

PROGRAM GOALS

46a-68-88

The University has established program goals pursuant to analyses conducted in **Section 46a-68-87, Identification of Problem Areas** in order to remove any disparity or adverse impact on the race/sex group members in the respective occupational categories.

The University's programs will be meaningful, measurable and reasonable attainable and consistent with Section 46a-68-92—Good Faith Efforts.

While the University did not identify any significant employment policy or practice that adversely affects any minority group candidates, including physically disabled or older persons, it did identify areas that need to be further explored in the recruitment of service maintenance and skilled craft. If disparities occur, the University will initiate a goal to remove such impact.

Recruitment and Equitable Search Process

In the Professional Non-faculty category, ODE will consult with hiring managers to determine when an affirmative action search should be utilized to fill a vacancy. This is not an official goal; however, will be a standing practice for all SUOAF bargaining positions.

In the Service Maintenance, when the position does not require State of Connecticut examinations, the University will expand and identify new advertising and recruitment sources. Additionally, the custodian and skilled craft are also areas that need improvement in their diversification of applicants.

The University has considered alternatives in addition to those already outlined above to eliminate any problem areas identified in the **Identification of Problem Areas** section.

Other Program Goals

The University did not identify any employment policy or practice that adversely affects any minority group candidates, including physically disabled or older persons. 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.

As Program Goals for the plan year 2016-2017, in order to foster a campus climate of tolerance 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:

1. Recruitment & Equitable Search Process Continued

- a. **Re-established:** Develop a process to collect demographic applicant data on the internal search process for SUOAF positions in the Professional Non-Faculty Category, as outlined in the SUOAF-AFSCME Collective Bargaining Agreement. The Office of Human Resources will update the search and hiring manual to reflect this new process. While ODE has been successful in obtaining the demographic information as well as posting information on these internal searches; the manual has not been updated to reflect this process. During this reporting period, ODE will work with Human Resources and the SUOAF Union to establish protocols to ensure this internal process meets the requirements of the AA regulations.
- b. ODE will conduct a formal review of the diversity of applicants for positions filled through the SUOAF internal search process to determine if any barriers exist for applicants of color, women or the disabled.

Completion Date: July 2017

Responsible Person: Chief Diversity Officer and Chief Human Resources Officer

2. Promotion of Equal Opportunity and Harassment-free Workplace

a. Training

- ODE will conduct two training sessions specifically targeting hiring managers, search committee chairs and search committee members. This training will focus on implicit bias and equitable hiring/recruitment standards.
- **Re-established:** To meet Clery Act requirements, identify campus security authorities (CSA), provide training and develop online Clery reporting form. While CSA's have been identified the training was rolled out in fall 2016. During this period, we intend to ensure all identified parties have completed the online module on Clery reporting requirements. ODE, in collaboration with the Chief Administrative Officer will continually review staff to determine if additional staff need to be added to the university's CSA listing.
- ODE will coordinate a structured training program for the members of the newly established employee advisory committee. The fall 2016 training will focus on the AA regulations and the establishment of hiring and promotional goals and also implicit bias.

Completion Date: July 2017

Responsible Person: Chief Diversity Officer; Associate in Diversity and Equity, Chief Human Resources Officer; Provost; Victim Advocate; Vice President of Student Affairs, Chief Administrative Officer

b. Employee Climate Survey

- ODE in partnership with the Office of Victim Advocacy and Human Resources will lead a staff wide climate survey to address gender based discrimination (including sexual harassment).

Completion Date: July 2017

Responsible Person: Chief Diversity Officer; Chief Human Resources Officer; Provost; Victim Advocate; Vice President of Student Affairs

c. Complaint Database

- ODE has contracted with a cloud-based complaint management database. During the reporting period ODE will complete the implementation. This will assist ODE in ensuring timely compliance with all protected class investigations, as well as, with Title IX reporting procedures. This system will increase ODE's potential for analyzing complaint data. Lastly, this database will improve ODE's case management and timely notations to files as we will be able to track on an on-going basis every point of contact made for a case record.

Completion Date: July 2017

Responsible Person: Chief Diversity Officer; CCSU Victim Advocate; Associate in Diversity and Equity

Cooperation with Other Agencies

When the cooperation of another agency is essential to the implementation of a program goal, CCSU will maintain a record of each instance of contact with the agency and the outcome of the request.