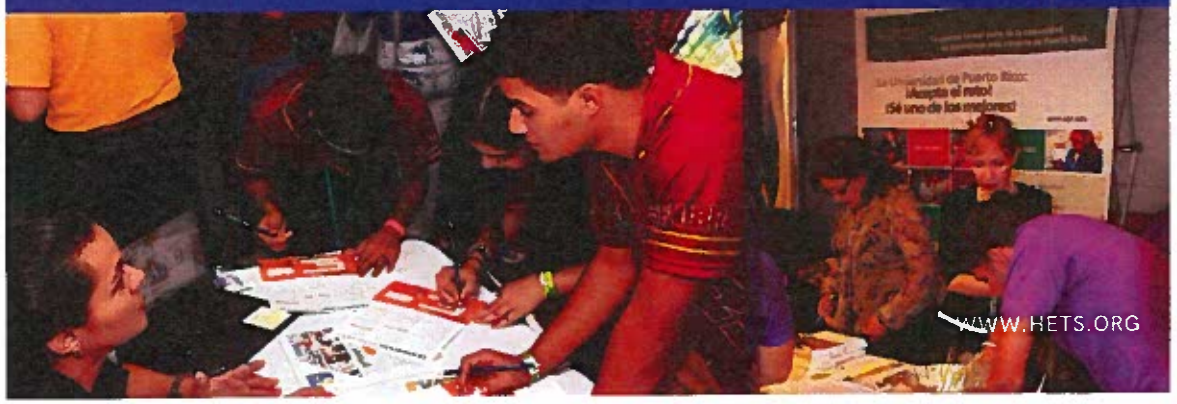
Celebrating Technology Innovation for Hispanic Success in Higher Education

- Is celebrated every **two years**, usually in Puerto Rico for **two-days**
- Highlights and celebrates the **outstanding work** of HETS member institutions in using technology to achieve Hispanic student success.
- Faculty, administrators, and graduate students are **invited to submit** their researches and participate to learn from other experiences from member institutions.

HETS BEST PRACTICES SHOWCASE ACADEMIC FAIR

Celebrating Technology Innovation for Hispanic Success in Higher Education

Every **face to face** Best Practices Showcase, includes an **Academic Fair** to provide HETS member institutions a **free exhibition booth** space to **promote their offerings** among high school and undergraduate students interested in completing a Higher Education degree.



WWW.HETS.ORG

Regional Events

Member institutions can be the **host of Regional Best Practices Showcases** & **Events**, like the one in December 2016 at CSUSB with the student affairs staff and administrators of all HETS member institutions in California.

HETS and California State University, San Bernardino Student Affairs Office (December 9, 2016)

HETS
Hispanic Educational Technology Services

ABOUT HETS | WHATS NEW | OUR SERVICES | MEMBERSHIP | VIRTUAL PLAZA | STUDENT PASSPORT

Student Placita

- TESTING & EDUCATION REFERENCE CENTER*
- PETERSON'S CAREER PREP*
- CAREER EXPLORATION MODULE
- ESL COURSES
- STUDENT READINESS
  - TOOL AND RESOURCES FOR ONLINE ENVIRONMENT
  - TOOL AND RESOURCES FOR TRADITIONAL ENVIROMENT

* To access the databases, click at HETS trial account and enter the access code: hets0313

WWW.HETS.ORG (VIRTUAL PLAZA)

Peterson's Test Prep

Need to search for scholarships, internships and practice test like GRE, LSAT, NCLEX, MCAT, US Citizen, Military Tests, Auditor, Real State, etc.?

- Practice Tests & Courses
- Online book (Practice exams with e-books to get prepare)
- Undergraduate scholarship search
- Graduate Scholarship Search
- College Planning Center

WWW.HETS.ORG (STUDENT PLACITA)

Flyer with steps & code to access

PETERSON'S TEST PREP

HETS
Hispanic Educational Technology Services

How does Peterson's Test Prep can take your goals to the next level?

Improve Your Score

- Practice tests of GMAT, GRE, TOEFL, NCLEX, LSAT, MCAT, ASVAB, PCAT, DAT, among others

Find A School

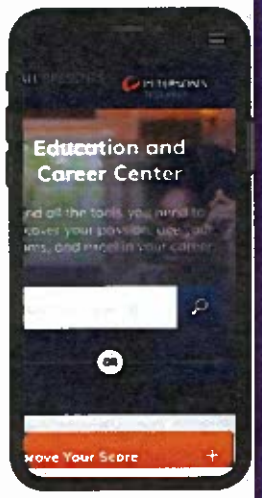
- College Planning Center
- College and Scholarship Search (Undergraduate and Graduate)

Explore Careers

- Careers Orientation

Vocational Test Prep

- Review for certification exams, licenses for careers such as Nursing, Public Safety, Law Enforcement, among others



GUIDE TO USE:

PETERSON'S TEST PREP

HETS

1 Go to hets.org, and under Virtual Plaza, select the Peterson's Test Prep link from Student Placita.

2 Select your institution (if it does not appear on the list, you can send us an email to info@hets.org).

3 Enter the access code of your institution (if you do not have the code, ask at your Student Affairs Office or write to info@hets.org).

4 Select Peterson's Test Prep and use the services.

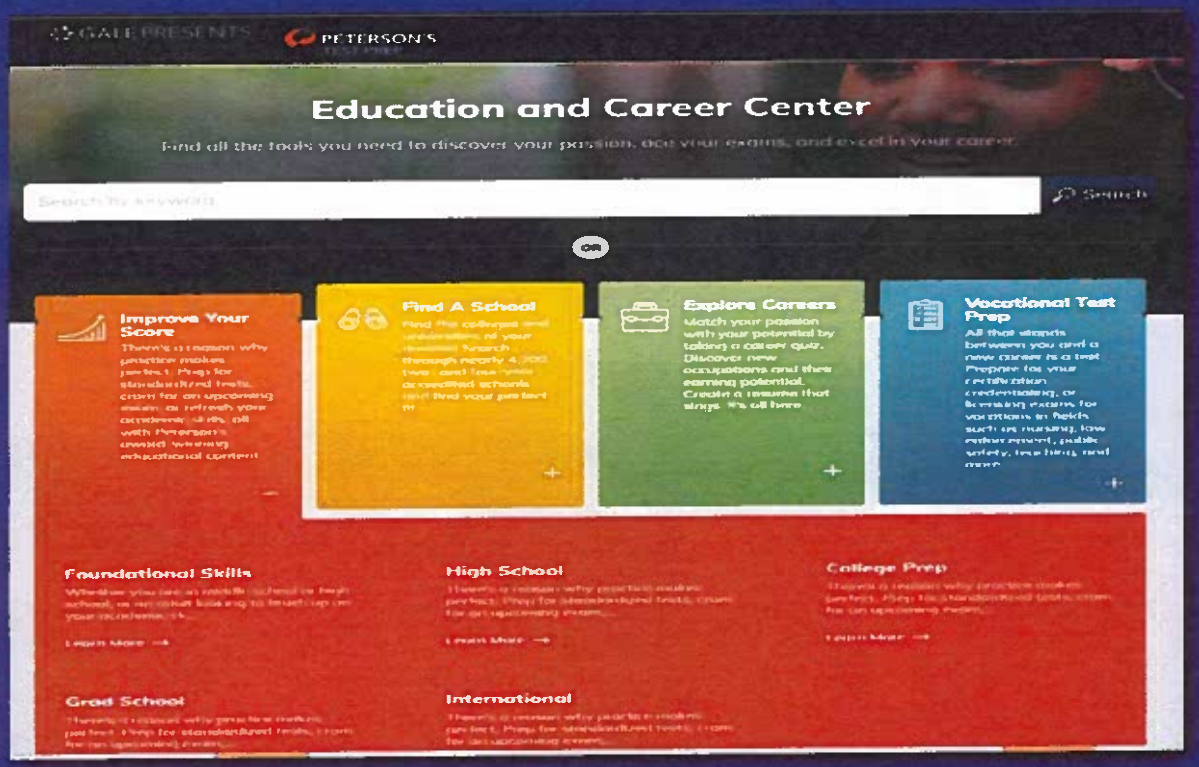
@hetsorg

For more information:
787-250-1012 Exts.2372 & 2373
info@hets.org

WWW.HETS.ORG (STUDENT PLACITA)

Practice Tests & Ebooks

(Practice exams with e-books to get prepare)

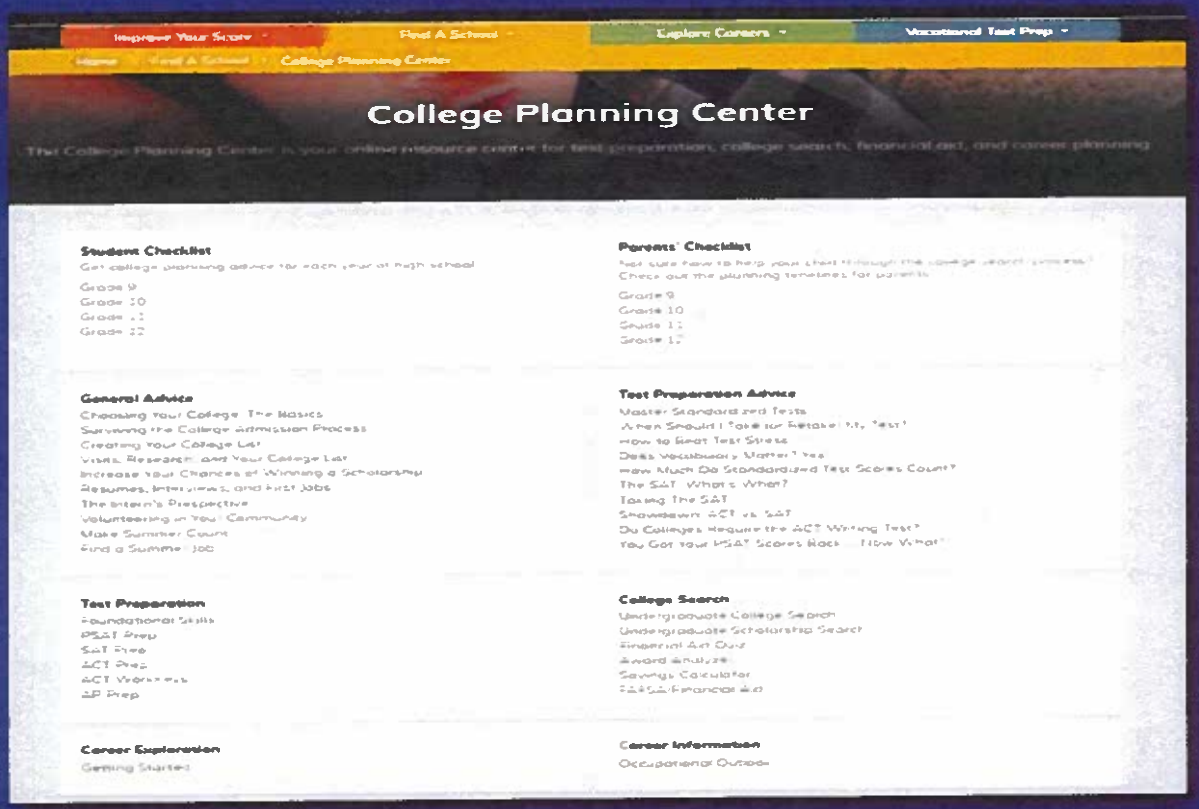


WWW.HETS.ORG (STUDENT PLACITA)

Undergraduate & Graduate Scholarship Search

WWW.HETS.ORG (STUDENT PLACITA)

College Planning Center



WWW.HETS.ORG (STUDENT PLACITA)

Peterson's Career Prep

* To access the databases, click at HETS trial account and enter the access code: hets0313

A new career product was launched that preserves the value of Career Transitions but provides aspiring job seekers with a more modern toolset to help them navigate today's everchanging job market.

WWW HETS ORG (STUDENT PLACITA)

Flyer with steps & code to access

PETERSON'S

HETS
Hispanic Educational Technology Services

How does Peterson's Career Prep can take your goals to the next level?

Create a Résumé

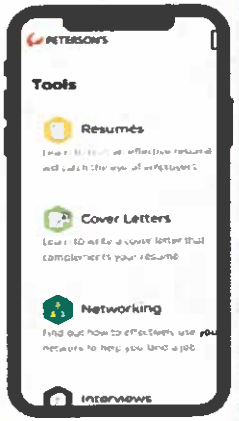
- Tool to create visually interesting resumes and cover letters
- 18 visual templates, import a previous resume, or input their information from scratch
- Resumes can be saved as PDFs, Word documents, or converted to websites that can be externally shared

Find a Career/Job

- Retains the integration with indeed.com to provide a job search tool
- Job search users are able to limit results to employment type (e.g., Internship, Part-Time, Full-Time), distance, and relevancy
- Access to the Pathway U Career Assessment, provides a similar interests assessment but also gives users access to three new assessments focused on an individual's Values, Personality, and Workplace Preferences
- With each completed assessment, users receive an in-depth analysis of the results, as well as recommendations for potential career paths that best align with their preferences

Advice

- A Virtual Career Library that provides self-paced tutorials focused on Career Changes, Cover Letters, Interviewing and Networking, Job Search, Military Transitions, Resumes, and Salary Negotiations



@hetsorg

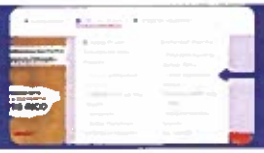
For more information:
787-250-1912 Ext.2372 & 2373
info@hets.org

GUIDE TO USE:

PETERSON'S

HETS
Hispanic Educational Technology Services

1 Go to hets.org, and under Virtual Plaza, select the Peterson's Career Prep link from Student Placita



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3 Enter the access code of your Institution (if you do not have the code, ask at your Student Affairs Office or write to info@hets.org).

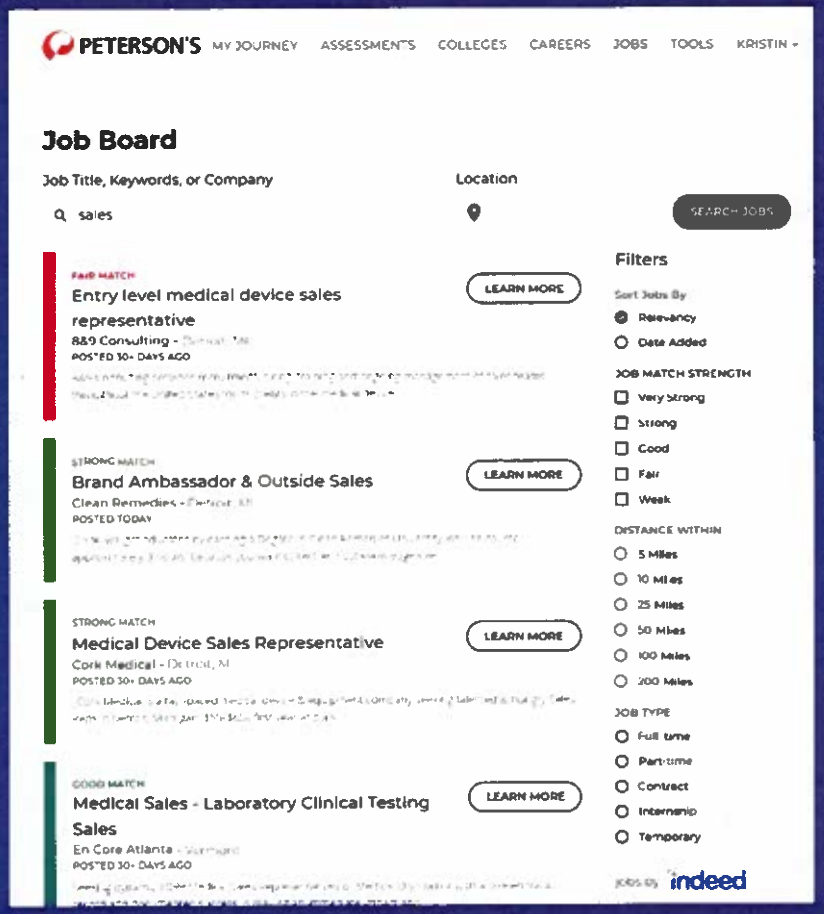
4 Select Peterson's Career Prep and use the services.

WWW.HETS.ORG (STUDENT PLACITA)

Peterson's Career Prep

Job Search

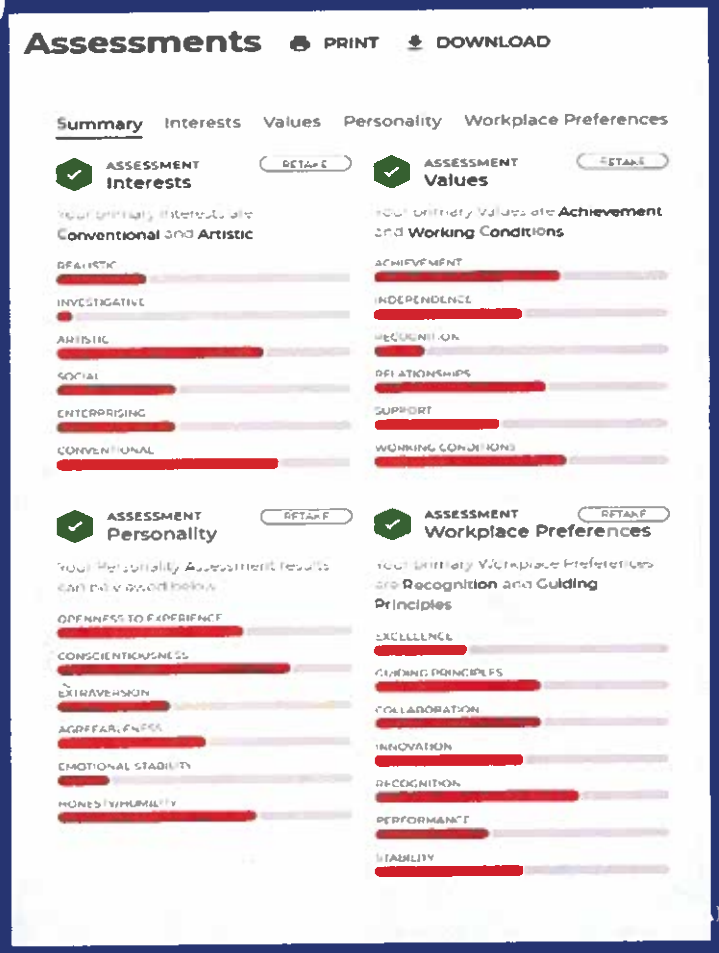
- Retains the integration with Indeed.com to provide a job search tool.
- Users are still able to limit results to employment type (e.g., Internship, Part-Time, Full-Time), distance, and relevancy
- Each career type includes a job description; recommended degree programs, knowledge, skills, and abilities; projected salary; career outlook; links to training and jobs searches; and additional tips and recommendations.
- NEW: Users can now limit their search results based on the Job Match Strength, which aligns the search results with personalized career assessments.



Peterson's Career Prep

Pathways U Career Assesment

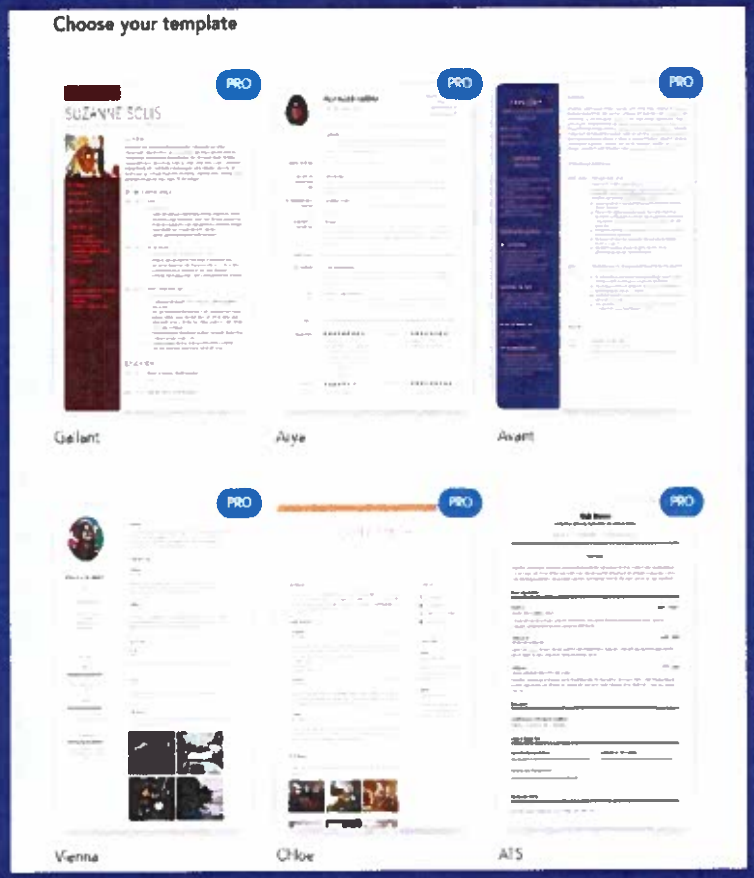
- PathwayU provides a similar Interests assessment but also gives users access to **three new assessments** focused on an individual's Values, Personality, and Workplace Preferences.
- With each completed assessment, users receive an in-depth **analysis of the results**, as well as recommendations for potential career paths that best align with their preferences.



Peterson's Career Prep

Resume Creator

- NEW: Allows users to create visually interesting resumes, cover letters, and even websites that can be externally shared.
- NEW: Users can select from 18 visual templates, import a previous resume, or input their information from scratch.
- NEW: Nine real-life resume examples provide guidance on how to organize resume information.



WWW.HETS.ORG (STUDENT PLACITA)

Peterson's Career Prep

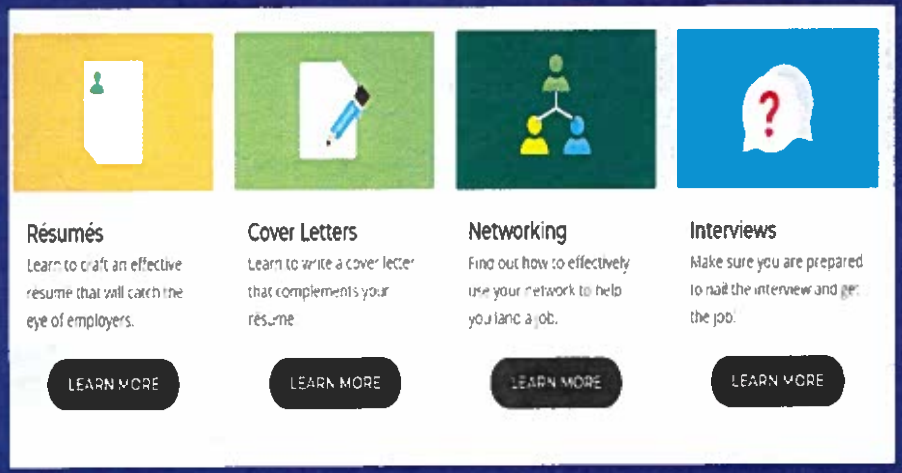
Resume Creator

- NEW: Resumes can be saved as PDFs, Word documents, or converted to websites that can be externally shared.
- NEW: A personal dashboard lets users track views of their resume site.
- NEW: Users also gain access to an external library of resume examples across 5,000 industries.

Peterson's Career Prep

Virtual Career

- A Virtual Career Library that provides self-paced tutorials focused on Career Changes, Cover Letters, Interviewing and Networking, Job Search, Military Transitions, Resumes, and Salary Negotiations.
- An additional repository provided with articles and downloadable worksheets and workbooks focused on resumes, cover letters, networking, interviews, and the career assessment tool.



WWW.HETS.ORG (STUDENT PLACITA)

Career Exploration Module

This self paced module provide information and resources to help you decide which is the best career for you.

WWW.HETS.ORG (STUDENT PLACITA)

ELS courses

English as a Second Language tutorials, created and provided by USA Learns.

This is a repository of noncredit courses that are available anytime through videos and activities that users can watch at their convenience, to improve your skills in the English language.

WWW.HETS.ORG (STUDENT PLACITA)

Student Readiness

Tool and resources for Online Environment

Student readiness page with tools and resources for the online environment to help you develop your skills in this modality.

Tool and resources for Traditional Environment

A repository of tools, and resources to learn more about the traditional face to face environment and improve your skills in this modality.

WWW.HETS.ORG (STUDENT PLACITA)

Tool and Resources

A repository of tools, and resources, classified in different topics like: citations tools, science and math, e-books, among others.

WWW.HETS.ORG (STUDENT PLACITA)

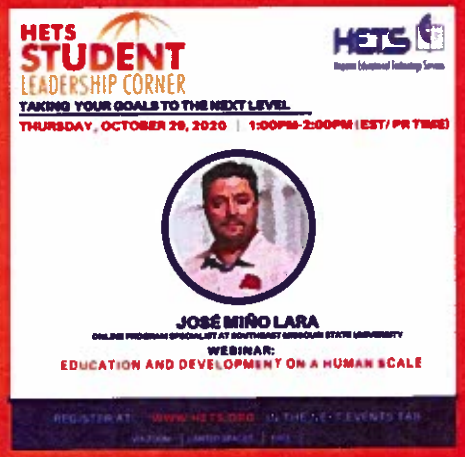
Scholarships for Hispanics

At the Student Placita, you can find a dedicated section with information about scholarships for Hispanics.

WWW.HETS.ORG (STUDENT PLACITA)

Student Leadership Showcase & Webinars

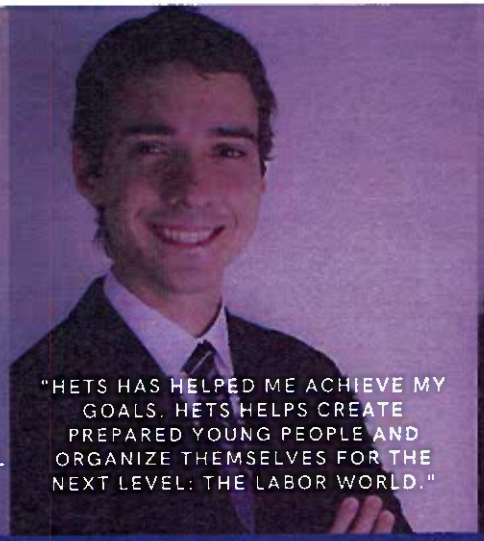
WWW.HETS.ORG (NEXT EVENTS TAB))



Student Ambassadors Program

"I LOVE THE SERVICES OF HETS, IS A WORLD TO EXPLORE. IT HAS THE TOOLS TO MAKE YOU STAND OUT IN YOUR ACADEMIC AND PROFESSIONAL LIFE."

AMABASSADOR, HILMARIS SANTIAGO
UNIVERSIDAD DE PUERTO RICO, BAYAMON



"HETS HAS HELPED ME ACHIEVE MY GOALS. HETS HELPS CREATE PREPARED YOUNG PEOPLE AND ORGANIZE THEMSELVES FOR THE NEXT LEVEL: THE LABOR WORLD."

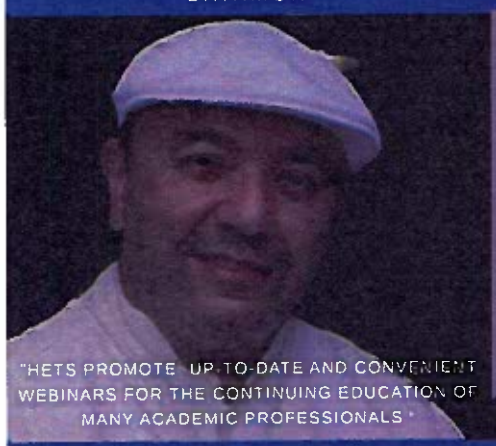
AMBASSADOR, ERIC KAUFMAN
INTER AMERICAN UNIVERSITY OF PR, SAN GERMÁN

"HETS EVENTS ARE THE PLACE WHERE YOU CAN CONNECT WITH OTHER STUDENT LEADERS, AND LEARN ABOUT OTHER OPPORTUNITIES."

AMBASSADOR, DEBORA MENIEUR
INTER AMERICAN UNIVERSITY OF PR, ARECIBO

"HETS HAS BEEN RESPONSIBLE FOR MY DEVELOPMENT AS A LEADER, I HAVE RECEIVED THE TOOLS TO GROW AND INNOVATE. HETS IS EDUCATIONAL EXCELLENCE BECAUSE IT HAS THE BEST TECHNOLOGICAL RESOURCES."

ADVISORY COMMITTEE MEMBER, CARMELO CEDEÑO PONTIFICIA UNIVERSIDAD CATÓLICA DE PUERTO RICO



"HETS PROMOTE UP-TO-DATE AND CONVENIENT WEBINARS FOR THE CONTINUING EDUCATION OF MANY ACADEMIC PROFESSIONALS."

PROFESSOR, LUIS A. MÉNDEZ, PONTIFICIA UNIVERSIDAD CATÓLICA DE PUERTO RICO

"HETS OFFER EXCELLENT WEBINARS AND RESOURCES."

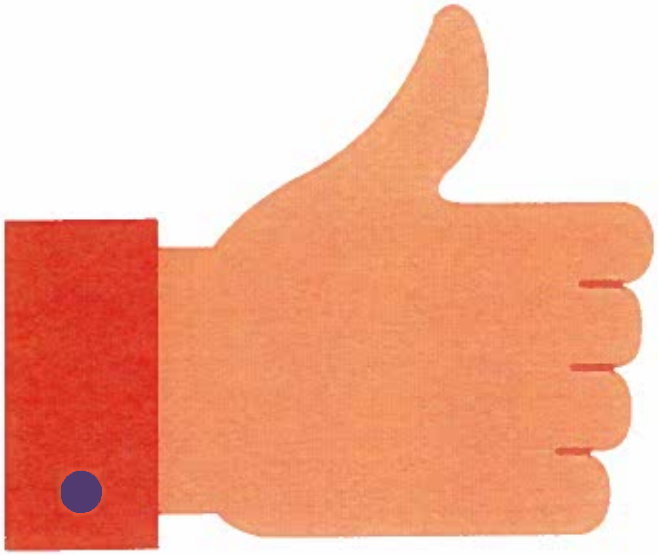
PROFESSOR, EDNA ORTA ANES
UAGM, GURABO, ACADEMIC DIVISION OF BUSINESS, TOURISM AND ENTREPRENEURSHIP

"HETS HAS OPENED THE DOORS FOR ME IN THE ACADEMIC AND PROFESSIONAL FIELD, AND SIGNIFICANTLY HAS IMPACTED MY PROFESSIONAL DEVELOPMENT."

ADVISORY COMMITTEE MEMBER, ALBERT TROCHE
INTER AMERICAN UNIVERSITY OF PR

"HETS HAS HELPED ME TO BE AT THE VANGUARD OF TECHNOLOGY."

ADVISORY COMMITTEE MEMBER, ANA DEL ROSARIO, INTER AMERICAN UNIVERSITY OF PR , METRO CAMPUS



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(787) 616-3201

Section L

Element No. 12

DISCRIMINATION COMPLAINT PROCESS

Sec. 46a-68-89

Discrimination Complaint Process

Under Section 46a-68-89(a) of the Affirmative Action Regulations of Connecticut State Agencies, the University has an established system to process and resolve employee allegations of discrimination consistent with Chapters 67 and 68 of the Connecticut General Statutes. The system provides for the expeditious resolution of complaints to assure that legal options for filing complaints are not foreclosed.

The University's Discrimination Complaint Process includes:

(1) Periodic training in counseling and grievance investigation for agency designated personnel;

(2) Confidential counseling and procedures for informal resolution at the institution by the Chief Diversity Officer;

(3) Notice to employees that the university discrimination complaint process is available;

(4) A guarantee of no retaliation for the exercise of rights granted pursuant to the Connecticut General Statutes;

(5) Advisement of legal options to file complaints with the Connecticut Commission on Human Rights and Opportunities ("CHRO"); United State Equal Employment Opportunity Commission ("EEOC"); United States Department of Education Office of Civil Rights ("OCR"); United States Department of Labor ("DOL"), Wage and Hour Division; and any other agencies, state, federal, or local, that enforce laws concerning discrimination in employment or public services.

(6) Time frames not exceeding ninety (90) days for filing, processing and resolution of such matters.

(b) The University maintains all records of grievances and dispositions and such records are reviewed on a regular basis by the 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.

DISCRIMINATION COMPLAINT AGENCIES

Under Section 46a-68-89 (a) (b) (c) of the Affirmative Action Regulations of Connecticut State Agencies, an individual has the right to file his or her complaint of discrimination with any or all of the relevant agencies listed below. The individual can also simultaneously avail himself or herself of the Western Connecticut State University ("WCSU" or "University") Internal Discrimination Complaint Process and file a complaint of discrimination with the following external agencies:

1. **The Connecticut Commission on Human Rights & Opportunities**:

Capitol Region
450 Columbus Blvd.
Hartford, Connecticut 06103
Tel: (860) 566-7710

Eastern Region
100 Broadway
Norwich, Connecticut 06360
Tel: (860) 886-5703

Southwest Region
350 Fairfield Avenue, 6th Floor
Bridgeport, Connecticut 06604
Tel: (203) 579-6246

West Central Region
Rowland State Government Center
55 West Main Street, Suite 210
Waterbury, Connecticut 06702-2004
Tel: (203) 805-6530

Complaints should be filed with the Commission on Human Rights and Opportunities no later than one hundred and eighty (180) days after the alleged act of employment discrimination occurred.

2. **The Equal Employment Opportunities Commission**

John F. Kennedy Federal Office Building
Government Center, Room 475
Boston, Massachusetts 02203
Tel: (617) 565-3200

Complaints should be filed with the Equal Employment Opportunities Commission no later than one hundred and eighty (180) days after the alleged act of employment discrimination occurred, except, that in a case when the aggrieved person has initially filed a complaint with the

Commission on Human Rights and Opportunities, such complaint should be filed no later than three hundred (300) days after the alleged act of employment discrimination occurred.

Alternatively:

3. **Connecticut Permanent Commission on the Status of Women**

18-20 Trinity Street
Hartford, Connecticut 06106
Tel: (860) 240-8300

4. **State of Connecticut: Employee Grievance Procedure**

Contact Human Resources Office or union representatives for Grievance forms and/or procedures.

5. **Regulation of Wages Division, Connecticut Labor Department**

200 Folly Brook Boulevard
Wethersfield, Connecticut 06109
Tel: (860) 566-3450

6. **Wage and Hour and Public Contracts Division**

United States Labor Department
135 High Street
Hartford, Connecticut 06103
Tel: (860) 240-4277

7. **U.S. Department of Education, Office for Civil Rights**

33 Arch Street
Ninth Floor
Boston, Massachusetts 02110
Tel: (617) 289-0111
Fax: (617) 289-0150

Section L

Element No. 12

DISCRIMINATION COMPLAINT PROCESS

Sec. 46a-68-89

(ATTACHMENTS AND DOCUMENTATION)

DISCRIMINATION COMPLAINT LOG

AGENCY: WESTERN CONNECTICUT STATE UNIVERSITY

REPORTING DATE: June 29, 2021

NUMBER	COMPLAINANT RACE/SEX	DATE FILED	TYPE*	ACCUSED**	BASIS CLAIMED	FINDING	RESOLUTION	LENGTH OF TIME TO RESOLVE
1	Other/Male (Student)	2/6/20	Within Agency (Internal)	Employee	Sexual Harassment	No Probable Cause	No Action Taken	30 days
2	While/Female (Student)	9/6/20	Within Agency (Internal)	Student	Sexual Harassment	Probable Cause	Action Taken (Judicial)	30+ days
3	While/Female (Student)	4/30/21	Within Agency (Internal)	Employee	Sexual Harassment	No Probable Cause	No Action Taken	15 days
4	Black/Female (Student)	5/11/21	Within Agency (Internal)	Student	Sexual Harassment	No Probable Cause	No Action Taken	15 days
5								
6								
7								
8								
9								
10								

*Internal (within Agency) or External (CHRO, DOL, EEOC, etc.)
**Co-worker, Supervisor, Manager, etc.

Office of Diversity and Equity (https://www.wcsu.edu/diversity)

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)

Recruitment and retention resources (/diversity/minority-recruitment-and-retention-resources/)

Diversity Resources and Information (/diversity/resources/)

Not Anymore/Title IX Online Training Portal (/diversity/not-anymore-title-ix-online-training-portal/)

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

(PDF)(rev. 8.06.2020)

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.

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.

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).

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.

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.

Individual programs at the university are accredited by:

- The Connecticut State Department of Education
- The Council for Accreditation of Educator Preparation
- The Council for Accreditation of Counseling and Related Educational Programs
- The National Association of Schools of Music
- The American Chemical Society
- The Commission on Collegiate Nursing Education
- The Council on Social Work Education

Rights Reserved Statement

Students attending 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.

Report Sexual Harassment/Misconduct

Jesenia Minier Delgado, WCSU Title IX Coordinator, is responsible for oversee and monitor (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-seek-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/)

(http://www.twitter.com/westconn)

(http://www.facebook.com/westconn)

(http://www.youtube.com/westernctstate)

(https://www.linkedin.com/edu/western-connecticut-state-university-18041)

(https://plus.google.com/+westconn)

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

ODE INTAKE CONFIRMATION **(DO NOT FILL)**

COMPLAINT DATE: ____ / ____ / _____

COMPLAINT NO.: _____

INTAKE INITIALS: _____

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 Diveristy 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 _____ MI _____ 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 Violece/Domestic Violence**

Basis:
☐ **Age** ☐ **Marital Status**
☐ **Ancestry** ☐ **Mental Disorder**
☐ **Color** ☐ **National Origin**
☐ **Criminal Record** (State Employments) ☐ **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: _____

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

ODE INTAKE CONFIRMATION (DO NOT FILL)

COMPLAINT DATE: ____ / ____ / _____

COMPLAINT NO.: _____

INTAKE INITIALS: _____

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: _____

Affilitation/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: _____

Affilitation/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: _____

Affilitation/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: _____

Affilitation/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: _____

Affilitation/Relationship: _____ Timeframe: _____

Initial: _____

WESTERN CONNECTICUT STATE UNIVERSITY

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):

Initial: ____

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY & EQUITY

ODE INTAKE CONFIRMATION **(DO NOT FILL)**

COMPLAINT DATE: ____ / ____ / _____

COMPLAINT NO.: _____

INTAKE INITIALS: _____

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. _____
Witness 2. _____
Witness 3. _____
Witness 4. _____
Witness 5. _____
Witness 6. _____
Witness 7. _____
Witness 8. _____
Witness 9. _____
Witness 10. _____

Initial: _____

WESTERN CONNECTICUT STATE UNIVERSITY

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 Complaintant, 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.

_____, hereby attest that the facts asserted in this complaintare 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.

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 Connecicut State University
181 White Street
Litchfield Hall
Danbury, Connecticut 06810
Phone: (203) 837-8674

Counseling Center
Western Connecticut State University
181 White Street
Midtown Student Center, Room 222
Danbury, Connecticut 06810
Phone: (203) 837-8696

Human Resource Department
Western Connecticut State University
181 White Street
Midtown Campus, University Hall, 1st FL
Danbury, Connecticut 06810
Phone: (203) 837-8678

Womens Center (on campus office)
Western Connecticut State University
181 White Street
White Hall 003A
Danbury, Connecticut 06810
Phone: (203) 837-3939

Police Department
Western Connecticut State University
181 White Street
Police Headquarters, Beyond Newbury Hall
Danbury, Connecticut 06810
Phone: (203) 837-9300

Intial: _____

WESTERN CONNECTICUT STATE UNIVERSITY

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: _____

WESTERN CONNECTICUT STATE UNIVERSITY

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., interivews) 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: _____

WESTERN CONNECTICUT STATE UNIVERSITY

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.

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

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 Conduct[1]

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.

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.

WESTERN CONNECTICUT STATE UNIVERSITY

OFFICE OF DIVERSITY AND EQUITY

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 designee[2]).
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 designee[3]) 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 designee[4]) 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

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[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

designee[5]) 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 designee[6]), 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.

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[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

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 designee[7]) 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

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 designee[8]). 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.

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.

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.

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, Western Connecticut State University ("WCSU" or "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 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, 2020 – March 31, 2021

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 the immediate 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 search that was conducted and executed in the Executive/Administrative/Managerial occupational category.

EXECUTIVE/ADMINISTRATIVE/MANAGERIAL

Goal(s) (4): 2 White Females, 1 Black Female, 1 Hispanic Female
Hire(s) (1): 1 Hispanic Female (goal candidate)

Chief Financial Officer, Division of Fiscal and Administrative Services
1 Hispanic Female (goal candidate)

Western Connecticut State University (WCSU) seeks an accomplished and strategic thinking finance professional to provide leadership in the Division of Finance & Administration. The Chief Financial Officer is responsible for the University's physical and financial resources, as well as recommending and implementing policies and strategies to assure the institution's continued financial strength and thus, plays a critical role in the development and implementation of the University's Strategic Plan. Additional information on the division may be found at: www.wcsu.edu/financeadmin

Position Summary: The Chief Financial Officer reports directly to the President and serves as a key member of the senior administrative team and as an integral part of the institution's decision-making process. The CFO has overall responsibility for the University's $131.5 million annual operating budget and works closely with the President and the President's Cabinet to formulate the institution's overall fiscal strategies. The CFO's area of responsibility encompasses all Fiscal Affairs operations, which includes the following: Accounting, Financial Planning & Budgets, Payroll, Accounts Payable & Receivables, and Bursar, and the Administrative Services, which includes Purchasing, Mail Services, Shipping and Receiving, and Property Control.

Qualifications: Master's Degree in finance, business, or related area; at least seven (7) years of experience in progressively responsible budget management in higher education or a non-profit environment (Assistant, Associate, CFO role); Experience working with higher education systems (public and/or private), board of trustees or advisory boards. Evidence of experience working in a top down budget process - policy level to operational levels to accountability; evidence of successful experience in developing and managing budgets, and analytical skills; evidence of strategic thinking in reaching and/or maintaining financial sustainability; expertise in financial controls/processes and fiscal reporting; evidence of successful supervisory experience with diverse teams/staff, especially in a unionized environment; evidence of the ability to work collaboratively with multiple constituencies; evidence of the ability to present budget details to internal and external audiences; and excellent written communication skills.

APPLICANT BREAKDOWN
Thirteen (13) applicants applied: 9 WM, 1 HF (goal candidate) and 3 OM, which constituted the applicant pool for this executive/administrative management search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration. Application materials included a cover letter outlining the applicant's qualifications, a current curriculum vitae/resume as well as the names, addresses, e-mail addresses and the telephone numbers of at least four (4) professional references.

CAMPUS SEARCH APPLICANT DATA								
	WHITE		BLACK		HISPANIC		AAIANHNPI	
	Male	Female	Male	Female	Male	Female	Male	Female
Search Process/Action								
Did not meet minimum education/training qualifications	6						2	
Did not meet the minimum work experience requirements	1						1	
Did not submit a completed application/application material(s)								
Withdrew from search								

During the review of applications, the search committee precluded the following applicants:

Eight (8) applicants did not have the required education/trainng in the field appropriate to this position: 6 WM, 2 OM

Two (2) applicants did not have the required miminum of seven (7) years of professional experience in the field appropriate to this position: 1 WM, 1 OM

Three (3) applicants were extended search committee virtual (first and second) interviews: 2 WM, 1 HF (goal candidate). The second (virtual) interviews consisted of the following schedule:

Meet Search Committee– Midtown Campus Student Center Lobby	
8:30 - 9:45 a.m.	Virtual Breakfast with Search Committee
10:00 – 10:30 a.m.	Virtual meeting on benefits with the Human Resources Department
10:45 – 11:45 a.m.	Virtual Meet and Greet with the WCSU Academic & Student Affairs Deans
12:00 – 1:15 p.m.	Break
1:30 – 2:30 p.m.	Open (Virtual) Forum with Faculty, Staff & Students
2:45 – 3:45 p.m.	Virtual Meet and Greet with Dr. John B. Clark – President's Office

Of the three (3) finalists, two (2) applicants: two (2) WM were precluded from the search.

The selected candidate: 1 HF (goal candidate) met a hiring goal, and WCSU welcomed the new hire in the Executive/Administrative 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 fundig cuts and the immediate 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 three (3) critical searches that were conducted and executed in the Faculty occupational categories.

PROFESSOR

Goal(s) (0): **No Hiring Goals set for this classification as it is normally a promotional opportunity.**
Hire(s) (0): **No hires conducted**

In this occupational category there were no searches conducted during the reporting period.

ASSOCIATE PROFESSOR

Goal(s) (0): **No Hiring Goals set for this classification as it is normally a promotional opportunity.**
Hire(s) (0): **No hires conducted**

In this occupational category there were no searches conducted during the reporting period.

ASSISTANT PROFESSOR

Goal(s) (9): 2 Black Males, 2 Black Females, 2 Hispanic Males and 3 Other Females
Hire(s) (3): 1 White Female, 1 Hispanic Male (goal candidate), 1 Other Male

Macricostas School of Arts and Sciences – Biology Department

Selection(s): Hispanic Male (goal candidate)

The Macricostas School of Arts & Sciences is home to 13 departments, 21 undergraduate majors and five graduate majors, and offers a variety of ways for students to further their education. The Department of Biological and Environmental Sciences offers a Bachelors of Arts in Biology and a new Master's of Science in Integrative Biological Diversity. Additional information may be found at https://www.wcsu.edu/biology/.

The WCSU Department of Biological and Environmental Sciences has available resources for teaching and research, and is housed in a modern building with access to state-of-the-art equipment and technology. Resources available to faculty include dedicated research space, tissue culture equipment, animal facility, fluorescent microscopes, molecular equipment, environmental chambers, greenhouse, laundry facility, canoes, and nature preserve. WCSU is located in an urban setting in close proximity to open spaces, farms, and areas of conservation, and is well-suited to service learning opportunities and other creative partnerships. WCSU offers opportunities to support student and faculty research, conference attendance, and professional development.

Position Summary: The successful candidate will teach courses in scientific communication for undergraduate biology majors, and other courses in the department including new or existing courses related to the candidate's field of expertise. The candidate will also be expected to develop and teach graduate courses in science policy and environmental stewardship relating to biodiversity. The candidate will also participate in departmental and university service by taking an active role in developing new curricula, advising and mentoring students, serving on departmental and university committees, assisting student groups on campus, and engaging in professional activity and scholarship. 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.

Qualifications: The successful candidate will have a Ph.D. or equivalent terminal degree as well as post-doctoral research experience. Candidates must be qualified to teach undergraduate courses in scientific communication designed for biology majors and to develop a graduate course in science policy. Preference will be given to candidates who have teaching experience and are familiar with science teaching pedagogy that encourages active learning and critical thinking. The candidate should have an existing research program that can successfully integrate students (undergraduate and graduate), with a demonstrated use of effective scientific communication to the public or other stakeholders. The specific plant-related area of applied environmental biology is open, and possible areas of expertise may include (but are not limited to): invasive plants, medicinal plants, plant-insect interactions, urban landscapes, plant pathology, and sustainable horticulture. Candidates who apply innovative practices for communicating their research to a wide audience, and who have experience mentoring students in plant-related research projects, are also preferred. WCSU is particularly interested in applicants who have experience working with students from different backgrounds and a demonstrated commitment to improving access to higher education for first-generation and under-represented groups.

APPLICANT BREAKDOWN

Thirty one (31) applicants applied: 10 WM, 5 WF, 2 BM (goal candidates), 2 BF (goal candidates), 2 HM (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
Search Process/Action								
Did not meet minimum education/training qualifications	2		1				1	
Did not meet the minimum work experience requirements	6	3	1	2	1		4	4
Did not submit a completed application/application material(s)								
Withdrew from search								

During the review of applications, the search committee precluded the following applicants:

Four (4) applicants did not have the required education/trainng in the field appropriate to this position: 2 WM, 1 BM (goal candidate), 1 OM

Twenty-one (21) applicants did not have the required professional experience in the field appropriate: did not possess the specified teaching experience and familiarity with science teaching pedagogy; or possess experience overseeing an existing research program that can successfully integrate students (undergraduate and graduate), with a demonstrated use of effective scientific communication to the public or other stakeholders) to this position: 6 WM, 3 WF, 2 BM (goal candidates), 2 BF (goal candidates), 1 HM (goal candidate), 4 OM and 4 OF (goal candidates)

Six (6) applicants were extended (virtual) search committee interviews: 2 WM, 2 WF (goal candidates), 1 HM (goal candidate), 1 OM.

Four (4) applicants, 2 WM and 2 WF, were precluded after the virtual search committee interviews due to the insufficient teaching experience in specific plant-related teaching area(s) of applied environmental biology: invasive plants, medicinal plants, plant-insect interactions, urban landscapes, plant pathology, and sustainable horticulture.

Two (2) finalists were selected for final (virtual) interviews: 1 OM, 1 HM (goal candidate). Of the two finalists, 1 OM was precluded from the campus search.

The selected candidate: 1 HM (goal candidate) met a hiring goal, and WCSU welcomed the new hire in the Faculty category

Macricosta School of Arts of Sciences – Writing, Linguistics, and Creative Process Department

Selection(s): 1 White Female

The Macricostas School of Arts & Sciences is home to 13 departments, 21 undergraduate majors and five graduate majors, and offers a variety of ways for students to further their education. The Department of Writing, Linguistics & Creative Process offers three Options in the Professional Writing major—Creative Writing, Business and Technical Writing, and Journalism and Public Relations - in addition to delivering the university's freshman writing courses, operating the Writing Center, and delivering courses for or sharing writing courses with other departments around the university. The Department's MFA in Creative and Professional Writing is the largest graduate program in the Macricostas School. The department also offers three undergraduate minors and a variety of writing intensive courses for credit in General Education. Additional information about the department may be found at.www.wcsu.edu/writing.

Position Summary: The successful candidate must specialize in the teaching of Managerial Writing and Technical Writing courses; will build interest and enrollment in the Business and Technical Writing Option; likely will teach in the department's forthcoming Writers' Studio sequence; may teach courses in Public Relations and/or Composition; and may have opportunities to work with students in the MFA program.

Qualifications: Must possess either a terminal degree or Master's degree with substantial professional experience in Business or Technical Communications. Must have recent teaching experience at the undergraduate level. Preference will be given to candidates who have recent work experience in Business Communications and/or Technical Writing (freelance work is acceptable). Experience in Public Relations is attractive but not required. Evidence of work experience will be

required and is more important than publications, though we would like to see evidence of professional engagement through publications, conferences, or other activities as well.

APPLICANT BREAKDOWN

Forty-eight (48) applicants applied: 13 WM, 11 WF, 4 BM (goal candidates), 4 BF (goal candidates), 3 HM, 2 HF, 4 OM and 7 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
Search Process/Action								
Did not meet minimum education/training qualifications		2					1	
Did not meet the minimum work experience requirements	11	8	1	2	1	1	3	5
Did not submit a completed application/application material(s)								
Withdrew from search								1

During the review of applications, the search committee precluded the following applicants:

Three (3) applicants did not have the required education/trainng in the field appropriate to this position: 2 WF, 1 OM

Thirty-two (32) applicants did not have the miminum professional experience in the field appropriate (qualified to teach undergraduate courses in scientific communication designed for biology majors and to develop a graduate course in science policy. Did not possess teaching experience and familiarity with science teaching pedagogy; or possess experience overseeing an existing research program that can successfully integrate students (undergraduate and graduate), with a demonstrated use of effective scientific communication to the public or other stakeholders) to this position: 11 WM, 8 WF, 1 BM (goal candidate), 2 BF (goal candidates), 1 HM, 1 HF, 3 OM and 5 OF (goal candidates).

During the scheduled interviews, one (1) applicant, 1 OF (goal candidate) withdrew from the search.

Thirteen (13) applicants were extended (virtual) interviews with the search committee: 2 WM, 1 WF, 3 BM (goal candidates), 2 BF (goal candidates), 2 HM, 1 HF, 1 OM and 2 OF (goal candidates).

Ten (10) applicants were precluded after the initial (virtual) interviews due to a lack of related teaching experience specificallly in Business Communications and/or Technical Writing. Each

applicant did not have the relevant experience with either having published writing and/or journal publications, no research interests in Technical/Business writing, or related writing activities: 1 WM, 3 BM (goal candidates), 2 BF (goal candidates), 2 HM, 1 HF, 1 OM.

Three (3) finalists were selected for final (virtual) interviews: 1WM, 1WF, 1 OF (goal candidate).

Of the three (3) finalists: two (2), 1 WM and 1 OF were precluded from the campus search.

In the campus final interview: 1 WM did not provide clear examples and/or topics of study that the search committee had asked the 1 WM to cover. While the 1 WM has taught four (4) 3-credit courses to be qualified for the position and has a track record of program development, the search committee had reservations about the prepared teaching presentations, about the interactions with students in the teaching demonstration, and about the fact that the applicant's background is more focused in public relations than in business/technical writing.

In the campus final interview: 1 OF (goal candidate) gave an extensively planned teaching demonstration of the candidate's teaching methodology and engaged students and guests in discussion. Some of the search committee was concerned that the 1 OF (goal candidate) did not show evidence of connection between the professional teaching experience and the applied pedagogical research during the interview and teaching demonstration. The 1 OF (goal candidate) teaching experience is primarily in four (4) 3-credit courses in ESL, and not Business and Technical Writing courses.

The selected candidate: 1 WF articulated academic expertise in the field through the teaching various four (4) 3-credit course seminar in business/technicial writing and public relations writing. The 1 WF provided excellent examples and teaching busines writing strategy during the teaching presentation that offered the search committee illustrated examples in how the selected candidate would apply the academic teaching experience in the classroom. The 1 WF showed clear evidence of connection with professional teaching experience and applied pedagogical research in both the interview and teaching demonstration. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Faculty category

School of Professional Studies – Education and Education Psychology Department
Selection(s): 1 Other Male

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

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

Qualifications: Doctorate in counselor education and supervision or a closely related field. Experience teaching experience in counselor education. Doctorate from a CACREP accredited doctoral program is preferred; experience teaching in a graduate counselor education program; experience as a clinical or school counselor; a record of scholarly publications; and experience with CACREP accreditation. Preference may be shown to candidates with a well-defined research agenda in clinical mental health or school counseling.

APPLICANT BREAKDOWN

Twenty-eight (28) applicants applied: 3 WM, 7 WF, 2 BF (goal candidates), 1 HF, 2 OM and 13 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
Search Process/Action								
Did not meet minimum education/training qualifications								1
Did not meet the minimum work experience requirements	2	6		2		1		10
Did not submit a completed application/application material(s)								
Withdrew from search								1

During the review of applications, the search committee precluded the following applicants:

One (1) applicants did not have the education/trainng in the field appropriate to this position: 1 OF

Twenty-one (21) applicants did not have the miminum professional experience in the field appropriate (qualified to teach undergraduate courses in scientific communication designed for biology majors and to develop a graduate course in science policy. Did not possess teaching experience and familiarity with science teaching pedagogy; or possess experience overseeing an existing research program that can successfully integrate students (undergraduate and graduate), with a demonstrated use of effective scientific communication to the public or other stakeholders) to this position: 2 WM, 6 WF (goal candidates), 2 BF (goal candidates), 1 HF and 10 OF (goal candidate).

Six (6) applicants were extended (virtual) interviews with the search committee: 1 WM, 1 WF, 2 OM and 2 OF (goal candidate).

During the scheduled (virtual) interviews, one (1) applicant, 1 OF (goal candidate), withdrew from the search.

One (1) applicant, 1 WM, was precluded after the in-person interviews due to a demonstrated lack of teaching experience specifically in counselor education courses. Applicant did not have sufficient publications, no experience with CACREP accreditation, and/or related writing activities.

Four (4) finalists were selected for final (virtual) interviews: 1WF, 2 OM and 1 OF (goal candidate).

Of the four (4) finalists, three (3) applicants: 1 WF, 1 OM and 1 OF (goal candidate) were precluded from the search.

In the campus final interview: The 1 WF is certified as a school counselor and a school administrator in Connecticut and has applied for her license as a professional mental health counselor in Connecticut. The 1 WF is also a nationally certified health education specialist and has received a doctorate from the University of Connecticut with a research agenda in social emotional learning. The 1 WF has been extensively involved in service at the state level and has served as president of the Connecticut School Counselor Association. The 1 WF served as an adjunct at the University of Connecticut and as a full-time school counselor in Connecticut. The 1 WF has a strong research and dissertation experience, but has only taught one (1) 3-credit introduction to education psychology course in educational psychology and counselor education. During the final (virtual) interview, the 1 WF had no involvement or professional experience with CACREP accreditation.

In the campus final interview: 1 OM has experience in the field working as a research assistant. The 1 OM is certified as a school counselor in the State of New Jersey, and holds a nationally certified counselor credentials (NCC) and is a licensed school counseling professional in New Jersey. The 1 OM is completing a doctorate from Rutgers University with a research agenda in school counseling and was working on a peer reviewed journal for completion in 2022. The 1 OM is currently employed as an adjunct faculty and research assistant at the Rutgers University. The 1 OM is trained in school counseling administration. The 1 OM has taught one (1) 3-credit course in an introductory school counseling course at Rutgers University, and is experienced in teaching online. The 1 OM is licensed as a school counseling provider, but the only teaching and administrative experience providing school counseling services is during the doctoral program in the practicum. During the final (virtual) interview, the 1 OM described having assisted in certain research aspects of the CACREP accreditation at Rutgers University, but having no direct review experience with CACREP accreditation.

In the campus final interview: 1 OF (goal candidate) has experience in the field working as a school counselor. The 1 OF (goal candidate) is certified as a school counselor in States of Nevada and North Carolina, holds a nationally certified counselor credentials (NCC) and is a licensed mental health professional in North Carolina. The 1 OF (goal candidate) received a doctorate from Kent State University with a research agenda in school counselor principal relationships and has published a book chapter, five articles in a peer reviewed journal and was awarded multiple grants totally over $2.5 million for her research in school counseling and access to education with Indigenous People. The 1 OF (goal candidate) is currently employed at the University of North Carolina in Pembroke, and volunteers in the community in a domestic violence shelter. The 1 OF (goal candidate) is trained in crisis response and has been deployed to several natural disaster crises through the Red Cross. The 1 OF (goal candidate) has taught both school counseling and clinical mental health counseling classes, and is experienced in teaching online. Although the 1 OF (goal candidate) is licensed as a mental health provider, the only teaching and administrative experience providing mental health counseling services was during the doctoral program in the practicum and internship. During the final (virtual) interview, the 1 OF (goal candidate) described having no experience with CACREP accreditation.

The selected candidate: 1 OM has an extensive teaching background and professional experience working in the field of clinical mental health. The 1 OM also provided counseling in a school

setting in Italy. The 1 OM is a nationally certified counselor in Italy and the United States as well as holding drug addiction certification in Italy and the United States. The 1 OM is also a nationally certified supervisor in Italy, but not certified in the United States. The 1 OM received a doctorate from Old Dominion University. The 1 OM has published a book chapter and two peer reviewed journal articles related international counseling. The 1 OM was a full-time visiting assistant professor for one year in Malta prior to serving as an adjunct faculty member at WCSU. The 1 OM has been extensively involved in service in clinical mental health professional organizations in Europe and Connecticut. During the final (virtual) interview, the 1 OM had an established relationship as an accreditation reviewer at Old Dominion University and WCSU for CACREP accreditation. The 1 OM has engaged in service as a faculty mentor to sponsor Chi Sigma Iota (counseling honor society) for the Spring 2021 semester at WCSU and through the development of a course on artificial intelligence taught at WCSU in the 2019 Intersession. The 1 OM has taught both clinical mental health and three (3) 3-credit counseling courses at WCSU, and is experienced in teaching online. The 1 OM has a strong flipped classroom style presentation on addictions that was engaging and interactive. The 1 OM has a strong instructional plan that was well organized. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Faculty category

INSTRUCTOR

Goal(s) (2): **1 White Male, 1 Black Female**
Hire(s) (0): **No hires conducted**

In this occupational category there were no searches conducted during the reporting period.

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 fundig cuts and the immediate 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 two (2) critical searches that were conducted and executed in the Faculty occupational categories.

Goal(s) (16): 6 White Females, 1 Black Male, 8 Black Females, 1 Other Female
Hire(s) (2): 1 Hispanic Male and 1 Hispanic Female

Director, Division of Enrollment Management–Admissions Office
Selection(s): 1 Hispanic Male

The Director 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 WCSU Admissions Office, please review the provided link at: https://www.wcsu.edu/admissions/.

Position Summary: The Director is responsible for the direction and administration of all phases of the Admissions Office's operations. Works closely with the Associate Vice President for Enrollment Services in the development of appropriate marketing & recruitment strategies and the coordination of the University's long and short-term recruitment goals. Responsible for fulfillment of the University's admissions goals and coordinating the Office of Admissions recruitment efforts. Analyzes credentials of applicants for admission in terms of the University's standards, programs and curricula. Interprets test data and prediction data for prospective students. Supervises professional, clerical and student employee staff. Recommends changes in admissions policies, procedures and curriculum development for the University as well as the CSU System. Supervises overall record keeping process and maintains and works with appropriate databases to maximize the effectiveness of the University's admissions and recruitment efforts. Delegate's responsibility and authority to subordinates in order to develop their professional and administrative skills. Closely interacts with the offices of: Academic Advisement, Registrar, and Financial Aid in coordinating the advising and scheduling of new students. Effectively presents to the public and all segments of the academic community. Interacts and communicates with secondary school and college administrators, faculty and guidance personnel. Travel to secondary schools, community colleges and regional recruitment events as needed.

Qualifications: A Bachelor's degree is required, Master's degree is preferred. Seven (7) years of college student enrollment and admissions experience, which must include three (3) years of supervisory experience in an admissions office or a related area. Experience recruiting in an urban setting and working in a diverse higher education college and/or university setting. Experience with use and maintenance of integrated enrollment information systems is desirable. Must possess the ability to deliver services to a culturally diverse population, create an atmosphere of customer-friendly service, and strong analytical and strategic planning skills. Bilingual proficiency preferred.

APPLICANT BREAKDOWN

Twenty-nine (29) applicants applied: 3 WM, 5 WF, 2 BM (goal candidates), 4 BF (goal candidates), 4 HM, 3 HF, 4 OM and 4 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
Search Process/Action								
Did not meet minimum education/training qualifications								
Did not meet the minimum work experience requirements	1	5		4	3	3	2	3
Did not submit a completed application/application material(s)								
Withdrew from search	1		1					

During the review of applications, the search committee precluded the following applicants:

Twenty-one (21) applicants did not have the miminum professional experience in the field appropriate (Seven (7) years of college student enrollment and admissions experience, which must include three (3) years of supervisory experience in an admissions office or a related area. Experience recruiting in an urban setting and working in a diverse higher education college and/or university setting) to this position: 1 WM, 5 WF (goal candidates), 4 BF (goal candidates), 3 HM, 3 HF, 2 OM and 3 OF (goal candidates)

Eight (8) applicants were extended (virtual) interviews: 2 WM, 2 BM (goal candidates), 1 HM, 2 OM and 1 OF (goal candidate).

During the scheduled (virtual) interviews, two (2) applicants, 1 WM and 1 BM (goal candidate), withdrew from the search.

Three (3) applicants were precluded after the in-person interviews due to a lack of supervisory experience in an admissions office or related experience and/or area or recruitment experience in an urban setting: 1 WM, 2 OM

Three (3) finalists were selected for final (virtual) interviews: 1BM (goal candidate), 1 HM and 1 OF (goal candidate). Of the three (3) finalists, two (2) applicants: 1 BM (goal candidate), 1 OF (goal candidate) were precluded from the search.

In the campus final interview: 1 BM (goal candidate) possessed eight (8) years of professional experience serving as an Assistant Director of Graduate Admissions at Post University. The 1 BM (goal candidate) had no involvement andl/or operation with the undergraduate admissions experience, and did not manage a large or professional admissions staff. In the current position, the 1 BM (goal candidate) is the head of a branch campus graduate admissions office with no experience using any relevant admissions software (CRM Target X) and only managing a clerical/operations staff with no admission recruiters. The 1 BM (goal candidate) does not have experience managing in a collective bargaining environment. The 1 BM (goal candidate0 had very long answers to the search committee questions in an attempt to make what he does relevant to the position, but did not possess the relevant experience to serve as a Director of Admissions.

In the campus final interview: 1 OF (goal candidate) possessed ten (10) years of undergraduate admissions experience serving as a Assistant Director of Muiticultural Admissions at the New Jersey Institute of Technology, but had no direct supervisory expernece and no understanding on the collaborative needs across the university campus pertaining to the Admissions Office. The 1 OF (goal candidate) has no experience managing in a collective bargaining environment. The 1 OF (goal candidate) previously worked with CRM Target X. The 1 OF did not have sufficient understanding of student recruitment in urban area(s) of New York and Connecticut.

The selected candidate: 1 HM possesses over fifteen (15) years of undergraduate admissions experience at Long Island University, Marist College and at the State University of New York. The 1 HM has worked with both our Sis Banner and CRM Target X admission systems. The 1 HM currently manages in a collective bargaining environment and has over ten (10) years of supervisory experience collaborating across campus to drive student enrollment. The 1 HM has a customer service philosophy of putting the customer (student) first, has a hands-on supervisory approach to keep his staff motivated and connected. This search did not meet a hiring goal, and WCSU welcomed the new hire in the Professional/Non-Faculty category

Division of Finance and Administration – Administrative Services Department
Selection(s): 1 Hispanic Female

The Director for the Administrative Services Department is responsible for providing expertise in purchasing and contract management, management of the university's purchasing (credit) card program, records compliance, mail services, property management, purchasing and shipping and receiving. For more information on the Administrative Services Department, please review the provided link at: https://www.wcsu.edu/adminservices/

Position Summary: Reporting to the Chief Financial Officer, the Director plans, directs, and controls all contractual activities for the University, including developing, negotiating, and executing vendor agreements, as well as managing and monitoring contracts for compliance with State and Federal statutes, Board of Regents policies, internal procedures, and contract terms and conditions. Supervises the University's purchasing, and supply services, including issuance of Requests for Proposal (RFP's), bid requirements, purchase orders, and personal service agreements, as well as managing CHRO compliance. Develops, publishes and implements detailed purchasing and contract compliance policies and procedures to ensure sound fiscal management. Conducts educational sessions to distribute information to the University community. Coordinates with the CSCU System Office and the State Attorney General's Office on any system-wide contractual activities, ensuring proper compliance with all prevailing regulations, policies, and procedures. Negotiates and manages contract administration auxiliary service contracts for food service, bookstore, laundry, and vending. Oversees the fixed asset (equipment) recording and monitoring system, administers the State Comptroller's Property Inventory Control System and completes the annual Property Inventory Report. Oversees the University's Surplus Property Control Office with the responsibility for proper disposal of surplus equipment. Prepares analytical reports, such as periodic and ad-hoc reports comparing year over year, trends, and plans over actuals. Supervises the University's Mailroom and Shipping & Receiving operations. Responsible for Records Management and Liability Insurance requirements Supervises and evaluates a staff of professionals, paraprofessionals and support personnel.

Qualifications: Master's degree required, preferably in accounting, purchasing management, financial management or a relevant business or public administration concentration. Six (6) or more years of experience in administrative services (purchasing, contract compliance, debit card programs) with experience with the formulation and implementation of policy. Demonstrated ability to develop complex and involved contracts, to negotiate these contracts with vendors and service providers, and to manage and monitor contracts in accordance with their terms and conditions, and applicable statutes, regulations, and policies. Prior supervisory experience is required. Must possess excellent communication, analytical, and interpersonal skills as well as the ability to work collaboratively across the campus community.

APPLICANT BREAKDOWN
Fifteen (15) applicants applied: 1 WM, 6 WF (goal candidates), 2 HF, 3 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
Search Process/Action								
Did not meet minimum education/training qualifications		2						2
Did not meet the minimum work experience requirements	1	4					3	1
Did not submit a completed application/application material(s)								
Withdrew from search								

During the review of applications, the search committee precluded the following applicants:

Four (4) applicants did not have the required education/trainng in the field appropriate to this position: 2 WF (goal candidates), 2 OF (goal candidates)

Nine (9) applicants did not have the required minimum years of professional experience in the field appropriate to this position (developing, negotiating, and executing vendor agreements, as well as managing and monitoring contracts for compliance with State and Federal statutes, and contract terms and conditions. Supervises the University's purchasing office, and supply services, including issuance of Requests for Proposal (RFP's), bid requirements, purchase orders, and personal service agreements, as well as managing CHRO compliance. Developing, publishing and implementing detailed purchasing and contract compliance policies and procedures to ensure sound fiscal management. Conducts educational sessions to distribute information to the University community): 1 WM, 4 WF (goal candidates), 3 OM and 1 OF (goal candidate)

Two (2) applicants were extended (virtual) interviews and final (in-person) interviews: 2 HF

Of the two (2) finalists, one (1) applicant: 1 HF were precluded from the search.

In the campus final interview: 1 HF serves as an Accountant in a not for profit organization in Connecticut. The 1 HF possesses eight (8) years of professional experience with being flexible and having moniorted time-management skills while proving to be collaborative and focused. The 1 HF is proficient in MS Excel for data analytics and budgeting. However, the 1 HF has no experience working with CORE-CT and/or lacks hands-on experience with procurement, auxiliary services and contracting. The 1 HF cited her strengths as effective and productive in using data and manages the data to have it available to end-users. The 1 HF shared professional experiences with implementation and streamlining of procedures and processes, audit and compliance as well as state, local and federal agencies. However, the 1 HF did not display strong communication skills and has supervised one staff employee in one year as a interim Accounting supervisor.

The selected candidate: 1 HF is currently serving as the City of Waterbury's Procurement Administrator. The 1 HF twelve (12) year of professional experience, which includes writing manuals and procedures, documenting finance process flows to help facilitate adherence to compliance and auditing. The 1 HF has worked with several federal, state and local agencies and understands compliance and audit regulations with purchasing card systems, CHRO contracting, bidding, and procurement requirements while adhering to the State of Connecticut policies. The 1 HF has had experience and a strong level of comfort with OPM and the State Attorney General's Offices. The 1 HF articulated skills and abilities to handle the various duties entailed in this position. The 1 HF has excellent organizational skills and is very detailed oriented from the interview responses provided. The 1 HF has a demonstrated level of proficiency in using Core-CT for bidding process and contracts, MS Excel and Access and uses these databases for analytics to

compare year-over-year performance indicators. The 1 HF has a high level of integrity, is passionate about working in higher education and the State, and brings expertise in both procurement and contracts. The 1 HF shared examples of flexibility in her schedule to focus on interruptions and short deadlines. The 1 HF spoke about being the hub between her staff and the CFO for transparency, and that effective communication is key to serve in this position. The 1 HF has been an Accounting manager for a finance staff of five (5) for more than five (5) years. This search did not meet a hiring goal, but 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 the immediate 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 two (2) critical searches that were conducted and executed in the Faculty occupational categories.

Goal(s) (5): 3 White Males, 1 Black Male, 1 Hispanic Male
Hire(s) (2): 2 White Females

Macricostas School of Arts and Sciences – Office of the Dean
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 Macricostas School of Arts and Sciences at Western Connecticut State University comprises nearly half of all university students and faculty. The Dean's Office is energetic and fast-paced. This position provides support to the Dean of the Macricostas School of Arts and Sciences 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 for the Dean's Office, serving as a first point of contact for students, faculty, and staff, as well as a wide variety of functional coverage and back-up support as needed to Macricostas School department staff. For more information on the Office of the Dean for the Macricostas School of Arts and Sciences, please review the provided link at: https://www.wcsu.edu/sas/

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

Three hundred and sixty seven (367) applicants applied from the DAS JOBAps system: 5 WM (goal candidates), 103 WF, 2 BM (goal candidates), 40 BF, 5 HM (goal candidates), 32 HF, 9 OM, 11 OF, 10 UnkMale, 70 UnkFemale and 80 Unknown Gender 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		UNKNOWN		
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Unknown
Search Process/Action											
Did not meet minimum education/training qualifications		3		1	1	3	4	1	5	5	14
Did not meet the minimum work experience requirements	4	92	1	35	2	24	5	2	1	40	50
Did not submit a completed application/application material(s)	1	1	1	2	1	3		3	4	25	16
Withdrew from search					1						

During the review of applications, the search committee precluded the following applicants:

Thirty-seven (37) applicants did not have the required education/trainng in the field appropriate (no educaton/clerical training) to this position: 3 WF, 1 BF, 1 HM (goal candidates), 3 HF, 4 OM, 1 OF, 5 UnkM, 5 UnkF, 14 Unknown.

Two hundred and fifty six (256) applicants did not have the required professional experience in the field appropriate to the position (Did not possess the four (4) years of experience above the routine clerk level in office support or secretarial work. Did not possess the familiarity with administrative and clerical work related to this position): 4 WM (goal candidates), 92 WF, 1 BM (goal candidates), 35 BF, 2 HM (goal candidates), 24 HF, 5 OM 2 OF, 1 UnkMale, 40 UnkFemale, 50 Unknown Gender.

Fifty-seven (57) applicants did not submit a completed application and/or application materials (i.e., resume, requested references: 1 WM (goal candidate), 1 WF, 1 BM (goal candidate), 2 BF, 1 HM (goal candidate), 3 HF (goal candidates), 3 OF, 4 UnkMale, 25 UnkFemale, 16 Unknown Gender.

One (1) HM (goal candidate) withdrew from the search before scheduled interviews.

Twelve (12) applicants were extended virtual interviews: 7 WF, 2 BF, 2 HF, 1 OF.

Of the twelve applicants: six (6) were precluded from the search because the applicants did not meeting the level of proficiency needed with the use of Microsoft Office including Outlook, Excel and Word; or have the professional xperience handling confidential materials/data, no proficiency and/or experience using Banner and/or no supervisory experience: 4 WF, 1 HF, 1 OF.

Six (6) were selected for final interviews: 3 WF, 2 BF, 1 HF. Of the Six (6) finalists, five (5) applicants: 2 WF, 2 BF, 1 HF were precluded from the search.

In the campus interview: 1 WF possessed three (3) years of clerical experience having served in a temporary clerk (part-time) position with the Cashier's Office at WCSU and proficient use of the Banner and CORE-CT system. However, the 1 WF did not articulate good strategies for time management and customer service skills and no experience working closely with the student population. The 1 WF had no supervisory experience and did not proficiently use certain MS Office Suite programs (i.e. MS Access, Excel and Powerpoint).

In the campus interview: 1 WF possessed one (1) year of administrative assistant experience having served as an Administrative Assistant with the Fiscal and Administrative Office with the University of Bridgeport with similar use of a HRIS student tracking system and CORE-CT (employee) systems. However, the 1 WF did not have experience working closely with the student population and no strategies for time management and customer service skills.

In the campus interview: 1 BF possessed two (2) years of clerical experience having served in an office clerk (part-time) in the Pre-Collegiate Access Programs at WCSU with proficient use of the Banner and CORE-CT system. However, the 1 BF had no supervisory experience and did not proficiently use certain MS Office Suite programs (i.e. MS Access, Excel and Powerpoint).

In the campus interview: 1 BF possessed one (1) year of clerical experience having served in a temporary office clerk position with the Office of Emergency Management and Maintenance with Post University with use of a similar maintenance service provider system. However, the 1 BF had no strategies for time management and customer service skills and no experience working closely with the student population. The 1 BF had no supervisory experience and did not proficiently use certain MS Office Suite programs (i.e. MS Access, Excel and Powerpoint).

In the campus interview: 1 HF possessed one (1) year of clerical experience having served in a student-paid internship (part-time) position with the Office of InterCultural Affairs at WCSU. The 1 HF had an understanding (as a student) with use of the Banner system, but had no experience

using the CORE-CT (employee) system. The 1 HF had no strategies for time management and customer service skills and no experience working closely with the student population. The 1 HF had no supervisory experience and did not proficiently use certain MS Office Suite programs (i.e. MS Access, Excel and Powerpoint).

The selected candidate: 1 WF possessed seven (7) years of professional experience as an administrative assistant while serving as the Interim Administrative Assistant with the Office of Enrollment Management at Naugatuck Valley Community College. The 1 WF had a prior administrative experience as an Assistnat to the Director of Community Engagement at Naugatuck Valley Community College, and is procificient in the use of Banner, CORE-CT and with all MS Office Suite programs (i.e., MS Word, Access, Excel, Powerpoint, Publisher, One Note, etc.). The 1 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 Finance and Administration – Office of the Chief Financial Officer
Selection(s): 1 White Female

Western Connecticut State University (WCSU) seeks an accomplished and strategic Administative Assistant to sereve in the Division of Finance & Administration. The Administrative Assistant for the Chief Financial Officer is responsible for assisting the Chief Financial Officer in the University's physical and financial resources, as well as serving as an assistant to implement policies and strategies to assure the institution's continued financial strength and thus, plays a critical role in the development and implementation of the University's Strategic Plan. Additional information on the division may be found at: www.wcsu.edu/financeadmin

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

Twenty-one (21) applicants applied: 10 WF, 5 BF, 3 HF and 3 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
Search Process/Action								
Did not meet minimum education/training qualifications		2		1				1
Did not meet the minimum work experience requirements		5		3		1		2
Did not submit a completed application/application material(s)								
Withdrew from search		1						

During the review of applications, the search committee precluded the following applicants:

Four (4) applicants did not have the required education/trainng in the field appropriate (no educaton/clerical training) to this position: 2 WF, 1 BF, 1 OF

Eleven (11) applicants did not have the required professional experience in the field appropriate to the position (Did not possess the four (4) years of experience above the routine clerk level in office support or secretarial work. Did not possess the familiarity with administrative and clerical work related to this position): 5 WF, 3 BF, 1 HF and 2 OF.

One (1) WF withdrew from the search before scheduled interviews.

Five (5) applicants were extended virtual final interviews: 2 WF, 1 BF, 2 HF. Of the five (5) finalists, four (4) applicants: 1 WF, 2 BF, 1 HF were precluded from the search.

In the campus interview: 1 WF did not appear or contact the university to continue with the interview search process.

In the campus interview: 1 BF possessed four (4) years of higher education background having worked as an Assistant to the Director of Accounting at Seton Hall University. The 1 BF was extremely organized and proficient with all the Microsoft Office products, as well as websites and social media. The 1 BF is proficient in creating pivot tables, departmental budgets and managing supply budgets. The 1 BF is creative and intuitive, creating and implementing programs for team success. The 1 BF believes in strong communication and being proactive. The 1 BF uses color coding in her calendar to stay on track and relies heavily on her planner. However, the 1 BF expressed hesitancy, during COVID, to maintain using Webex/MS Teams as the most effective communication. The 1 BF is willing to research the questions to find the answers (I.e. quick YouTube tutorial) to help someone on her own and believes in making herself available. The 1 BF cites her strengths as being detail oriented, thorough and easy to work with. The 1 BF did not demonstrate the skills and proficiency to hold this position with the CFO's office.

In the campus interview: 1 BF possessed six (6) years of professional experience as an Assistant to the Director of Financial Aid at Southern Connecticut State University. The 1 BF is proficient in Microsoft Word, websites and social media. The 1 BF has created pivot tables, charts/graphs and spreadsheets in Excel, but the 1 HF did not possess experience managing and/or monitoring budgets. The 1 BF thrives under pressure and says slowing down to check her work to maintain accuracy is one way she clarifies her work. The 1 BF uses MS Outlook as a tickler but says she keeps a mental list of the tasks at hand. The 1 BF cites being a people person and her skill sets as her strengths. The 1 BF had no supervisory experience.

In the campus interview: 1 HF possessed one (1) year of clerical experience having served in a student-paid internship (part-time) position with the Office of InterCultural Affairs at WCSU. The 1 HF (goal candidate) had an understanding (as a student) with use of the Banner system, but had no experience using the CORE-CT (employee) system. The 1 HF (goal candidate) had no strategies for time management and customer service skills and no experience working closely with the student population. The 1 HF (goal candidate) had no supervisory experience and did not proficiently use certain MS Office Suite programs (i.e. MS Access, Excel and Powerpoint).

The selected candidate: 1 WF possessed ten (10) years of professional experience as an Assistant to the Office of Dean at Purdue University. The 1 WF prioritize work and is comfortable with interfacing with the entire university. The 1 WF has excellent Microsoft Office programs and has also used Banner at Purdue's College of Education. The 1 WF is able to manage budgets, work with strategic plans, zero-based budgeting, tracking/spreadsheets and data analysis. The 1 WF relies heavily on Outlook and lists to keep herself and the office organized. The 1 WF cited herself as a "*problem solver who is able to figure it out.*" The 1 WF has interpersonal skills needed for this position and takes ownership and responsibility for anything that comes into the office to make sure any issues are resolved and dealt with. The 1 WF cited her strengths as a problem solver, being detail oriented and taking the initiative. This search did not meet a hiring goal, but WCSU welcomed the new hire in the Secretarial/Clerical 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.

Goal(s) (2): 1 Black Male, 1 Hispanic Female
Hire(s) (0): No hires

During the reporting period, there were no executed searches in the Technical and Paraprofessioanl 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 no critical searches that was conducted and executed in the Skilled Craft Workers occupational category.

Goal(s) (6): 1 Black Male, 5 Hispanic Males
Hire(s) (0): **No hires**

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 (except Custodian) occupational category.

Goal(s) (8): **1 Black Male, 2 Black Female, 4 Hispanic Male, 1 Hispanic Female**
Hire(s) (3): **1 White Male, 1 Black Male, 1 Hispanic Female**

Division of Environmental, Facilities and Operations – Maintenance Department (Three Positions)
Selection(s): 1 White Male, 1 Black Male (goal candidate), 1 Hispanic Female (goal candidate)

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 Maintainer (multiple positions) performs basic tasks of an unskilled nature (e.g. requiring little prior experience or training; most tasks can be learned quickly on the job) in one or several of the following areas: building and equipment maintenance (operational and remedial), grounds care, food services, operation of trucks of less than one ton capacity, and maintenance work in the parking garages.

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: Any experience and training which provide the knowledge, skills and abilities listed above. Preference will be given to applicants who can demonstrate in their application: prior custodial experience; commercial/Industrial cleaning experience; experience working in a large facility/multiple buildings; experience operating, caring for and performing minor maintenance on tools and equipment used in daily work; ability to perform simple record keeping. Must possess the ability to install bulletin boards, pictures, shelving, as well as move furniture.
Experience with snow removal.

APPLICANT BREAKDOWN

Seventy-one (71) applicants applied: 41 WM, 5 BM (goal candidate), 5 HM (goal candidate), 3 HF (goal candidates), 16 OM and 1 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), 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
Search Process/Action								
Did not meet minimum education/training qualifications								
Did not meet the minimum work experience requirements	31		4		3	1	11	1
Did not submit a completed application/application material(s)								
Withdrew from search					1	1	3	

During the review of applications, the search committee precluded the following applicants:

Fifty-one (51) applicants did not have the professional experience in the field appropriate to the position (building and equipment maintenance (operational and remedial), grounds care, food services, operation of trucks of less than one ton capacity, and maintenance work in building and the parking garages): 31 WM, 4 BM (goal candidate), 3 HM (goal candidate), 1 HF (goal candidate), 11 OM, 1 OF.

Five (5) applicants withdrew from the search before interviews: 1 HM (goal candidate), 1 HF (goal candidate), 3 OM due to the requirement of shift changes and scheduling mandates for the position(s).

Fifteen (15) applicants were extended in-person interviews: 10 WM, 1 BM (goal candidate), 1 HM (goal candidate), 1 HF (goal candidate), 2 OM. Of the Fifteen (15) finalists, twelve (12) applicants: 9 WM, 1 HM (goal candidate), 2 OM were precluded from the search.

In the campus interview: 9 WM possessed the required building and equipment maintenance (operational and remedial), grounds care, food services, operation of trucks of less than one ton capacity, and maintenance work in buildings and the parking garages. Each. WM candidate expressed an unwillingness to use required equipment (i.e., either the use of high height ladders, climb structures or lift equipment), and did not wish to work mandated weekend assigned shift(s).

In the campus interview: 1 HM (goal candidate) possessed the required building and equipment maintenance (operational and remedial), grounds care, food services, operation of trucks of less than one ton capacity, and maintenance work in buildings and the parking garages. The 1 HM (goal candidate) candidate expressed an unwillingness to use required equipment (i.e., the use high height ladders, climb structures or lift equipment), and did not wish to work mandated weekend assigned shift(s).

In the campus interview: 1 OM possessed the requird experience in the building and equipment maintenance (operational and remedial), grounds care, and maintenance work in buildings and the parking garages. The 1 OM candidate expressed an unwillingness to use required equipment (i.e., climb structures or lift equipment), and did not wish to work mandated weekend assigned shift(s).

In the campus interview: 1 OM lack the professional experience in the required building and equipment maintenance (operational and remedial), but had two (2) years of professional experience with grounds care and maintenance work. The 1 OM candidate expressed an unwillingness to use required equipment (i.e., climb structures or lift equipment), and did not wish to work mandated weekend assigned shift(s).

The selected candidate: 1 WM possessed the required building and equipment maintenance (operational and remedial), grounds care, food services, operation of trucks of less than one ton capacity, and maintenance work in the parking garages. The 1 WM has experience working on landscaping, building maintenance and snow removal. The 1 WM candidate had strong experience performing equipment maintenance and masonry work. The 1 WM expressed a willingness to be mandated to rotating work shifts and weekend assigned shift(s), and also to use required equipment (i.e., use of high height ladders, climb structures or lift equipment). This search did not meet a hiring goal, but WCSU welcomed the new hire in the Service Maintenance category.

The selected candidate: 1 BM (goal candidate) possessed the required building and equipment maintenance (operational and remedial), grounds care, food services, operation of trucks of less than one ton capacity, and maintenance work in the parking garages. The 1 BM (goal candidate) has experience working on landscaping, building maintenance and snow removal. The 1 BM (goal candidate) had experience performing masonry work. The 1 BM (goal candidate) expressed a willingness to be mandated to rotating work shifts and weekend assigned shift(s), and also to use required equipment (i.e., use of high height ladders, climb structures or lift equipment). This search did meet a hiring goal, and WCSU welcomed the new hire in the Service Maintenance category.

The selected candidate: 1 HF (goal candidate) possessed the required building and equipment maintenance (operational and remedial), grounds care, food services, operation of trucks of less than one ton capacity, and maintenance work in the parking garages. The 1 HF (goal candidate) has experience working on building maintenance and snow removal. The 1 HF (goal candidate) had experience performing snow removal and operating machinery for snow removal. The 1 HF (goal candidate) expressed a willingness to be mandated to rotating work shifts and weekend assigned shift(s), and also to use required equipment (i.e., use of high height ladders, climb structures or lift equipment). This search did meet a hiring goal, and 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 – Custodian occupational category.

Goal(s) (10): 4 White Males, 1 Black Female, 2 Hispanic Males, 3 Hispanic Females
Hire(s) (0): No hires

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 no critical searches that was conducted and executed in the Protective Services – All Titles occupational category.

Goal(s) (2): 1 White Male and 1 Hispanic Male
Hire(s) (0): No hires

PROMOTION GOALS
April 1, 2020 – March 31, 2021

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 promotions that was conducted and executed in the identified executive and administrative occupational categories below.

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

Goal(s) (19): 4 Black Males, 1 Black Female, 7 Other Males, 7 Other Females
Promoted (2): 1 White Male and 1 Black Male (goal candidate)

Progress: There were two (2) faculty members who applied for promotion to Professor – 1 WM, 1 BM (goal candidate).

The two (2) 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 two (2) promotions (1 WM, 1 BM), all were interviewed and promoted. One promotional goal (1 BM) was achieved.

ASSOCIATE PROFESSOR
Goal(s) (13): 5 White Males, 5 White Females, 1 Hispanic Male, 2 Hispanic Females
Promoted (7): 4 White Females, 2 Black Females, 1 Other Male

Progress: There were seven (7) faculty members that applied for promotion to Associate Professor: 4 WF (goal candidates), 2 BF, and 1 OM.

Seven (7) applicants were recommended for promotions based on the evaluations of the DEC, the Deans, the Promotion and Tenure Committee and the Provost. The criteria for promotion set forth in the contract include a terminal degree, years of successful teaching, strong scholarship, including publications and service to the University. The faculty member's portfolio is reviewed and evaluated by the DEC, the Dean and the Promotion and Tenure Committee and the Provost. Each constituent makes a recommendation which is forwarded to the Provost and President. The Provost then makes recommendations to the Connecticut State Colleges and Universities (CSCU) System Office and the Board of Regents for Higher Education.

Of the seven (7) promotions: 4 WF (goal candidate) , 2 BF, and 1 OM, all were interviewed and promoted. Four (4) promotions (4 WF) promotional achieved goals.

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, 2020 – March 31, 2021

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 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, 2020 – March 31, 2021

As a result of the critical analysis of Western Connecticut State University ("WCSU" or "University") 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:

During the 2020-2021 Affirmative Action reporting period, the University implemented and/or executed 100% the following **below three (3) listed program goals**:

1) A program goal was set for the WCSU Office of Diversity and Equity ("ODE") to develop and implement the university's Pride LGBTQ Office. The Chief Diversity Officer will oversee the operation and management of the new university office to better assess and identify any issues of discrimination and/or disparate treatment within the university.

   Progress: This goal was fully achieved. The Chief Diversity Officer worked to achieve this programmatic goal by implementing and establishing the WCSU Pride Cener within the university. The new office was executed (completed) on April 15, 2021.

2) A program goal was set for the WCSU Office of Diversity and Equity ("ODE") to appoint the Deputy Title IX/Pride LGBTQ Coordinator for the university's Pride LGBTQ Office. The Chief Diversity Officer will supervise of the new appointee to better assess and identify any issues of discrimination and/or disparate treatment within the university.

   Progress: This goal was fully achieved. The Chief Diversity Officer appointed a newly developed position for a Deputy Title IX/Pride Center Coordinator to oversee and monitor the WCSU Pride Cener within the university. The new position was executed (completed) on April 23, 2021.

3) A program goal was set for the WCSU Office of Diversity and Equity ("ODE") has entered into a partnership/recruitment initiative with the Hispanic Educational Technology Services ("HETS") through the Hispanic Association of Colleges and Universities ("HACU") to diversify our recruitment and professional development efforts in upcoming administrative and faculty searches and student-related technology services that are aimed at the diversification of our university student recruitment and workforce initiative(s). More information to follow on this potential collaboration/resource expansion.

   Progress: This goal was fully achieved. The Chief Diversity Officer worked with Cabinet members on a HETS Working Group to advise the President on best strategies and an implementation plan to achieve this programmatic goal to incorporate HETS as a cerntralized resources for university students, faculty and staff from underrepresented groups. The Chief Diversity Officer will also 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 June 2021, and executed (completed) on August 30, 2021.

Section N

Element No. 14

CAREER MOBILITY

Sec. 46a-68-91

Career Mobility

Under Section 46a-68-91(a) of the Affirmative Action Regulations of Connecticut State Agencies, the University makes every effort to provide a centered-career (upward) mobility program, as required by section 46a-68 of the Connecticut General Statutes, for occupational groups, which includes, but is not limited to, secretarial, clerical, supervisory clerical, semi-skilled, crafts and trades, supervisory crafts and trades, custodial, supervisory custodial and laborers. The University makes provision for career counseling for such occupational groups.

The 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 (5) 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 (virtual) career counseling sessions as well as referral for identified training(s) were documented:

University's Career Mobility Program
Employee Records from April 1, 2020 to March 31, 2021

Occupational Category	No. of Participants	Gender		Ethnicity				
				White	Black	Hispanic	Asian	Other
Management/Confidential	0	Male	0					
		Female	0					
Faculty	0	Male	0					
		Female	0					
Professional/Non-Faculty	1	Male	0	1				
		Female	1	WF				
Secretarial/Clerical	1	Male	0		1			
		Female	1		BF			
Service Maintenance	0	Male	0					
		Female	0					
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, Western Connecticut State University ("WCSU" or "University") has demonstrated good faith efforts when it engaged in the initiatives articulated in subsections (a) to (d), inclusive, of this section:

WCSU 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 on-line. 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:

During the 2020-2021 academic year and with the COVID-19 pandemic, youth programs have been modified to virtual engagements. To better explain the function of the following programs, WCSU sponsored 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 (*see provided attachments and documentation on report period virtual and in-person activities*).

(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 – 3 WF
- Ancell School of Business – 1 WM, 1 WF, 2 OM, 2 OF
- Alumni Office – 1 WF
- Diversity and Equity – 1 WM
- Division of Student Affairs – 3 WM, 2 WF, 3 BM, 1 BF, 1 HM
- Enrollment Management – 1 HF, 1 OM
- Graduate Studies – 2 WF
- Honors Program – 2 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, 2 WF, 1 BM, 2 HF, 2 OF
- 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
- School of Prof. Studies – 1 WF, 1 BF, 1 OM
- VPAC – 1 WF, 1 BM, 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 "HANDSHAKE" to provide all students with an important source/link to various internship referrals, career-related events, and career exploration tools. Most importantly, HANDSHAKE 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: **University's Child Care Center**
During the reporting period, the University discontinued the use/function of the Child Care Center.

(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

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 (Virtual) 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 (virtual links and copies attached), you can visit the Office of Diversity and Equity website link(s) at:
https://www.wcsu.edu/diversity/diversity-virtual-activities-calendar-fall-2020-draft/
https://www.wcsu.edu/diversity/spring-2021-diversity-virtual-events-calendar/

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/

Western's Day of Service

During the 2020-2021 academic year, the University did not schedule/host its annual Western Day of Service due to the COVID-19 pandemic. As time continues with the progress of campus operations managing COVID-19 vaccinations, in-person events will continue to be re-evaluated until further notice.

Generally, this 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/

Fairfield County's Community Foundation – Giving Day

On February 25, 2021, 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://fccfoundation.org/community-impact-fund/center-nonprofit-excellence/giving-day/

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 has been distributed virtually and is available to the university community.

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:

- **WCSU for Holistic Health Studies – Health, Fitness and Wellness Fair (Cancelled due to COVID-19)**

  During the 2020-2021 academic year, the University did not schedule/host its annual Health, Fitness and Wellness Fair due to the COVID-19 pandemic. As time continues with the progress of campus operations managing COVID-19 vaccinations, in-person events will continue to be re-evaluated until further notice.

  In past semesters, the University hosted a Health, Fitness and Wellness Fairs 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/

- **Inter-Cultural Festival (Cancelled due to COVID-19)**

  During the 2020-2021 academic year, the University did not schedule/host Inter-Cultural Festival due to the COVID-19 pandemic. As time continues with the progress of campus operations managing COVID-19 vaccinations, in-person events will continue to be re-evaluated until further notice.

  The Department of Social Work and the Office of InterCultural Affairs have hosted the InterCultural Festival where campus clubs and organizations will represent their culture in a celebration of diversity in all forms. There will be food featuring, "The Taste of South Africa," world music, games, giveaways, and club information tables. The event was open to the public.

- **Spring 2021 Semester M.F.A. Artist (Virtual) Lecture Program**

  Various 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 **February. 2021 to April, 2021.** All (virtual) lectures, sponsored by the WCSU Department of Art M.F.A. in Visual Arts program, were arranged at the Visual and Performing Arts Center on the WCSU Westside campus, 43 Lake Ave. Extension in Danbury. Virtual admission was free and the university community and public was invited to register for this virtual event.

  For more information about the various virtual event(s), please visit:
  https://www.wcsu.edu/art/category/art-events/

- **WOW: What's On at WCSU? Virtual Student Calendar**
  The Division of Student Affairs ("Student Affairs") at WCSU, as an integral partner in the university experience, is dedicated to the achievement of excellence in all student endeavors. Student Affairs is committed to preparing students for lifelong learning and leadership as ethical and responsible citizens in a diverse and global community. Student Affairs has created a virtual student calendar called WOW to educate our students on the various opportunities, initiative and events (virtual and in-person) on our campuses.

  For more information about this virtual student initiative/calendar, please visit:
  https://www.wcsu.edu/wow/events/

- **December 1, 2020: World AIDS Day**

  During the 2020-2021 academic year, the University did not schedule/host Inter-Cultural Festival due to the COVID-19 pandemic. As time continues with the progress of campus operations managing COVID-19 vaccinations, in-person events will continue to be re-evaluated until further notice.

  The University's Office of InterCultural Affairs and the Gay-Straight Alliance participated (at past events) in World AIDS Day in the lobby of the Student Center on the WCSU Midtown campus. During this academic year, WCSU has launched the Pride Center, and as such, a representative from the Pride Center and the AIDS Greater Danbury Project (i.e., APEX Community Care) will work collaboratively on scheduled events/presentations. The event will be 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**

  During the 2020-2021 academic year, the University did not schedule/host it's annual internship fair due to the COVID-19 pandemic. As time continues with the progress of campus operations managing COVID-19 vaccinations, in-person events will continue to be re-evaluated until further notice.

  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 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/

- **2020-2021 Career Success Center Job Fairs**

During the 2020-2021 academic year, the University did not schedule/host Inter-Cultural Festival due to the COVID-19 pandemic. As time continues with the progress of campus operations managing COVID-19 vaccinations, in-person events will continue to be re-evaluated until further notice.

On March 30, 2021, March 31, 2021, and April 6, 2021, the University's Career Success Center hosted virtual 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: https://www.wcsu.edu/careersuccess/career-fair/

Section P

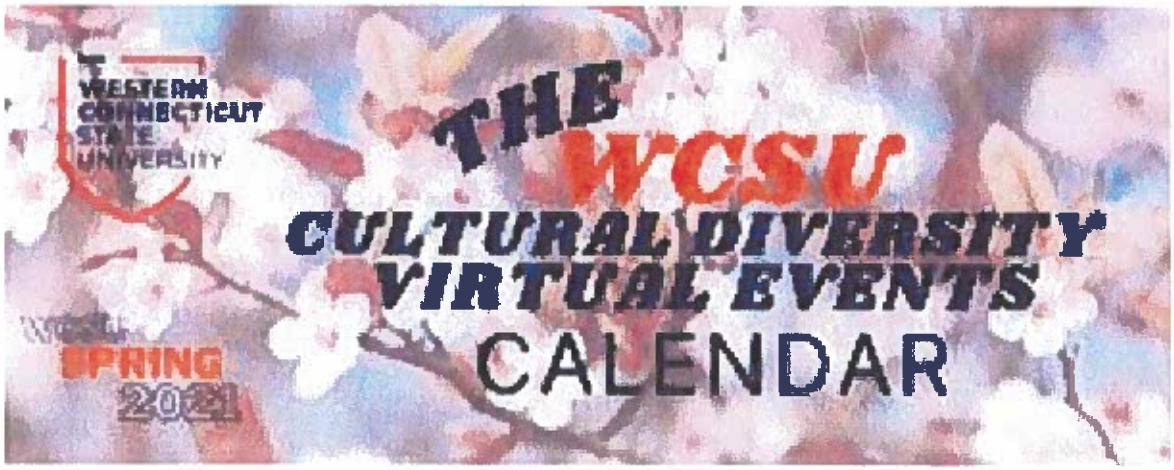
Element No. 16

INNOVATIVE PROGRAMS

Sec. 46a-68-93

(ATTACHMENTS AND DOCUMENTATION)

Diversity (Virtual) Events Calendar – Spring 2021



Spring 2021 is here! WCSU welcomes you to the spring semester. While the university continues to operate according to the university and state COVID-19 guidelines, there are various university officers that are still available to support our campus community through engaging programs and student initiatives. Please review our virtual calendar for heritage month(s) and cultural diversity programming (additional information will be updated and forthcoming).

University Announcement(s)

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.

Study participation for 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.

Please click here to view the flyer/announcement to participate in a scheduled focus group for this project. For more information, please contact Karen McLean by email at mcleank@wcsu.edu.

Speak Your Truth, Own Your Truth: Roundtable Discussion Series

Sponsored by the WCSU SUOAF-AFSCME Minority Recruitment and Retention Committee

In this far-reaching roundtable series, discussion about the varying issues the pandemic locally and globally, have surfaced particularly with regards to mental health and isolation. Each virtual discussion addresses that sort of psychological and social toll the pandemic has taken on various ethnic/racial groups, in the context of civil unrest and anti-racist protests, such as:

1. How do people, in this country and elsewhere, manage the responsibilities and strains of living in multigenerational homes, and the attendant risks of transmission vulnerable generations?

2. What challenges have the social, environmental, ethical, and political landscape posed to managing and combatting the pandemic, here and abroad?

For more information, please click here to view the poster/flyer and information to virtually attend the scheduled sessions on Wednesdays, from 12:00 p.m. to 1:00 p.m., on March 3, 2021, March 24, 2021 and April 21, 2021.

CREATING CALM (Virtual) Group

Sponsored by the WCSU Office of Counseling Services

Stress is everywhere, we all experience it and depending on what's going on in our lives we have more or less of it at times. Drop-in and have a conversation about ways to create more moments of calm during stressful times and learn simple techniques such as mindfulness and breathing to aid in the process. No registration is needed!

Facilitated by: Deborah Augenbraun, PsyD

Every Tuesday, from 3:00 p.m. to 4:00pm, beginning on January 26, 2021

Webex URL: https://wcsu.webex.com/meet/counselingservices

Coping through COVID-19

Sponsored by the WCSU Office of Counseling Services

COVID-19 has led to significant changes in daily life. Drop-in and connect to share, process, and learn ways to navigate these challenging times.

Facilitated by: Kelly Copeland, PsyD

Every Wednesday, from 2:00 p.m. to 3:00 p.m., beginning on January 27, 2021

Webex URL: https://wcsu.webex.com/meet/counselingservices

Let's Talk Support (Virtual) Group

Sponsored by the WCSU Office of Counseling Services

Do you have a specific problem related to yourself or a friend? Would you like the perspective of a Counselor, but are not interested in attending ongoing counseling? Would you like to learn more about WCSU Counseling Services?

Drop-in for a free and confidential informal consultation with a WCSU Counselor. No appointment is needed!

Simply use the Webex URL below during the time of the program to connect with a Counselor. If the Counselor is speaking with another student, the Counselor will be notified that you are waiting and will be with you shortly.

Every Thursday, from 2:00 p.m. to 3:00pm, beginning on January 28, 2021

Webex URL: https://wcsu.webex.com/meet/counselingservices

Girl Talk Support (Virtual) Group

Sponsored by the Women's Center for Greater Danbury

Every semester the Women's Center facilitates a virtual 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. In the Spring 2021 semester, these meetings will be (virtually) held for one hour a week for over an 6-week period. The time and day is still TBD, but the group will begin meeting **on and after February 17, 2021 at 1:00 p.m.** In order to determine a time that works for the greatest number of people, students will be asked to participate in our doodle poll link that will be sent by a member of the Women's Center.

If you know of a student whom you think might benefit from a virtual support group, please encourage them to contact a member of the Women's Center for Greater Danbury either by email to Ms. Holly Berlandy at holly.b@wcogd.org or call by phone at (203) 837-3939 for more information.

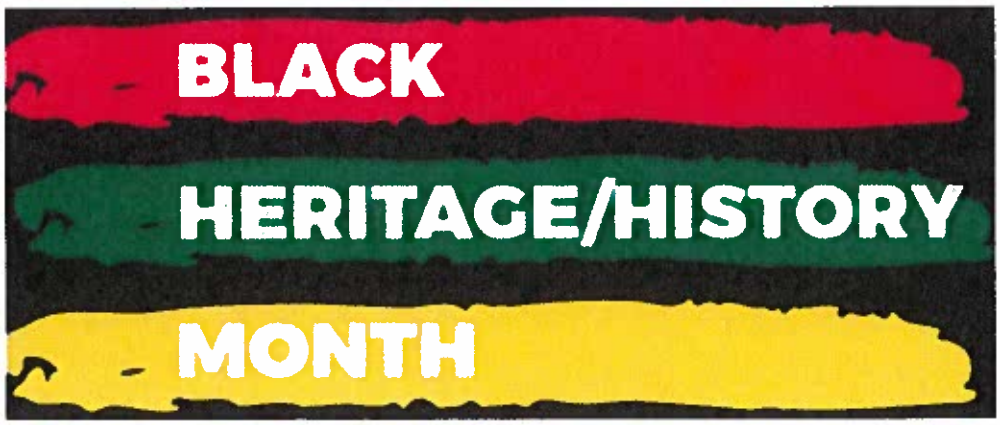
Hope and Healing (Virtual) Support Group

Sponsored by the Women's Center for Greater Danbury

The Women's Center facilitates a virtual 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 (virtually) through ZOOM.

For more information on when the group will meet and for group registration, students can contact the Women's Center for Greater Danbury either by email to Ms. Holly Berlandy at holly.b@wcogd.org or by phone at (203) 837-3939 for more information.

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.



Coming into 2021, this month takes on a significant meaning to how our university community can delve into these upcoming list of virtual offerings on and off our campuses.

On-Campus (Virtual) Event(s)

BHHM Event: History and Heritage Month Lunch/Dinner Campus Showcases

BHHM Lunch Special

Saturday, February 13th, from 12:00 p.m. to 3:00 p.m.

Midtown Campus, Student Center Restaurant & West Side Campus, Student Market Place

SoulFood

BHHM Dinner Special

Wednesday, February 17th, from 4:00 p.m. to 8:00 p.m. **Midtown Campus, Student Center Restaurant**

BHHM Dinner Special

Thursday, February 25, from 4:00 p.m to 8:00 p.m.

West Side Campus, Campus Center Market Place

Sponsored by Sodexo Food Service, the Division of Student Affairs and the Office of InterCultural Affairs.

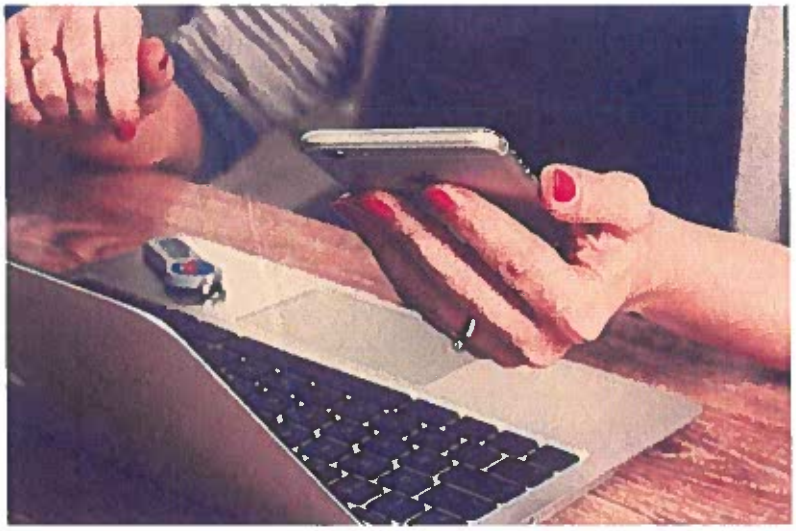
Sodexo will be serving authentic cuisine in honor of Black History and Heritage Month. Students can use a meal swipe or Flex Points. These events are also open to the public with a surcharge of $10.00 per person.

BHHM Event: Communicating with Students of Color

Wednesday, February 3rd, from 3:00 p.m. to 4:00 p.m.

Sponsored by members of the WCSU Racial Justice Coalition and SignalVine

While communicating with students poses its own challenges, overcoming those barriers and reaching out to underrepresented students is an integral part of higher education. Students of color have been disproportionately impacted by COVID and the increasing levels of social unrest in 2020. These add heavy burdens on these students not only physically and emotionally, but also can impede them from attending and completing higher education degrees. This is why it is especially urgent to implement personalized and relationship oriented communication to ensure that these students feel fully seen and heard.



Students from every background will benefit and are encouraged to attend. Please click here for more information or to register for this virtual event.

BHHM Event: Dear Black Male

Monday, February 8th, from 9:00 a.m. to 10:30 a.m.

Sponsored by the faculty of the Social Work Department and the Office of Diversity and Equity

This webinar will focus on how historical and systemic inequity continues to exist for Black Males. Although some of these biases may be unconscious, stereotypes and the misrepresentation of Black Males in the media often interferes with their ability to receive fair treatment. Some Black males develop a sense of distrust towards community supports such as law enforcement and mental health providers, which can hinder their willingness to seek and engage in services.

Participants will:

- Explore how systematic oppression, implicit bias, and unaddressed physical and mental health can impact Black Males.
- Identify how cultural responses to mental health can impede Black male's willingness to participate in counseling.
- Discover specific skills intended to engage with Black Males more effectively.
- Learn skills to promote psychological safety of the Black male.
- Be offered skills and techniques to assess and evaluate how their own values and experiences with Black Males contribute to service delivery.

Please click here for more information and to register for this virtual event.

Sponsored CSCU Event:

BLACKBALLED: The Black and White Politics of Race on America's Campuses with Mr. Lawrence Ross

Wednesday, February 10th, from 2:00 p.m. to 3:00 p.m.

Sponsored by the Student Government Association at various CSCU institutions (see below)

The Student Government Associations at Manchester Community College, Asnuntuck Community College, Capital Community College, Eastern Connecticut State University, and the Naugatuck Valley Community College are proud to present an afternoon with Mr. Lawrence Rossi, bestselling author, lecturer, writer, filmmaker, and social media and consumer trends expert. Mr. Ross will be presenting material from his book "***Blackballed: The Black and White Politics of Race on America's Campuses.***" Mr. Ross will be on hand to answer questions immediately following the presentation.

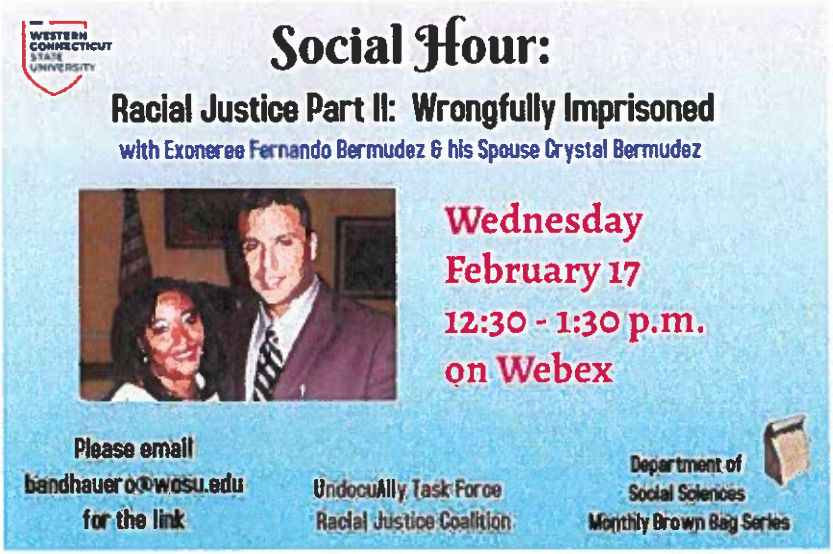
Anyone interested can send questions in advance via email (to tbarber@manchestercc.edu), or via WebEx chat to Trent Barber (host) during the virtual event so that any pre-advanced questions can be relayed to Mr. Ross. This virtual event is open ONLY to students, faculty, and staff of the CSCU System and requires logging in using your CSCU net credentials to gain access.

Click the provided link to access the virtual program: https://ctedu.webex.com/webappng/sites/ctedu/dashboard/enforceVerifyEmail?userId=602948607

For more information on Mr. Ross and his work, please click the link found here: https://thelawrenceross.com/

Sponsored Department/Office Event:

WRONGFULLY IMPRISONED



Wednesday, February 17th, from 12:30 p.m. to 1:30 p.m.

Sponsored by members of the Social Sciences Department, WCSU Alumni Association, UndocuAlly Taskforce and Racial Justice Coalition

The Department of Social Sciences will host a social hour via WebEx. "*Wrongfully Imprisoned*" will feature Exoneree Fernando and his wife, Crystal Bermudez. Bermudez spent eighteen (18) years in prison for a crime he did not commit. Members of the campus community are invited to hear his powerful story and the PTSD experienced since being exonerated in 2009.

For more information on this story, please click the provided link: www.representjustice.org/speakers/fernando-bermudez/.

For the link to join, send an email to bandhauerc@wcsu.edu

Sponsored Office Event: Love Better Instagram Live Event

Thursday, February 18th, from 12:00 p.m. to 1:00 p.m.

Sponsored by the Women's Center for Greater Danbury

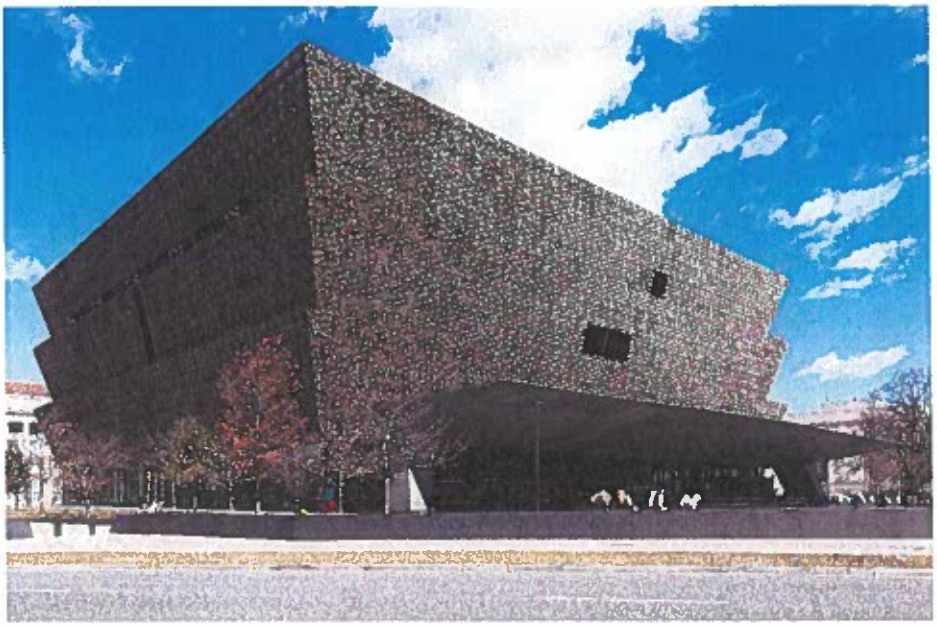
The Women's Center of Greater Danbury is sponsoring the this virtual event to discuss how

couples can enhance an already healthy and loving relationship, conflict resolution techniques, love languages, and more!

To join: please click the Instagram link at: @wcogd_oncampus

Virtual Tour(s), Article/Book Recommendation(s) and Videos

Link to the Smithsonian National Museum of African American History and Culture: https://nmaahc.si.edu



In celebration of African American/Black History Month, the Museum has an array of digital resources to preserve, digitize and share African American history.

The National Museum of African American History and Culture (NMAAHC) is the only national museum devoted exclusively to the documentation of African American life, history, and culture. It was established by Act of Congress in 2003, following decades of efforts to promote and highlight the contributions of African Americans. To date, the Museum has collected more than 36,000 artifacts and nearly 100,000 individuals have become members.

The Museum opened to the public on September 24, 2016, as the 19th and newest museum of the Smithsonian Institution.

There are four pillars upon which the NMAAHC stands:

1. It provides an opportunity for those who are interested in African American culture to explore and revel in this history through interactive exhibitions

2. It helps all Americans see how their stories, their histories, and their cultures are shaped and informed by global influences

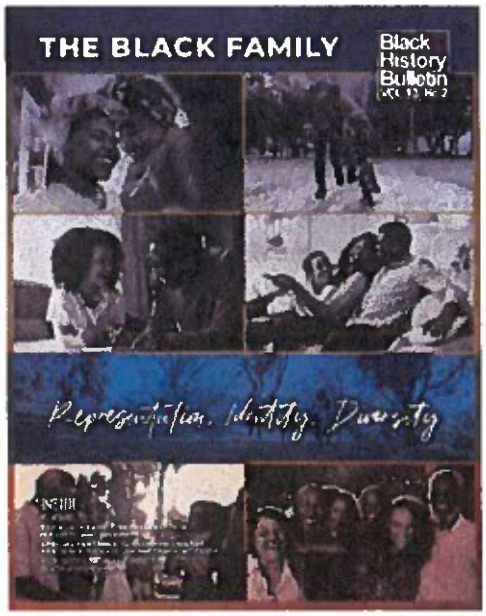
3. It explores what it means to be an American and share how American values like resiliency, optimism, and spirituality are reflected in African American/Black history and culture

4. It serves as a place of collaboration that reaches beyond Washington, D.C. to engage new audiences and to work with the myriad of museums and educational institutions that have explored and preserved this important history well before this museum was created.

The NMAAHC is a public institution open to all, where anyone is welcome to participate, collaborate, and learn more about African American/Black history, culture and available book listing(s).

Link to the Association for the Study of African American Life and History ("ASALH"): https://asalh.org/festival/

This year the ASALH theme is "**The African American/Black Family: Representation, Identity, and Diversity"**



The black family has been a topic of study in many disciplines—history, literature, the visual arts and film studies, sociology, anthropology, and social policy. Its **representation, identity, and diversity** have been reverenced, stereotyped, and vilified from the days of slavery to our own time. The black family knows no single location, since family reunions and genetic-ancestry searches testify to the spread of family members across states,

nations, and continents. Not only are individual black families diasporic, but Africa and the diaspora itself have been long portrayed as the black family at large. While the role of the black family has been described by some as a microcosm of the entire race, its complexity as the "foundation" of African American/Black life and history can be seen in numerous debates over how to represent its meaning and typicality from a historical perspective—as slave or free, as patriarchal or matriarchal/matrifocal, as single-headed or dual-headed household, as extended or nuclear, as fictive kin or blood lineage, as legal or common law, and as black or interracial, etc. Variation appears, as well, in discussions on the nature and impact of parenting, childhood, marriage, gender norms, sexuality, and incarceration. The family offers a rich tapestry of images for exploring the African American past and present.

The ASALH has a host of virtual events and offerings during the month of February that will offer education and insight into this year's theme and how we can better understand African American/Black Life and History.

A Timely Bit of Black History

Check out an interview with Sylvester Boyd, Author, Actor, Speaker, and Historian which highlights the lives of over fourteen notable African Americans. This is a timely 5-minute video will illustrate and spark up the conversation in classrooms and/or in your communities around Black history.

Bias in Automation is a Growing Problem that Desperately Needs Your Attention

Although respondents to a recent study named bias in programming and data as the second-most important ethical issue, almost half (45%) of businesses do not check their technology for gender or racial bias. Furthermore, in a recent survey by the CDO PowerCircle, we learned that over 60% of senior leaders believe that automation and artificial intelligence known as "AI" will automatically lead to a more bias free workforce, workplace and marketplace. This means that more people and business analytics reports are very likely tainted with biases and senior business leaders that are not actively "minding the store."
To learn more, please click this link about how we can (either in the classroom or workspace) incorporate diversity, equity and inclusion: https://www.hrdive.com/news/as-companies-prioritize-tech-in-strategic-planning-data-bias-is-a-risk/593820/

A Subtle and Harmful Microaggression: Untitling and Uncredentializing Professional Women

Omitting titles and credentials like Doctor and/or Congresswoman for women (especially more so for women of color) while using them for men is a practice that diminishes women's perceived authority and credibility. This is a behavior that needs to be corrected.

To learn more, please click on this link to this Fastcompany article: https://www.fastcompany.com/90596628/we-need-to-stop-untitling-and-uncredentialing-professional-women?partner=feedburner&utm_source=feedly&utm_medium=webfeeds&utm_campaign=Feed%3A+fastcompany%2Fheadlines+%28Fast+Company%29

Growing From Our Unintentional Exclusion Experiences

How we react to someone who points out a behavior on our part that results in unintentional exclusion will determine whether or not we grow as inclusive leaders. Either we will retreat to a defensive position or we will step up and grow.

To learn more, please click on this link on this insightful Forbes article: https://www.forbes.com/sites/simonemorris/2021/01/27/inclusion-illusion-4-ideas-to-take-the-mystery-out-of-unintentional-exclusion/?sh=3305d1ce7daa

(Virtual) Activities and Event(s) In Danbury

Danbury Library (Facebook): https://danburylibrary.org

170 Main Street
Danbury CT 06810203-797-4505
Google Map

Virtual Event: African American Heroes

Tuesday, February 9, 2021, from 2:00 pm – 2:15 pm

Leaders, activists, scientists, authors, musicians, actors, explorers, athletes... celebrating African American heroes who've made history! Each listed video, a user will learn about a different person and the achievements in history. Registration is not required. Please note, this is a pre-recorded virtual event on Facebook. Tune in when it airs live, or visit our Facebook at a later time and watch it then. You do not need a Facebook account to participate. To join: please click the link at https://www.facebook.com/danburylibrary/videos.

Featured African American Hero: Marian Anderson

Marian Anderson's performance at the Lincoln Memorial:

Marian Anderson was an African-American contralto and one of the most celebrated singers of the 20th century. In 1939, the Daughters of the American Revolution (DAR) refused permission for Anderson to sing to an integrated audience in Constitution Hall. The incident placed Anderson into the spotlight of the international community on a level unusual for a classical musician. With the aid of First Lady Eleanor Roosevelt and her husband

Franklin D. Roosevelt, Anderson performed a critically acclaimed open-air concert on Easter Sunday, April 9, 1939, on the steps of the Lincoln Memorial in Washington, D.C. She sang before a crowd of more than 75,000 people and a radio audience in the millions. Anderson continued to break barriers for black artists throughout the United States.

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 about empowerment and strength to post on social media. If you are interested in participating, please submit your written story to ode@wcsu.edu by **Wednesday, February 24, 2021** 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.

On-Campus (Virtual) Event(s)

WHM Event: International Women's Day Photo and Story Submission

Sponsored by the Women's Center for Greater Danbury

Students can send a photo of a woman that inspires them and a short paragraph that explains why or how they inspire them. The woman they choose to highlight can be someone they know or a historical figure. Submissions can be sent to Ms. Cara Mackler at cara.m@wcogd.org no later than Friday, March 5th, 2021 and submissions are automatically entered into a raffle for an Amazon Echo Dot.

Sponsored Department/Office Event:

Boys in the Band

Virtual Streamed-Interview viewing for Wednesday, March 24th, 2021 and Friday, March 26th, 2021

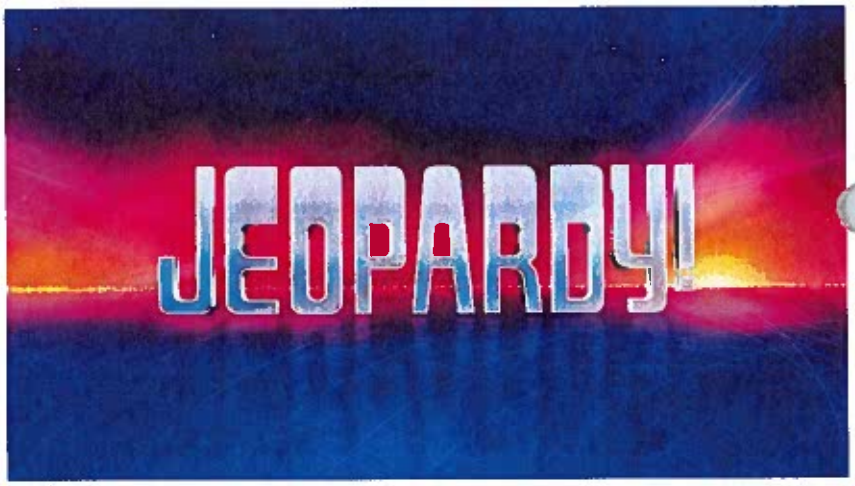
Sponsored by the Theater Arts Department and the Office of Diversity and Equity

In conjunction with the Theatre Arts department's Queer Theatre course, Tony Award-nominated actor Lou Liberatore sits down to chat about his career, his experience with Mart Crowley's characters from The Boys in the Band and The Men from the Boys, and navigating queer politics in the theatre over the past four decades.

Hosted by Theatre Arts student Jordan Cowan and Professor Donald Gagnon
Open to the WCSU Community and the public
Registration will open on March 18, 2021 to view the virtual recording which can be found at: **wcsuvpac.eventbrite.com**

Sponsored Office Event: Jeopardy with the WCSU Library

Friday, March 26th, from 6:00 p.m. to 7:00 p.m.



Sponsored by the Women's Center for Greater Danbury

The Women's Center, in collaboration with the WCSU Library, are hosting a Women's Center themed Jeopardy. The participating winner will receive a wireless HP Printer!

For more information, virtual event details will be posted on the Women's Center Instagram page: @wcogd_oncampus. If you have any questions, please feel free to contact Ms. Cara Mackler at cara.m@wcogd.org.

WHM Event: Virtual Coffee with the New WCSU Diversity Council

Campus Discussion on Community/Personal Trauma & Self Care

POSTPONED AS A LIVE-STREAM VIRTUAL RECORDING FOR APRIL 27, 2021 TO APRIL 29, 2021

Sponsored by the WCSU Diversity Council
Join us virtually to meet with our newly appointed members of the WCSU Diversity Council in an informal setting to give students, faculty and staff a chance to voice their concerns, share their opinions, and make an impact on the future of Western Connecticut State University as it pertains to the recent national tragedies and events and its impact on the WCSU community. Members of the WCSU Diversity Council will serve as panelists to discuss strategies and proposed action on campus, but also to engage with participants on shared concerns and opinions about campus matters.
This virtual event will be recorded on April 15, 2021 and posted during the above-mentioned date(s) for public viewing. More information will be posted on the participation registration and viewing period(s).

Off-Site (Virtual) Tour(s) and Book Recommendation(s)

Link to the Library of Congress virtual exhibits: https://womenshistorymonth.gov

The Library of Congress, National Archives and Records Administration, National Endowment for the Humanities, National Gallery of Art, National Park Service, Smithsonian Institution and United States Holocaust Memorial Museum collaborated in creating a public webpage commemorating and encouraging the study, observance and celebration of the vital role of women in American history.

Please take an opportunity to virtually explore the various online exhibits and collections as well as book reading list(s) available.

(Virtual) Activities and Event(s) In Danbury

WCSU Ruth Haas Library archives: https://archiveslibrary.wcsu.edu/suffragewomens-history-month-exhibit/

Suffrage/Women's History Month Exhibit

Herb Janick Archives Fellow, Patrick Shea, has assembled an exhibit that documents the women's suffrage movement in Connecticut and specifically in Danbury. The items are on exhibit in the atrium of the Haas Library through the end of April.

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.

Western Connecticut State University is hosting either on-campus and/or interactive (virtual) events, film screenings and lectures throughout the month of April to recognize and pledge our commitment to survivors and allies in combating sexual violence.

On-Campus (Virtual) Event(s)

SAAM Event: THE GALLERY Virtual Event

Sponsored by the WCSU It's On Us Student Club and [Women's Center for Greater Danbury]

The WCSU It's On Us Student Club is hosting a virtual and in-person gallery in April in honor of Sexual Assault Awareness Month. The WCSU It's On Us Student Club believes that iit's very important to talk about recovery from sexual harassment and assault, as well as domestic violence. ***All artists in all forms***– makeup, fashion, poetry, painting, photography, drawings, music, any and all types of art are being asked to volunteer and participate in helping those who are in need start your recovery process!

The virtual Gallery will be taking place on April 12-16, 2021 on our Instagram (@wcsuitsonus). The WCSU It's On Us Student Club is also hosting an in-person "Gallery" under the Rec Tent on the Midtown Campus with performances and a walk-through portion for all the lovely art supplied by participants.

Please either send virtual submissions or for more information about these events, send an email to Sam Cross, President of the WCSU It's On Us Student Club at cross017@wcsu.edu by no later than April 5, 2021. If

you would like to perform for the in-person showcase, please email Sam Cross at cross017@wcsu.edu by April 5, 2021 with what you're performing and what you need to perform (mic, speakers, aux cord, etc.). If you would like to submit physical pieces, drop them off at the Women's Center on Campus in White Hall, Room 003A by no later than April 8, 2021.

Sponsored Department/Office Event: Undocumented Families

Tuesday, April 6th, 2021, from 5:30 p.m. to 6:30 p.m.

Sponsored by the Social Sciences Department

UNDOCUMENTED FAMILIES: As part of the Undocumented Migration Speakers Series, the Department of Social Sciences will host SUNY Albany Professor of Sociology Dr. Joanna Dreby for a discussion about "Undocumented Families" at 5:30 p.m. via WebEx.

PRE-REGISTERby *sending an email to bandhauerc@wcsu.edu with the subject line "Undocumented Event" at least one hour prior to the event. This event is open to the WCSU campus community only.*

Sponsored WCSU Event: Cultural Diversity/Title IX Training

Friday, April 9, 2021, from 9:00 a.m. to 12:00 p.m.

Sponsored by the Office of Diversity and Equity

The Office of Diversity and Equity ("ODE") offers a three-hour, state-mandated Cultural Diversity Training session for new WCSU faculty, staff and students. The training consists of two components. The first segment focuses on ODE responsibilities, policies, and procedures. The second component will focus on a particular cultural identity (i.e., race, religion, sex, sexual orientation, etc.) as it relates to college students, campus life and/or classroom environments

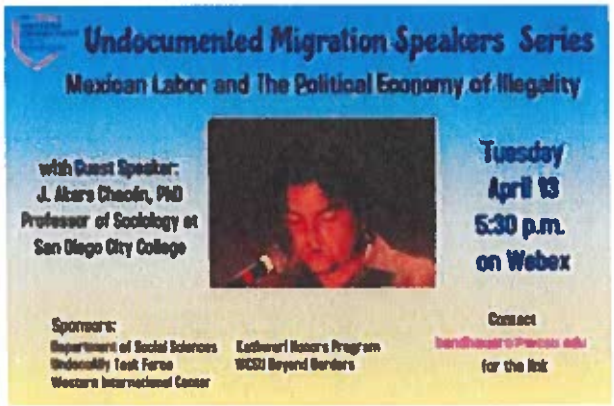
and important information on sexual misconduct/Title IX matters on our campuses. In this discussion, there will also be a featured focus on current events and how these matters have affected our campus community.

WCSU is committed to creating a campus culture where all members of our community are valued and recognized. This training session is offered to enhance and support our sense of community engagement.

To register, please contact a member of the Office of Diversity and Equity either by telephone at (203) 837-8444 or email at ode@wcsu.edu to obtain the WEBEX link for this upcoming training session.

Sponsored Department/Office Event: Undocumented Families

Tuesday, April 13th, 2021, from 5:30 p.m. to 6:30 p.m.



Sponsored by the Social Sciences Department

MEXICAN LABOR AND THE POLITICAL ECONOMY OF ILLEGALITY: As part of the Undocumented Migration Speakers Series, the Department of Social Sciences will host San Diego City College Professor of Sociology Dr. J. Akers Chacón for a discussion about "Mexican Labor and the Political Economy of Illegality" at 5:30 p.m. via WebEx.

PRE-REGISTER by *sending an email to bandhauerc@wcsu.edu with the subject line "Undocumented Event" at least one hour prior to the event. This event is open to the WCSU campus community only.*

SAAM Event: Consent Video Event

Sponsored by the Women's Center for Greater Danbury

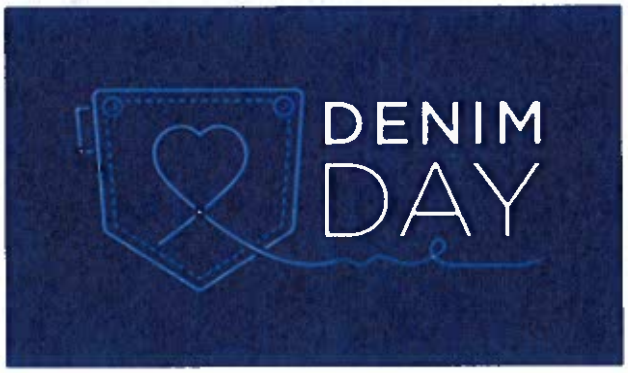
The Women's Center of Greater Danbury is sponsoring this interactive activity that allows students to create a video (maximum 60 seconds) highlighting what consent should look like, sound like, or feel like; the most creative and positive video will win a set of AirPods Pro!

Please submit your video to Ms. Cara Mackler at cara.m@wcogd.org by Wednesday, April 14th, 2021.

SAAM Event: Virtual Denim Day

Wednesday, April 28, 2021

All Day



Sponsored by the WCSU Campus Response and Resource Team ("CaRRT")

Members of the WCSU Campus Response and Resource Team are promoting action for this national event to encourage members of the university community to wear denim all day in order to raise awareness about sexual assault.

As a sign of solidarity, member of the university community are asked to send an inspirational message and photo wearing your denim jeans that explains your reason for becoming an ally in this protest. Submissions can be sent by email to the Office of Diversity and Equity at ode@wcsu.edu no later than Wednesday, April 14th, 2021 to post on the Office of Diversity and Equity Instagram: **@WCSUODE .**

For more information, please click here to view the National Denim Day "**My Jeans Protest Violence**" movement.

(Virtual) Activities and Event(s) In Danbury

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 matters that you accept everyone and

do not judge anyone 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 potluck 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 26, 2021** to view as a post on the Office of Diversity and Equity Instagram: **@WCSUODE** in recognition of WCSU Cultural Diversity Month.

The Office of InterCultural Affairs at Western Connecticut State University is also hosting student-centered campus events throughout the month of April to recognize and pledge our commitment to diversity and inclusion within our university community.

For more information, please go to the Office of InterCultural Affairs website: https://www.wcsu.edu/intercultural/

Community Message re: WCSU Diversity Council Membership

Office of Diversity and Equity <ode@wcsu.edu>
Fri 9/4/2020 8:49 AM
To: users-adm <users-adm@wcsu.edu>; users-aca <users-aca@wcsu.edu>; users-stu <users-stu@wcsu.edu>

From the Office of Diversity & Equity

To Students, Faculty and Staff,

The Office of Diversity and Equity has begun the recruitment effort for new members to join the WCSU Diversity Council ("the Council"). Established in 2017, the Council plays an integral part in the review and creation of the Diversity Action Plan. The Council will also provide recommendations to President John Clark on the committed efforts of the WCSU Strategic Plan on diversity planning and assessment activities. As recommended by the noted regulations of the Commission for Human Rights and Opportunities ("CHRO"), the Council's functions are as follows:

- Recommend strategies that address recruitment and/or retention efforts to diversify underrepresented groups/areas of the university; and
- Recommend strategies that address the need to show the University's good faith efforts of an inclusive environment.

The Council is made up of WCSU administrators, faculty, and employees to provide recommendation and guidance to the President and the university cabinet and is now inviting WCSU students with an opportunity to join and be a part of this committee. At this time, two (2) Council members will be stepping down from service in their role after January 2021. We are seeking nominations of up to five (5) new members, including two (2) student representatives, to serve on the Diversity Council. Nominations and self-nominations are invited. Interested candidates for appointment must be able to commit to the following:

1. Assist in sponsoring cultural and academic programs and events to foster an intellectual and social environment that celebrates diversity.
2. Participate in university initiatives related to campus attitudes on diversity and equity.

Time commitment is important to consider. Members are asked to attend monthly meetings and be able to attend and promote related university events (virtual and in-person). Agendas and meeting schedules will follow in mid-January 2021 once appointments and nominations are reviewed and chosen by the University President, Provost/Vice President for the Division of Academic Affairs and members of the Council.

Additional information about the Council can be found here: https://www.wcsu.edu/diversity/committees/.

If you are interested in providing valuable service to the university, please send an email to Keisha Stokes, Administrative Assistant to the Chief Diversity Officer at stokesk@wcsu.edu, in the subject line include: ***WCSU Diversity Council***, with your name, title/department, and a brief summary as to why the

nominee would best serve on the Council by no later than **Friday, October 2, 2020**. An official notice will be sent shortly after about official appointments.

If you have any questions or to arrange a virtual appointment, please contact the Office of Diversity and Equity by email at ode@wcsu.edu or by phone at (203) 837-8444.

Thank you.

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

Community Message re: WCSU Diversity Council Membership

Office of Diversity and Equity <ode@wcsu.edu>
Wed 11/11/2020 3:20 PM
To: users-aca <users-aca@wcsu.edu>; users-stu <users-stu@wcsu.edu>; users-adm <users-adm@wcsu.edu>

1 attachments (353 KB)
WCSU UDC Nomination Form (FINAL 11.11.2020).docx;

From the Office of Diversity & Equity

To Students, Faculty and Staff,

The Office of Diversity and Equity has begun the recruitment effort for new members to join the WCSU Diversity Council ("the Council"). Established in 2017, the Council plays an integral part in the review and creation of the Diversity Action Plan. The Council will also provide recommendations to President John Clark on the committed efforts of the WCSU Strategic Plan on diversity planning and assessment activities. As recommended by the noted regulations of the Commission for Human Rights and Opportunities ("CHRO"), the Council's functions are as follows:

- Recommend strategies that address recruitment and/or retention efforts to diversify underrepresented groups/areas of the university and
- Recommend strategies that address the need to show the University's good faith efforts of an inclusive environment.

The Council is made up of WCSU administrators, faculty, and employees to provide recommendation and guidance to the President and the university cabinet and is now inviting WCSU students with an opportunity to join and be a part of this committee. At this time, no Council members will be stepping down from service in their role after January 2021. However, we are seeking nominations of up to eight (8) new members, including two (2) student representatives, to serve on the Diversity Council. Nominations and self-nominations are invited. Interested candidates for appointment must be able to commit to the following:

1. Assist in sponsoring cultural and academic programs and events to foster an intellectual and social environment that celebrates diversity.
2. Participate in university initiatives related to campus attitudes on diversity and equity.

Time commitment is important to consider. Members are asked to attend monthly meetings and be able to attend and promote related university events (virtual and in-person). Agendas and meeting schedules will follow in mid-January 2021 once appointments and nominations are reviewed and chosen by the University President, Provost/Vice President for the Division of Academic Affairs, and members of the Council.

Additional information about the Council can be found here: https://www.wcsu.edu/diversity/committees/.

If you are interested in providing valuable service to the university, please send in a completed nomination form to Keisha Stokes, Administrative Assistant to the Chief Diversity Officer at stokesk@wcsu.edu, in the submission/email subject line include: ***WCSU Diversity Council*** by no later

than **Thursday, December 10, 2020**. An official notice will be sent at the start of the Spring 2021 semester about official appointments.

If you have any questions or to arrange a virtual appointment, please contact the Office of Diversity and Equity by email at ode@wcsu.edu or by phone at (203) 837-8444.

Thank you.

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181 White Street, Danbury, Connecticut 06810
Phone: (203) 837-8444 | **Fax:** (203) 837-8503
www.wcsu.edu/diversity/

WESTERN CONNECTICU STATE UNIVERSITY

Diversity Council Nomination Form

Open call for nomination to the Western Connecticut State University ("WCSU" or "University") Diversity Council is a great opportunity to have a direct influence on the diversity and inclusion initiatives set forth and carried out by our University. All WCSU students, faculty and staff are welcome to nominate themselves or a student and/or colleague, with their approval. Although there are several types of membership on the Council, we are currently seeking nominations for all membership types. **The deadline for submission of the nomination form is now extended until December 10, 2020.**

Those who have submitted notice(s) of interests and/or email will receive a copy of the nomination form with additional guidance on next steps.

As these are positions appointed by the President, final candidates will be forwarded to the Office of the President for approval to ensure equal representation from each University School as well as the designated offices. The purpose of the call for nominations is to recognize and seek interested nominees for the elected leadership of the Diversity Council.

The Diversity Council is now made up of a 16-member committee of affiliated members of the university community.

General Nomination Criteria:

- All candidates must have a positive attitude toward and commitment to diversity and inclusion.
- Willing to serve the full three-year term indicated for their position.
- Maintain regular attendance at Council meetings.
- Serve as productive contributors to the shared responsibilities associated with the Diversity and Inclusion Strategic (Action) Plan.

Available appointments are:

- **Faculty Member(s):** Two (2) members per university school who holds a faculty position.
- **Members at Large:** Six (6) individuals, faculty and/or staff with a general interest in diversity and inclusion.
- **Standing (Non-member) Appointments:** As a Council appointed by the President, standing appointments include representatives from Enrollment Services, Human Resources, Institutional Research, Pre-Collegiate and Access Programs and Student Affairs/Student Government Association.
- **Student Member(s):** Students with academic standing(s) in their first, second and third year are welcome to submit a nomination and have the opportunity to serve on the Diversity Council. Upon entering their first year, students are asked to nominate a peer for a two-

Diversity Council Nomination Form

year term. During the first year, third-year (or fourth-year) students will only serve for a one-year term. Students members will be self-nominated and/or nominated by their peers.

All members of the WCSU community interested in becoming a part of the Diversity Council are encouraged to submit their nomination by completing the attached Diversity Council Nomination Form. *Please be sure to clearly describe in the nomination form how your service will impact change in the WCSU community.*

Thank you for helping us to identify candidates who can provide leadership excellence for the Diversity Council. If there are any questions? Please contact Ms. Jesenia Minier, Chief Diversity Officer with the Office of Diversity and Equity at minierj@wcsu.edu.

WESTERN CONNECTICU STATE UNIVERSITY

Diversity Council Nomination Form

WCSU Diversity Council is the central component of the university's structure to address diversity and inclusion. The Diversity Council is comprised of individuals representing various areas of campus.

Extended Deadline is set for: December 10, 2020

Name _____ **Email** _____

Affiliation ☐ faculty ☐ staff ☐ student ☐ external **Title (if applicable)** _____

General Nomination Criteria

☐ All candidates must have a positive attitude toward and commitment to diversity and inclusion
☐ Willing to serve the full term indicated for their position
☐ Maintain regular attendance at Council meetings
☐ Serve as productive contributors to the shared responsibilities associated with the Diversity and Inclusion Strategic (Action) Plan

***Membership Type**
☐ **Faculty Member:** Two member(s) per university school who holds a faculty position to serve a three-year term.

☐ **Members-at-Large:** Four individuals, faculty and/or staff with a general interest in diversity and inclusion to serve in three-year alternating terms

☐ **Standing Appointment:** One member per office or department for an undetermined term. Please indicate which office or department you will be representing:

☐ Enrollment Services
☐ Human Resources
☐ Institutional Research
☐ Pre-Collegiate and Access Programs
☐ Student Affairs

☐ **Student:** Four students, each representing an academic standing of freshman, sophomore, junior and senior with general interests in diversity, equity and inclusion to serve in an undetermined term.

Please list any University councils, organizations, clubs or groups which you are a member or have been active previously.

WESTERN CONNECTICU STATE UNIVERSITY

Diversity Council Nomination Form

Please describe your interests in serving on the Diversity Council and how you are able to serve as a campus ***change agent***?

Please describe your level of diversity and inclusion experience(s) that would serve in part of your change agent status on the Diversity Council?

Please direct questions regarding membership and responsibilities to Ms. Jesenia Minier, Chief Diversity Officer for the Office of Diversity and Equity at minierj@wcsu.edu.

Community Message re: WCSU Diversity Council Membership (REMINDER)

Office of Diversity and Equity <ode@wcsu.edu>
Mon 9/28/2020 4:19 PM
To: Keisha Stokes <StokesK@wcsu.edu>

From the Office of Diversity & Equity

REMINDER

To Students, Faculty and Staff,

The Office of Diversity and Equity has begun the recruitment effort for new members to join the WCSU Diversity Council ("the Council"). Established in 2017, the Council plays an integral part in the review and creation of the Diversity Action Plan. The Council will also provide recommendations to President John Clark on the committed efforts of the WCSU Strategic Plan on diversity planning and assessment activities. As recommended by the noted regulations of the Commission for Human Rights and Opportunities ("CHRO"), the Council's functions are as follows:

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Additional information about the Council can be found here: https://www.wcsu.edu/diversity/committees/.

If you are interested in providing valuable service to the university, please send an email to Keisha Stokes, Administrative Assistant to the Chief Diversity Officer at stokesk@wcsu.edu, in the subject line include: *WCSU Diversity Council*, with your name, title/department, and a brief summary as to

why the nominee would best serve on the Council by no later than Friday, October 2, 2020. An official notice will be sent shortly after about official appointments.

If you have any questions or to arrange a virtual appointment, please contact the Office of Diversity and Equity by email at ode@wcsu.edu or by phone at (203) 837-8444.

Thank you.

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

REMINDER/UPDATE: March 2021 Cultural Diversity Virtual Events

Office of Diversity and Equity <ode@wcsu.edu>
Tue 3/23/2021 11:22 AM
To: users-aca <users-aca@wcsu.edu>; users-adm <users-adm@wcsu.edu>; users-stu <users-stu@wcsu.edu>

1 attachments (75 KB)
Social Sciences 4-6 900 (1).jpg;

From the WCSU Office of Diversity & Equity

(REMINDER/UPDATE)

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 Spring 2021 semester, ODE is offering the following featured events and workshops, in the month of March 2021, 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:

Virtual Event: Pride Chat: A Conversation with Lou Liberatore, cast member from the NETFLIX: Boys in the Band
Virtual Stream-Interview for Wednesday, March 24, 2021 and Friday, March 26, 2021
In conjunction with the Theatre Arts department's Queer Theatre course, Tony Award-nominated actor Lou Liberatore sits down to chat about his career, his experience with Mart Crowley's characters from *The Boys in the Band* and *The Men from the Boys* and navigating queer politics in the theatre over the past four decades.
Hosted by Theatre Arts student Jordan Cowan and Professor Donald Gagnon
Open to the WCSU Community and the public
Registration will open on March 18, 2021 to view the virtual recording which can be found at: **wcsuvpac.eventbrite.com**

Virtual Event: Jeopardy with the WCSU Library
Friday, March 26, 2021, from 6:00 p.m. to 7:00 p.m.
Hosted by members of the Women's Center for Greater Danbury
For more information, virtual event details will be posted on the Women's Center Instagram page: @wcogd_oncampus.

Virtual Open House: Inaugural WCSU Pride Center*
Tuesday, March 30, 2021 and Thursday, April 1, 2021, a scheduled virtual Q&A discussion and viewing of the video/panorama office tour will be available from 10:00 a.m. to 2:00 p.m. on both date(s)
To arrange a virtual Q&A discussion, please email Jason Kane-Seitz, MSW Intern at *kaneseitzj@wcsu.edu*

Virtual Event: Virtual Coffee with the New WCSU Diversity Council
Wednesday, March 31, 2021, from 4:00 p.m. to 5:00 p.m.
WEBEX Meeting

This virtual event will give participants an opportunity to virtually meet with a few of our newly appointed members of the WCSU Diversity Council in an informal setting to give students, faculty, and staff a chance to voice their concerns, share their opinions, and make an impact on the future of Western Connecticut State University as it pertains to the recent national tragedies and events and its impact on the WCSU community.

RSVP to obtain the WEBEX meeting link by or before 12:00 p.m., on March 31, 2021 by email at *ode@wcsu.edu*

*More information will be provided to introduce our newly appointed WCSU Pride Center/Deputy Title IX Coordinator as well as the grand opening of the WCSU Pride Center.

Virtual Event: Undocumented Migration Speaker Series: Undocumented Families
Tuesday, April 6, 2021, from 5:30 p.m. to 6:30 p.m.
WEBEX Meeting

UNDOCUMENTED FAMILIES: As part of the Undocumented Migration Speakers Series, the Department of Social Sciences will host SUNY Albany Professor of Sociology Dr. Joanna Dreby for a discussion about "Undocumented Families" at 5:30 p.m. via WebEx (see attached flyer).

PRE-REGISTER by sending an email to bandhauerc@wcsu.edu with the subject line "Undocumented Event" at least one hour prior to the event. This event is open to the WCSU campus community only.

Virtual Event: WCSU Cultural Diversity and Title IX Training
Friday, April 9, 2021, from 9:00 a.m. to 12:00 p.m.
WEBEX Meeting

The Office of Diversity and Equity ("ODE") offers a three-hour, state-mandated Cultural Diversity Training session for new WCSU faculty, staff and students. The training consists of two components. The first segment focuses on ODE responsibilities, policies, and procedures. The second component will focus on a particular cultural identity (i.e., race, religion, sex, sexual orientation, etc.) as it relates to college students, campus life and/or classroom environments and important information on sexual misconduct/Title IX matters on our campuses. In this discussion, there will also be a featured focus on current events and how these matters have affected our campus community. WCSU is committed to creating a campus culture where all members of our community are valued and recognized. This training session is offered to enhance and support our sense of community engagement.

To register, please contact a member of the Office of Diversity and Equity either by telephone at (203) 837-8444 or email at ode@wcsu.edu to obtain the WEBEX link for this upcoming training session.

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 Spring 2021 Cultural Diversity Virtual Events Calendar as new events may be added and/or are subject to change.

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
https://www.wcsu.edu/diversity/

WESTERN CONNECTICUT STATE UNIVERSITY

Undocumented Migration Speakers Series

Undocumented Families

with Guest Speaker
Joanna Dreby, PhD
Professor of Sociology
at SUNY, Albany

Tuesday
April 6
5:30 p.m.
on Webex

Contact
bandhauerc@wcsu.edu
for the meeting link

Sponsors:

Department of Social Sciences
UndocuAlly Task Force
Western International Center
Kathwari Honors Program
WCSU Beyond Borders

Keisha Stokes

From: Office of Diversity and Equity
Sent: Tuesday, March 16, 2021 3:51 PM
To: users-aca; users-adm; users-stu
Subject: March 2021 Cultural Diversity Virtual Events

From the WCSU Office of Diversity & Equity

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Office of Diversity & Equity

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Western Connecticut State University
181 White Street, Danbury, Connecticut 06810
Phone: (203) 837-8444 | **Fax:** (203) 837-8503
https://www.wcsu.edu/diversity/

Wednesday, April 21st at 12:30 PM

"Spotlight on Asia, International Social Sciences Symposium Part 1"

This is a *two-day* virtual symposium focusing on a South Asia and East Asia to be enjoyed by students and faculty alike. Researchers from around the world will join us to share their research. Sponsors include Western International Center, the Department of Social Sciences and the Department of History and Non-Western Cultures.

PART 1: SOUTH ASIA: Wednesday. April 21, from 12:30 to 2:30 p.m.

Pre-Registration Required: https://wcsu-edu.zoom.us/meeting/register/tZIlc-GsqDIoHNUIplLdugDMHoSDjI1ESDXg

Panelists include:

1. **Dr. Manoj Misra**, WCSU (on Environmental struggles in Bangladesh)

2. **Dr. Vandana Swami**, Azim Premjii University, India (on GMO Cotton Farmers in India)

3. **Dr. Kasim Tirmizey**, Queens University, Canada (Colonial Pakistan)

Thursday, April 22nd at 7:00 PM

"Spotlight on Asia, International Social Sciences Symposium Part 2"

This is a *two-day* virtual symposium focusing on a South Asia and East Asia to be enjoyed by students and faculty alike. Researchers from around the world will join us to share their research. Sponsors include Western International Center, the Department of Social Sciences and the Department of History and Non-Western Cultures.

PART 2: EAST ASIA: Thursday, April 22, from 7 to 9 p.m.

Pre-Registration Required: https://wcsu-edu.zoom.us/meeting/register/tZIud-irpjwiHN3aSmRbZMxK2w9vUmrUYZM2

Panelists include:

1. **Dr. Ho-Fung Hung**, Johns Hopkins University (The Political Economy of China)

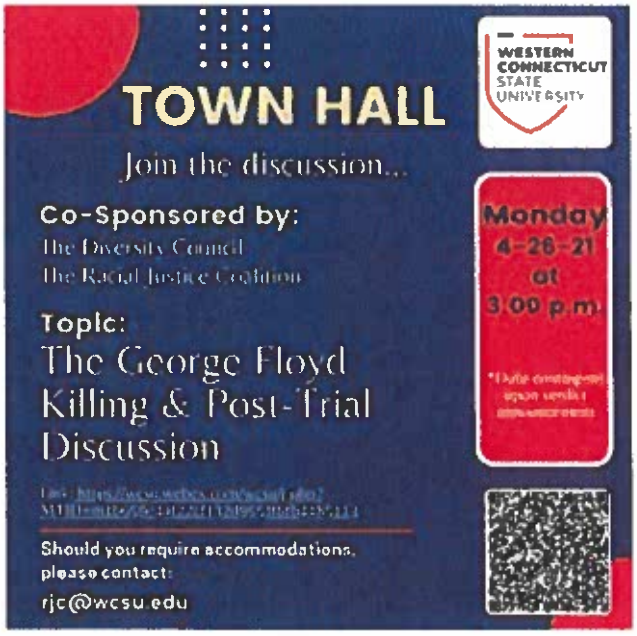
2. **Dr. Tu Huynh**, Jinan University, China (China/Africa Relations)

3. **Dr. Mason Richey**, Hankuk University of Foreign Studies, South Korea (Research on North Korea)

Monday, April 26th at 3:00 PM

"Townhall: The George Floyd Killing & Post-Trial Discussion

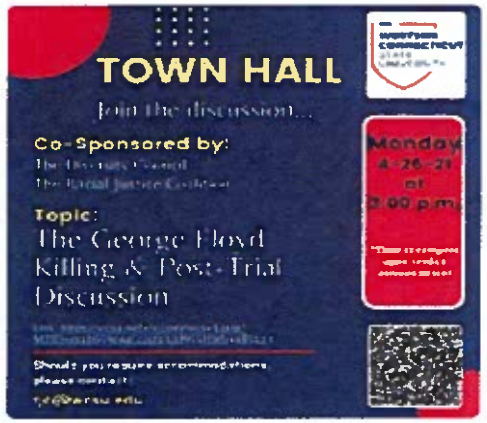
Join this Town Hall Meeting to discuss the killing of George Floyd, the trial, and verdict. The Racial Justice Coalition and the Diversity Council are co-sponsoring this event, and are providing this forum so that you may express your thoughts, opinions, and feelings about this trial. Let's get this discussion going... bring your questions and let's get ready to have a conversation!



Meeting Link: https://wcsu.webex.com/wcsu/j.php?MTID=m1b659e4af22cf132d955ffbfb4485113

"Town Hall: The George Floyd Killing & Post-Trial Discussion"

April 26 @ 3:00 pm - 4:30 pm Free



+ GOOGLE CALENDAR

TOWN HALL: THE GEORGE FLOYD KILLING AND POST-TRIAL DISCUSSION: Join this Town Hall Meeting between 3 and 4:30 p.m., to discuss the killing of George Floyd, the trial, and subsequent verdict. The Racial Justice Coalition and the Diversity Council are co-sponsoring this event, and provide this forum so that you may express your thoughts, opinions and feelings about this trial. Let's get this discussion going ... bring your questions and let's get ready to have a conversation! Register at: WCSU WebEx - Start Your Meeting

Details

Date:
April 26
Time:
3:00 pm - 4:30 pm
Cost:
Free

Event Categories:
Discussion, Postal Events, Virtual event, WOW
Event Tags:
community event, diversity, racial justice
Website:
https://www.wcsu.edu/jcsu/coming-events/

Organizer

Racial Justice Coalition

Audience

WCSU students, WCSU resident students, WCSU alumni, WCSU faculty, WCSU staff, CSCU community (affiliated with a CT state university or community college)

Venue

Virtual event
Website:
wcsu.edu/news-events/venues/virtual-event/

REP YOUR CROWN: HAIR STUDY

ELIGIBILITY: Any WCSU student who IDENTIFIES as
Having Ethnic Hair -
Wearing Ethnic hair styles
Wearing Hair coverings

When: Monday, March 2nd at 12 p.m
Where: White Hall 122
Every particpiant will be entered in a raffle for a $20 Amazon gift card !!!

Light refreshments wil be provided

If you would like to participate please RSVP with Dr Karen McLean via email- Brownk@wcsu.edu

Rep Your Crown:

Ethnic Hair Focus Group

We are seeking volunteers to participate in a focus group that will explore students' experiences with hair discrimination.

March 31, 2021 **5:00 pm** Via Zoom

Eligibility : Any WCSU student who IDENTIFIES as having ethnic hair (curly, coarse, natural, etc.), wear ethnic hair styles (braids, locs, free, etc.), or wear hair coverings (scarf, hijab, yamaka, etc.)

++If you would like to participate in the focus group and/or have any questions, please email to RSVP with Dr. McLean at brownk@wcsu.edu.

*This study is approved by the WCSU IRB

SPRING 2021

WESTERN CONNECTICUT STATE UNIVERSITY

SUOAF-AFSCME

Minority Recruitment and Mentoring Committee

"Speak Your Truth, Own Your Truth: Roundtable Conversations"

OPEN TO THE WCSU COMMUNITY

Wednesday March 3	Open Discussion: *Unpacking and Understanding Difficult Conversations*
Wednesday March 24	Latino/a/x & Asian Administrative Faculty: *Diversity Within Diversity*
Wednesday April 21	Multi-Generational Conversations: *Navigating Experiences Across Generations*

WEBEX SERIES | 12 PM - 1 PM

wcsu.webex.com/meet/mrmc

Should you require accommodations, please contact mrmc@wcsu.edu


Sodexo
Dinner Special
BLACK HISTORY
MONTH SPECIAL
2/17 Midtown Student Center Restaurant
2/25 Westside Marketplace
Check out Sodexo's
Special Dinner Menu
4:30 p.m.
to
8:30 p.m.

THE WOMEN'S CENTER
ON CAMPUS PRESENTS:

ASK AN ADVOCATE

In response to the new Title IX regulations and the transition to virtual services due to the pandemic, we want to provide students an opportunity to connect with campus advocates to ask how we can support you!

Instagram Live Event
Thursday, November 12th @ 3pm
@wcogd_oncampus

THE PRIDE CENTER PRESENTS:

Pride Chat:

a virtual event

A Conversation with Lou Liberatore, cast member from the NETFLIX: Boys in the Band

Wednesday, March 24th, 2021 and Friday, March 26th, 2021

Hosted by Theatre Arts student Jordan Cowan and Professor Donald Gagnon

Open to the WCSU Community and the public

Registration will open on March 18, 2021 to view the virtual recording which can be found at: wcsuvpac.eventbrite.com

transgender day of remembrance

WITH THE PRIDE CENTER

Transgender Day of Remembrance is a solemn event to commemorate and honor those we have lost over the past year, and the opportunity to examine our local and global communities and the change we hope to see in them.

Please join us in remembering those who have passed as we look to a better future

3:30-4:30

Friday November 20th

via Webex

Counseling support will be provided through the WCSU Counseling Center

Not Anymore

WHAT IS IT?

The online, interactive program is called Not Anymore and was designed to educate you in the prevention of sexual assault, dating violence, domestic violence and stalking. The program also covers consent and bystander intervention and provides you with critical information about these topics as well as resources available on and off campus.

CONTENT WARNING

HOW DO I DO IT?

Not Anymore can easily be accessed at the below link:

https://studentsuccess.org/LDAP/wcsu

Your username for Not Anymore login is only your last name and associated numbers (i.e., Jane Doe full name = doe001). Please do not use the @wcsu.edu at the end, this will produce a login error "wrong username or password."

WHO NEEDS TO DO IT?

All new and returning students.

IF YOU HAVE QUESTIONS OR NEED SUPPORT PLEASE CONTACT THE UNIVERSITY'S TITLE IX COORDINATOR AT MINIERDELGADOJ@WCSU.EDU

In true quarantine fashion:

VIRTUAL OPEN HOUSE OF THE WCSU PRIDE CENTER

WESTERN CONNECTICUT STATE UNIVERSITY

Virtually hosted through Webex: Tuesday, March 30, 2021 and Thursday, April 1, 2021, virtual tours are available from 10:00 a.m. to 2:00 p.m.

To arrange a virtual tour, please email Jason Kane-Seitz, MSW Intern at kaneseitzj@wcsu.edu

WESTERN CONNECTICUT STATE UNIVERSITY

Social Hour:

Racial Justice Part II: Wrongfully Imprisoned

with Exoneree Fernando Bermudez & his Spouse Crystal Bermudez

Wednesday
February 17
12:30 - 1:30 p.m.
on Webex

Please email
bandhauerc@wcsu.edu
for the link

UndocuAlly Task Force
Racial Justice Coalition

Department of
Social Sciences
Monthly Brown Bag Series

WCSU DEPARTMENT OF SOCIAL WORK AND OFFICE OF DIVERSITY AND EQUITY

PRESENT:

DEAR BLACK MALE...

PRESENTED BY:

WELCOME2REALITY

INSTRUCTOR NAMES:

ANTHONY GAY, BS

MARCUS STALLWORTH, LMSW

QUR-AN WEBB, MSW

DATE:

FEBRUARY 8, 2021

9AM—11AM EST

LOCATION: ZOOM

2 Continuing Education Credits Offered To Those Eligible

This webinar will focus on how historical and systemic inequity continues to exist for Black Males. Although some of these biases may be unconscious, stereotypes and the misrepresentation of Black Males in the media often interferes with their ability to receive fair treatment. Some Black males develop a sense of distrust towards community supports such as law enforcement and mental health providers, which can hinder their willingness to seek and engage in services.

Participants will:

- Explore how systematic oppression, implicit bias, and unaddressed physical and mental health can impact Black Males.
- Identify how cultural responses to mental health can impede Black male's willingness to participate in counseling.
- Discover specific skills intended to engage with Black Males more effectively.
- Learn skills to promote psychological safety of the Black male.
- Be offered skills and techniques to assess and evaluate how their own values and experiences with Black Males contribute to service delivery.

WHERE TO REGISTER:

https://forms.office.com/Pages/ResponsePage.aspx?id=vC1i4bqUrUiHu6fygHTuPSyA4xUjqNhGpW068JtCG-1UN0xKSzBCMVlKWldDRURKOVoyR00yNkhEMy4u

The Myth of Trans Regrets

Based on a 2011 study of 448 individuals performed by Gender Advocacy Training & Education

Myth: A number of transgender people are beginning to admit that choosing to transition ruined their lives.

94% of trans people reported an improvement in their quality of life due to transitioning

96% answered that their sense of wellbeing improved

Myth: Transitioning will make a person bitter and depressed.

9 out of 10 responded that their overall personality improved due to transition

85% described their emotional stability as "improved" (11% reported no change)

Myth: Transgender people don't really want to change their body, they just get pressured into it.

Transition Satisfaction Rates

96%	overall
97%	hormone therapy
96%	chest surgery
90%	genital surgery

Close, Colin, Affirming Gender, Affirming Lives: A Report of the 2011 Transition Survey. Santa Rosa, CA: GATE, 2012.

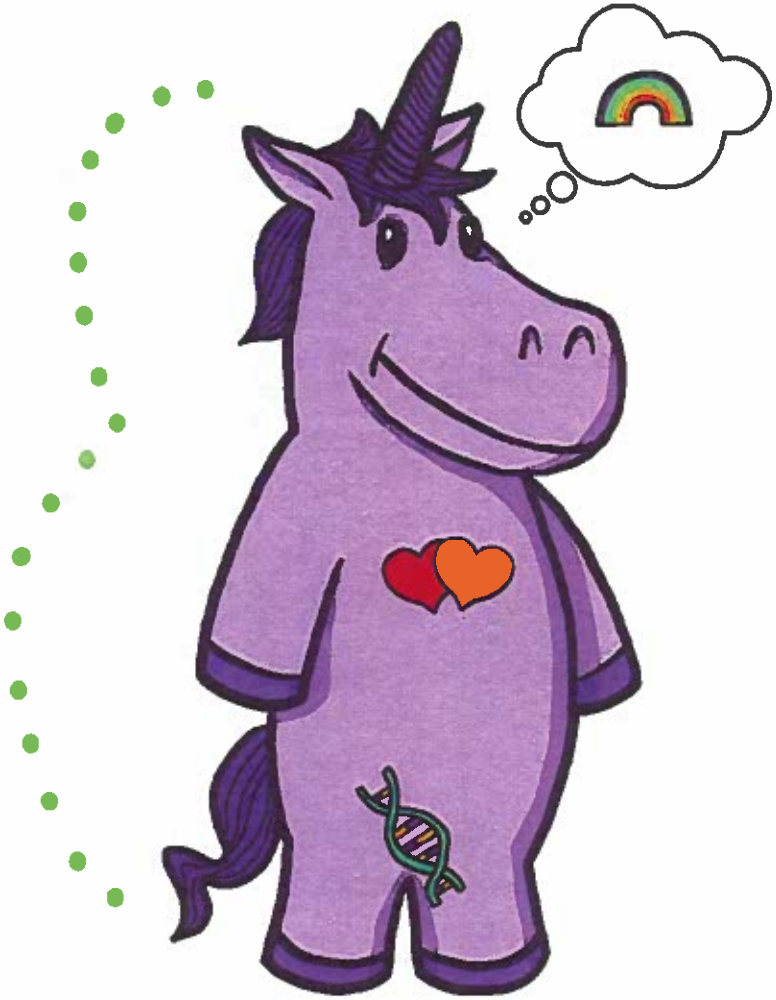
t transstudent
f /transstudent
@transstudent

For more information, go to transstudent.org/graphics

TSER
Trans Student Educational Resources

The Gender Unicorn

Graphic by:
TSER
Trans Student Educational Resources



Gender Identity

- Female/Woman/Girl
- Male/Man/Boy
- Other Gender(s)

Gender Expression

- Feminine
- Masculine
- Other

Sex Assigned at Birth

Female · Male · Other/Intersex

Physically Attracted to

- Women
- Men
- Other Gender(s)

Emotionally Attracted to

- Women
- Men
- Other Gender(s)

To learn more, go to:
www.transstudent.org/gender

Design by Landyn Pan and Anna Moore

WHY TRANS PEOPLE NEED MORE VISIBILITY

With more visibility comes more understanding. These statistics can and will get better as trans people become more visible in our society.

80% of trans students feel unsafe at school because of their gender expression

58.7% of gender non-conforming students have experienced verbal harassment in the past year because of their gender expression, compared to 29% of their peers

49% of trans people reported physical abuse in a 2007 survey

The Gender, Violence, and Resource Access Survey found that

50% of trans people have been raped or assaulted by a romantic partner

Trans people of color are...

6X more likely to experience physical violence when interacting with the police than white cisgender survivors of violence

41% of trans people have attempted suicide

1 in 5 transgender people have experienced homelessness at some point in their lives

1 in 8 have been evicted due to being transgender

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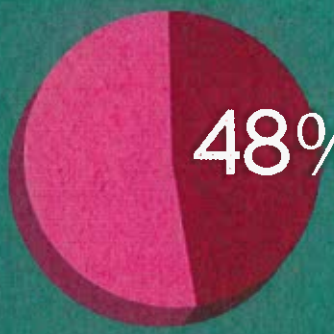
For more information, go to transstudent.org/graphics

TSER
Trans Student Educational Resources

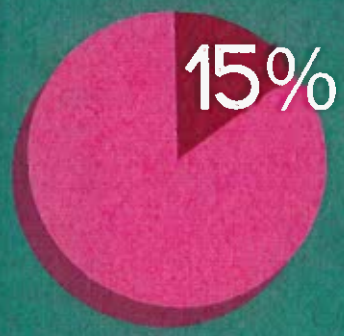
Infographic Design by Landyn Pan

QUEER YOUTH OF COLOR

1 IN 3 LGBTQ PEOPLE IDENTIFY THEMSELVES AS PEOPLE OF COLOR.



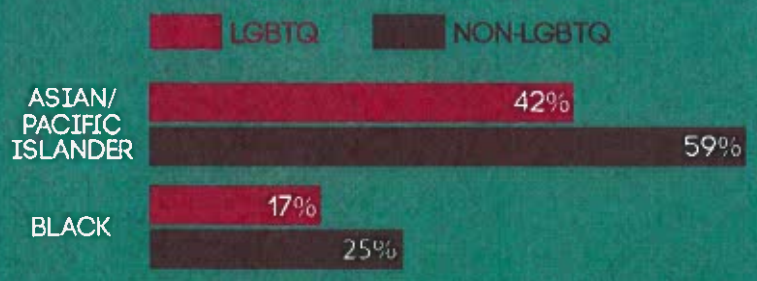
OF LGBTQ STUDENTS OF COLOR EXPERIENCED VERBAL HARASSMENT BECAUSE OF BOTH THEIR SEXUAL ORIENTATION AND THEIR RACE OR ETHNICITY.



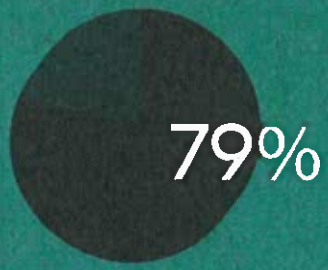
HAVE BEEN PHYSICALLY HARASSED OR ASSAULTED BASED ON BOTH OF THESE ASPECTS OF THEIR IDENTITY.

13% MORE LIKELY FOR BLACK LGBTQ YOUTH TO BE SENT TO DETENTION OR SUSPENDED, THAN NON-BLACK LGBTQ YOUTH

COLLEGE COMPLETION RATES



IN THEIR MIDDLE OR HIGH SCHOOL YEARS...



OF LGBTQ YOUTH OF COLOR REPORTED THAT THEY HAD INTERACTIONS WITH SECURITY OR LAW ENFORCEMENT, COMPARED TO 63% OF WHITE LGBTQ YOUTH.

20-40% OF ALL HOMELESS YOUTH ARE LGBTQ

AMONG THEM...

44% IDENTIFY AS BLACK

26% IDENTIFY AS LATINO

t transstudent
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@transstudent

FOR MORE INFORMATION, GO TO TRANSSTUDENT.ORG/GRAPHICS

MAP movement advancement project

TSER Trans Student Educational Resources

INFOGRAPHIC BY LANDYN PAN

SOURCES: GALLUP.COM, GLSEN, LAMBDA LEGAL, THE WILLIAMS INSTITUTE, AND CENTER FOR AMERICAN PROGRESS

5 Ways to Make Schools Safer for LGBTQ Students

1

Be an activist! Speak out when someone says something discriminatory towards the LGBTQ community.

2

Start a GSA/QSA:

Having a safe space for queer students at school can save LIVES.

3

Educate Your Teachers:

A teacher who simply knows about being LGBTQ can make a world of difference for students who are gender and sexual minorities. Schedule a conference with your teacher or speak at faculty meeting days about LGBTQ issues.

4

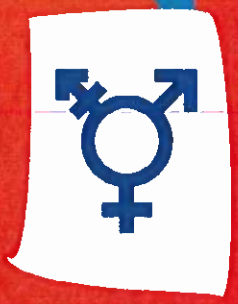
Host an LGBTQ Panel

Panels allow students and staff to directly ask important questions to people who can educate them.

5

Introduce a Trans-Inclusive Policy:

Trans-friendly policies set fair guildelines for school staff members who may not know what to do otherwise. Learn more at transstudent.org/policy



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TSER
Trans Student Educational Resources

IT GETS BETTER PROJECT

Infographic by Landyn Pan

2011 GLSEN National School Climate Survey

IMMIGRATION
& TRANSGENDER PEOPLE
IN THE UNITED STATES

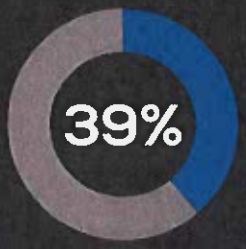
There are over 11 million non-citizens in the United States who arrive under varied circumstances. These people contribute positively to society and are seeking the same rights as current citizens of this nation. THERE ARE:

- An estimated 15,000 to 50,000 undocumented trans adults
- 9,000 to 30,000 children of undocumented trans people, many of them U.S. citizens
- 7,500 to 25,000 partners of undocumented trans people, many of them U.S. citizens

THEY FACE PROBLEMS SUCH AS...

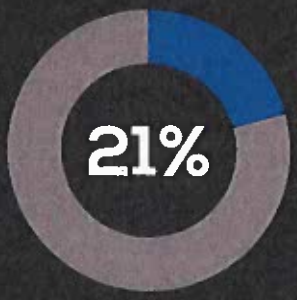
EMPLOYMENT INSECURITY

1 in 4 undocumented trans people reported physical assault on the job



of undocumented transgender people have lost jobs due to bias compared to 26% of trans U.S. citizens

INCOME & HOUSING INSECURITY



of undocumented trans people have been evicted at least once due to bias.

This is 2X as much as eviction in the general trans population.

LACK OF ACCESS TO HEALTH CARE

37% Public Insurance

26% Private Insurance

36% NO Insurance

t transstudent
f /transstudent
@transstudent

For more information, go to transstudent.org/graphics

TSER Trans Student Educational Resources

National Center for TRANSGENDER EQUALITY

Infographic by Landyn Pan

Grant, Jaime M., Lisa A. Mottet, Justin Tanis, Jack Harrison, Jody L. Herman, and Mara Keisling. Injustice at Every Turn: A Report of the National Transgender Discrimination Survey. Washington: National Center for Transgender Equality and National Gay and Lesbian TaskForce, 2011.

Jeanty, J. & Tobin, H.J. (2013). Our Moment for Reform: Immigration and Transgender People. Washington, DC: National Center for Transgender Equality.

Williams Institute: http://williamsinstitute.law.ucla.edu/

LiveSafe App

WCSU now offers a **mobile safety app**, **LiveSafe**, providing students, faculty and staff with a direct connection to WCSU Police so that everyone can easily communicate their safety needs.

REPORT TIPS

Share information, tips and safety concerns with WCSU Police via picture, video or audio messaging.

TRAVEL SAFE

Use SafeWalk, a GPS-tagged monitoring feature, to let your friends and family keep you virtually covered until you arrive safely at your destination.

EMERGENCY OPTIONS

Call 911, Call Campus Police, or Message Campus Police

SAFETY MAP

View the locations for all Blue Emergency Phones and location of campus buildings

RESOURCES

Easy-to-find information and location of safety resources on and off campus.

You can easily download the LiveSafe app from the iTunes App Store or Google Play (select "Western Connecticut State University"). Be sure to fill in your user profile during the process.

For questions or concerns, please contact:
Chief Roger Connor, (203) 837-9301
or email at connorr@wcsu.edu

ACADEMIC AFFAIRS ANNOUNCEMENT

Jennifer Cunningham <cunninghamj@wcsu.edu>
on behalf of
Missy Alexander <alexanderm@wcsu.edu>

Mon 2/8/2021 6:52 PM

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

13 attachments (5 MB)

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WESTERN CONNECTICUT STATE UNIVERSITY

Academic Affairs Weekly Announcements

Here is the link to this week's blog: Time for a Timeline Change?

CELT Announcements

CELT invites all WCSU faculty members and administrators to attend a ***free*** introductory workshop on Universal Design For Learning (UDL) offered by the New England Educational Research Organization (NEERO).

What: Transformation by Design: Powerful Possibilities for Supporting Student Success

What can we do to reduce unnecessary learning barriers and design curriculum that support the success of the diverse student body that we encounter on a day-to-day basis? How can we transform our practice to build expert learners and improve student-learning outcomes? Universal Design for Learning (UDL) is an asset-based pedagogy that is aligned with culturally relevant pedagogical practices. Asset-based pedagogies embrace a strengths-based approach to teaching and learning. In this highly interactive workshop, participants will explore the UDL framework as a lens for examining their professional practices and transforming them by design.

When: Friday 2/12 10:00 AM-12:00PM. Register by Wednesday 2/10. Zoom link will emailed prior to event.

Where: https://www.neero.org/events (pre-registration required)

Who:
Diana J. LaRocco, Ed.D.

Dean, School of Applied Liberal Arts and Social Sciences
Director, Goodwin University Institute for Learning Innovation (GUILI)
Director, Master of Education Program
Goodwin University
East Hartford, Connecticut

Established in 2019, The Goodwin University Institute for Learning Innovation (GUILI) provides professional learning, conducts research, and disseminates information on the application of the Universal Design for Learning framework (UDL; CAST, 2018) to the design of learning experiences across a variety of learners and settings.

The Career Success Center Spring Career Fairs

The Career Success Center is hosting several Spring Career Fairs. We would appreciate faculty's assistance in encouraging ALL students to attend the fairs and develop connections. You are also welcome to attend and meet with employers. Below are the details for the upcoming Career Fairs in which students and faculty can register through Handshake.

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DEPARTMENT OF SOCIAL SCIENCES SOCIAL HOUR
Wednesday, February 17 on WebEx from 12:30-1:30PM
"Wrongfully Imprisoned" with Exoneree, Fernando & Crystal Bermudez. Mr. Bermudez spent 18 years in prison for a crime he did not commit. Come here his powerful story and the PTSD experienced since being exonerated in 2009.
More on his story here: https://www.representjustice.org/speakers/fernando-bermudez/
Event Link: https://wcsu.webex.com/wcsu/j.php?MTID=mf3e74cb9c07fc33f64c423d818a79774
Meeting number: **120 953 3823**
Password: **Zd7tDVvNz79**

The Call for Applications is now open!
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Western Research Day (WRD) will be held virtually on the evenings of May 3-6, 2021 from 4:00-6:00pm. Undergraduate and graduate students from **ALL DISCIPLINES** welcome. The deadline for the submission of abstracts is **April 1st, 2021, by 5:00pm**. Please see the WRD website https://www.wcsu.edu/wrd/ for more details.

MARIAN ANDERSON MONDAYS!!!

For this week's Marian Monday, we will be focusing on her early life and the beginnings of her illustrious career. **Marian Anderson** was an African-American contralto and one of the most celebrated singers of the 20th century. She was born on Feb. 27, 1897, in Philadelphia, Pennsylvania. In 1925, Anderson got her first big break when she won first prize in a singing competition sponsored by the New York Philharmonic. As the winner, she was able to perform in concert with the orchestra on Aug. 26, 1925, a performance that scored immediate success with both audience and music critics. Over the next several years, she made a number of concert appearances in the United States, but racial prejudice prevented her career from gaining much momentum. In 1928, she sang for the first time at Carnegie Hall. Eventually, she decided to go to Europe where she spent a number of months studying voice before launching a highly successful European singing tour. Click here to listen to a recording of a young Marian Anderson singing "Caro mio ben", or click here to listen to a stunning performance of "When Night Descends", recorded by Anderson in 1941. Be sure to check out next week's Marian Monday, where we will be highlighting her iconic and groundbreaking performance at the steps of the Lincoln Memorial. To learn more about the Marian Anderson Campaign, click here.

UNDOCUMENTED MIGRATION SPEAKERS SIX PART SERIES

Explore recent research, law and lived experiences regarding undocumented migration. Sponsors include the Kathwari Honors Program, the Department of Social Sciences, the UndocuAlly Task Force, WCSU Beyond Borders and the Western International Center.

February

Tuesday, February 23, 5:30PM

Neoliberalism & Community Disintegration in Honduras & Beyond

Guest Speaker: Daniel Reichman, PhD, Professor and Chair of Anthropology, Rochester University

Meeting link: https://wcsu.webex.com/wcsu/j.php?MTID=m2d61a8fc082dc1b2af538663f4e04bb8

Meeting number: 120 212 5204

Password: undocumented

March

Tuesday, March 9, 5:30PM

The Impacts of Neoliberalism on El Salvador: Live Video Conference with El Salvador: Zulma Tobar and Mario Guevara of US/El Salvador Sister Cities.

Pre-Registration Required

Meeting link: https://wcsu-edu.zoom.us/meeting/register/tZYqdOmoqjoiHdSMap3FV2UT-66sBRDCfHt7

Password: **USESSC**

April

Tuesday, April 6, 5:30PM
Undocumented Families
Guest Speaker: Joanna Dreby, PhD, Professor of Sociology at SUNY, Albany
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May

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Updates on Immigration Law
Guest Speaker: Meredith Bloch, Esq.
Meeting link: https://wcsu.webex.com/wcsu/j.php?MTID=m2d61a8fc082dc1b2af538663f4e04bb8
Meeting number: 120 212 5204
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Password: **Asia**
Panelists include: Dr. Manoj Misra, WCSU (on **Environmental struggles in Bangladesh**)
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Dr. Tu Huynh, Jinan University, China (**China/Africa Relations**)
Dr. Mason Richey, Hankuk University of Foreign Studies, South Korea (**Research on North**

Korea)

Tutoring Resource Center - Spring 2021 Course List & Schedule
https://www.wcsu.edu/trc/

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Faculty Drop In Support for Teaching Online, Blackboard, etc. (Colleen Cox and Aura Lippincott)
****FACULTY DROP IN SUPPORT HOURS - Spring 2021 (start 1/11)**
WHERE: Faculty: Remote Teaching BB Org Drop in room (instructions to join)
WHEN: Weekly (excluding holidays) on:
Mondays: 10am-12pm; 1pm-3pm
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May 15	Summer schedule begins		

Stay healthy everyone,

Missy

ACADEMIC AFFAIRS ANNOUNCEMENT

Jennifer Cunningham <cunninghamj@wcsu.edu>
on behalf of
Missy Alexander <alexanderm@wcsu.edu>

Mon 2/22/2021 4:54 PM

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

10 attachments (3 MB)

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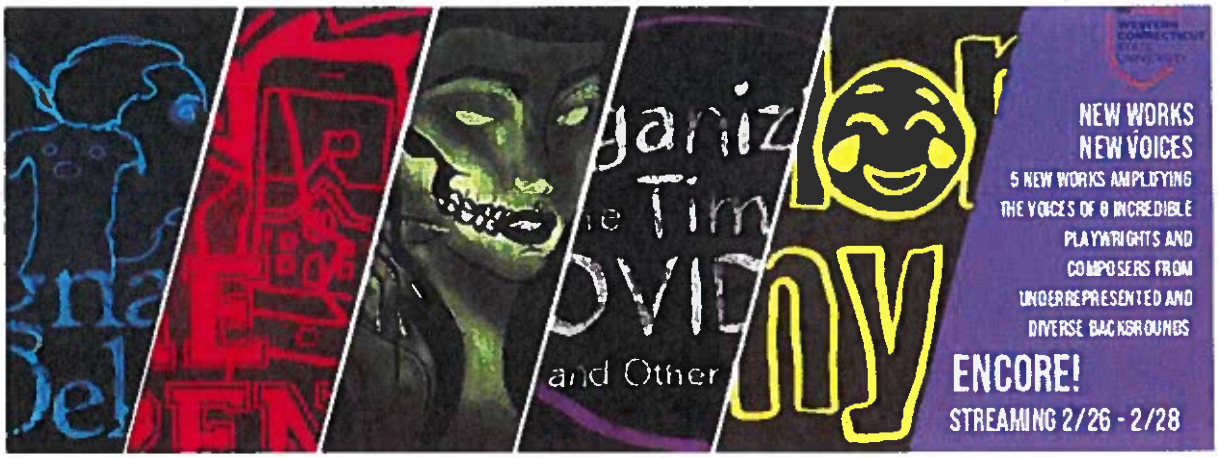
Thursday 2/25 11:00am-noon
You are invited attend a conversation on the development and administration of team projects.

- Learn from peers about innovative pedagogical approaches to team project assignments.
- Brainstorm on ideas for developing future team project assignments.
- Share challenges in managing team dynamics and solicit solutions.

https://wcsu.webex.com/wcsu/j.php?MTID=mcfd1ff5527be2770c65339882236db1f
Thursday, Feb 25, 2021 11:00 am | 1 hour | (UTC-05:00) Eastern Time (US & Canada)

Meeting number: 120 074 2362
Password: Ygtrdcym683
Join by video system
Dial 1200742362@wcsu.webex.com
You can also dial 173.243.2.68 and enter your meeting number.

Join by phone
1-650-479-3208 Call-in toll number (US/Canada)
1-877-668-4493 Call-in toll-free number (US/Canada)
Access code: 120 074 2362



The Department of Theatre Arts is excited to announce encore presentations of all five shows from New Works - New Voices! Each show will be available for 24 hours. Once you've purchased your ticket, you can watch that show at any time on its designated streaming date. For tickets and more information, visit wcsuvpac.eventbrite.com!

Streaming Schedule:

Friday, Feb. 26th	-	**Dognap on Dekalb**
Saturday, Feb. 27th	-	**The Radium Girls: A Jaw-Dropping New Musical** and **In the Open**
Sunday, Feb. 28th	-	**Be More Funny, and Other Short Plays** and **Organizing in the Time of Covid-19 and Other Lessons**

Professional Development Opportunity

NorthEastern Regional Computing Program (NERCOMP) Annual Conference 2021
https://nercomp.org/learn-network/events/NC21/
The conference covers a wide range of instructional concerns, methodologies, and technologies. NERCOMP is offering two levels of conference access.

LEVEL 1: NERCOMP LIVE! - March 29 - 31, PLUS Asynchronous Content for the month of March
Price:
$50 for members
$60 for non-members

LEVEL 2: Asynchronous Content ONLY - March 1 - March 31
Price:
$25 for members
$35 for non-members

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

8 attachments (2 MB)

Academic Affairs Announcements 02 01 2021.pdf; Synchronous Online Teaching Strategies Feb 5 1030am please sign up.pdf; 2021 CT OER Coordinating Council Grant Program Announcement.pdf; WRD 2021 SAVE the DATE announcement.pdf; How to add Help and Resource Modules to your Blackboard Course Menu.pdf; How to copy a course in Blackboard Learn.pdf; Why use the Blackboard Course Template.pdf; Library Hours S2021.pdf;

WESTERN CONNECTICUT STATE UNIVERSITY

Academic Affairs Weekly Announcements

Here is the link to this week's blog: Evidence, Argument, and Instruction, Oh My

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Synchronous Online Teaching Strategies Webinar Sign up!
New to synchronous teaching or have experience to share? You are invited to a workshop on planning, designing and facilitating engaging, effective and accessible online class sessions.

Friday, February 5, 2021, 10:30am-12:00pm.
Online via WebEx (link is provided in the sign up form)
Please SIGN UP here
https://forms.office.com/Pages/ResponsePage.aspx?id=vC1i4bqUrUiHu6fygHTuPZBAvgtp1zFDnxBsLE2aUu1UOVILQVEzOFBaMDJFRE83UTZSN0dPQUIEVC4u

Can't attend? The session will be recorded. Questions? Contact Aura Lippincott (lippincotta@wcsu.edu)

The Call for Applications is now open!
Connecticut Open Educational Resources Coordinating Council Grant Program focuses on OER opportunities in "high impact" areas – courses with high enrollment and high textbook costs for which high-quality OER already exists. Completed application forms are due by **11:59 pm February 15, 2021.**

Western Research Day (WRD) will be held virtually on the evenings of May 3-6, 2021 from 4:00-6:00pm. Undergraduate and graduate students from **ALL DISCIPLINES** welcome. The deadline for the submission of abstracts is **April 1st, 2021, by 5:00pm**. Please see the WRD website https://www.wcsu.edu/wrd/ for more details.

MARIAN ANDERSON MONDAYS!!!

Marian Anderson was one of the most celebrated singers of the twentieth century. As an African-American woman, born in 1897, her life and career were frequently met with racism and adversity. Despite this, her talent was recognized by audiences all over the world and she is widely recognized as a Civil Rights icon. Her quiet elegance paved the way for countless women and African-American artists who came after her. The Anderson School of Visual and Performing Arts will be rooted in Ms. Anderson's sense of integrity and regard for all people. To celebrate Marian's birthday and Black History Month, we will be sharing pictures, videos, and stories of Marian Anderson every Monday. To learn more about Marian Anderson and our campaign, please visit here!

Faculty Drop In Support for Teaching Online, Blackboard, etc. (Colleen Cox and Aura Lippincott)
****FACULTY DROP IN SUPPORT HOURS - Spring 2021 (start 1/11)**
WHERE: Faculty: Remote Teaching BB Org Drop in room (instructions to join)
WHEN: Weekly (excluding holidays) on:
Mondays: 10am-12pm; 1pm-3pm
Tuesdays: 9am-11am
Thursdays: 10am-12pm; 1pm-3pm
Fridays: 11am-1pm

Library & Reference Hours PROPOSAL
January 18, 2021 through May 14, 2021
CORRECTED VERSION

Dates	Haas Building Hours	Online Reference Hours	MTCC (Lab)
Monday, January 18	CLOSED		
January 19 – 22 Tues, Weds, Thurs Friday	BY APPOINTMENT requestlibrary@wcsu.edu	10 AM – 6 PM 10 AM – 4 PM	10 AM – 7 PM CLOSED
Monday, January 25	CLOSED	10 AM – 6 PM	CLOSED
January 26-January 31 Tuesday-Thursday Friday	CLOSED CLOSED	9 AM – 9 PM 9 AM – 4 PM	CLOSED CLOSED

Saturday Sunday	CLOSED CLOSED	10 AM – 6 PM 2 PM – 10 PM	CLOSED CLOSED
February 1 – May 14 Monday – Thursday Friday Saturday Sunday	 9 AM – 7 PM 9 AM – 4 PM 1 PM – 5 PM 3 PM – 7 PM	 9 AM – 9 PM 9 AM – 4 PM 10 AM – 6 PM 2 PM – 10 PM	 9 AM – 8 PM 9 AM – 4 PM 1 PM – 5 PM 3 PM – 7 PM
February 12 – 15	CLOSED		
April 2-4	CLOSED		
May 15	Summer schedule begins		

Stay healthy everyone,

Missy

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

7-26-2021
Date