

EXTERNAL COMMUNICATION and RECRUITMENT STRATEGIES

Section 46a-68-80

Central Connecticut State University has put itself on public record that it is an Affirmative Action/Equal Employment Opportunity employer. Throughout the reporting period and prior to recruiting for position vacancies, the University initiates and undertakes aggressive positive relationship-building to ensure that affirmative action is more than a paper commitment. Consistent with this effort:

The University has developed a means of recruiting goal candidates for current positions. Recruitment strategies designed to ensure opportunities for all qualified applicants begin at the basic level of the employment process. The University's recruitment plan is designed to secure ongoing relationships and develop additional recruiting sources while cultivating recruitment programs as required by Subsection (c).

The Chief Diversity Officer (CDO), with support from other University officials, maintains on a continuing basis, a list of individuals, publications, groups, and organizations, and a list of regular recruiting services representing protected groups. Written expression of the University's commitment to affirmative action and equal employment opportunity and notices of job availability are sent regularly to these recruitment resources which are capable of referring qualified applicants for employment. All advertisements and position announcements contain a statement of the University's commitment to affirmative action and equal employment opportunity.

All employment advertisements contain a reference to the University's commitment to affirmative action and a statement that the University is actively seeking members of underrepresented groups to diversify its workforce. No advertisements exclude people by gender or age, except in the case of a bona fide occupational qualification or need.

The CDO, in conjunction with other members of the University community, makes personal contacts with local, state and national recruitment sources. These efforts are designed to maintain frequent contact with protected class groups, organizations and resource agencies. New contacts are continually sought.

Employment advertising publication sources include media that target an underutilized class audience in the labor market areas most relevant for filling a vacant office position or position classification.

The Chief Diversity Officer and ODE staff directly oversees all **Search committees**. The Office of Diversity and Equity (ODE) reviews all notices of position vacancies, applications and the candidate pools to ensure that qualified goal applicants are included and selected for interview. When the candidate pool is void of qualified goal candidates, the ODE has sufficient time to request that the search be extended in order to engage in additional recruitment efforts.

The University's recruitment strategies include placement goals for all job openings. Vacancy notices are posted in their respective occupational category on the University's web page. The ODE posts employment opportunity announcements from the University, other CSU universities, State agencies, local municipalities, and private sector employers on bulletin boards adjacent to its office.

The ODE reviewed resumes and applications of candidates, including goal candidates, to further ensure that the interview pools are diverse, as part of the University's recruitment plan. Where the staff found that the interview pools did not include goal applicants and were not diverse, the CDO or Associate reviewed other candidates for consideration.

Notices dated April 4, 2017 stating that the University is an Affirmative Action/Equal Employment Opportunity employer was sent to all unions that represent the University's employees for collective bargaining purposes. Such notice contains an invitation to review and comment on CCSU's Affirmative Action Plan.

The Chief Financial Officer and the Chief Administrative Officer are responsible for overseeing contract compliance requirements covered by Conn. Gen. Stat. Sections 4a-60 and 4a-60a.

The University encourages and solicits the participation of minority business enterprises meeting qualifications established under Connecticut General Statute 4a-60g and 4a-61or 32-9e. All bidders, contractors, subcontractors and suppliers of materials and services to the University received notification of the University's Affirmative Action/Equal Employment Opportunity policy. The notice includes a statement that the University will not knowingly do business with any bidder, contractor, subcontractor or supplier of materials or found to be in violation of any state or federal anti-discrimination law. Further, the University does not knowingly do business with any bidder, contractor, subcontractor, or supplier of materials that discriminates against protected group members and promptly reports any behavior inconsistent with state or federal anti-discrimination law to the Commission on Human Rights and Responsibilities or other appropriate authorities for investigation. The University encourages bidders, contractors, subcontractors, and suppliers of goods and services to develop their own affirmative action plans.

The University engages in concerted agenda with the Department of Administrative Services, Permanent Commission on the Status of Women, Department of Labor (Job Service), Department of Economic Development or any other pertinent agency to coordinate and unify the implementation of the above activities, and to eliminate unnecessary duplication of effort and expense.

In accordance with the State of Connecticut Records Retention guidelines, the University maintains the name and address of each organization, recruiting source, bidder, contractor, subcontractor, supplier of materials, publisher and union receiving notice of the agency policy, date of notice, and copies of all communication, statements, advertising and contract provisions with the above groups or individuals. Where the cooperation of another agency is essential to the implementation of activity undertaken pursuant to this section, the University shall keep record of each instance of contact with the agency whose cooperation is requested and the outcome thereof.

The Chief Financial Officer and the Interim Chief Facilities Officer are responsible for overseeing contract compliance requirements covered by Conn. Gen. Stat. Sections 4a-60 and 4a-60a.

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CONTRACT COMPLIANCE/SMALL BUSINESS SET-ASIDE ACTIVITIES

The Chief Diversity Officer worked with the Chief Finance and Chief Administrative Officers to ensure compliance with the Connecticut General Statute Section 46a-60, Contract Compliance.

In compliance with Section 46a-68-35, the University has consistently put itself on public record as being an affirmative action/equal opportunity employer.

Central Connecticut State University submitted its Small Business Enterprise (SBE) and Minority Business Enterprise (MBE) Set-Aside goals for fiscal year 2017-2018 to Department of Administrative Services (DAS) Business Network BIZNET and the Commission on Human Rights and Opportunities (CHRO). The University received a notice November 16, 2016, which outlined its requests, the approved DAS goals, and an explanation of the course of action taken to establish the goals approved by DAS.

The University's SBE and MBE allocated funds for fiscal year 2017-2018 were \$974,997. The goal for SBE was \$243,749 and the goal for MBE was \$60,937. At the close of the fourth quarter of the fiscal year, the SBE expenditures totaled \$6,925,666.74 (approximately 710.33% of the established SBE set aside allocation) and the SBE expenditures and the MBE expenditures totaled \$1,976,387.48 (approximately 810.83% of the established SBE/MBE set aside goal) both of which exceed the goals set for the fiscal year 2017-2018.

During this reporting period, the purchasing manager continued to implement proactive measures designed to encourage SBE expenditures. These measures included reviewing the list of vendors to ensure that SBEs were properly identified as set-asides and letters were sent to companies making them aware of the set-aside program as well as encouraging them to become certified through the DAS Business Network BIZNET . In addition, internal purchase-card (P-Card) users were encouraged to use SBEs when making purchases. Those purchases to SBEs were manually extracted from the University's P-Card expenditures.

All bidders, contractors, subcontractors and suppliers of goods and services to the University were notified of the University's policy that it would not do business with anyone who discriminates against protected class members. The following statement was included in all bids and on all purchase orders –

Nondiscrimination Statement Central Connecticut State University is an affirmative action equal opportunity institution. The University will not knowingly do business with

any bidder, contractor, subcontractor or supplier of materials found to be in violation of any state or federal antidiscrimination law. All bidders, contractors, and suppliers of materials have been made aware of the University's affirmative action policy. Every formal bid contains contract compliance regulations and bidder contract compliance report forms. A requirement to comply with C.G.S. Section 4a-60 is provided to every recipient a Request for Proposal (RFP). In addition the content of C.G.S. Section 4a-60 is printed on the reverse of every purchase order, as well as any other agreement entered into between CCSU and another party in which review and approval of the Attorney General Office is conducted. 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 Sections 4a-60 and 4a-61a of the Connecticut General Statutes.

For every RFP and RFQ issued, the University sent invitation to bid notices to the DAS Business Network BIZNET, which electronically distributes said bid notices to all minority businesses who are registered with BIZNET.

During this reporting period, invitations to bid notices were placed in the DAS Business Network BIZNET and the CCSU Purchasing websites. During this reporting period, the Purchasing Department maintained a web page at <http://www.ccsu.edu/purchasing/currentBids.html>, which listed all of the University's currently available bidding opportunities. In addition, it provided links to the DAS web page, where SBEs can find information regarding state procurement opportunities, assistance for set-aside contractors interested in securing state contracts, a complete description of the Set-Aside Program, and how to become certified. The web page also included the Purchasing Policies and Procedures Manual so that potential bidders could obtain information regarding the processes, procedures, and regulations associated with the acquisition of products and services for the University.

GOOD FAITH EFFORTS

As required in Section 46a-68-92, the University has engaged in the initiatives articulated in subsection (a) to (d), inclusive, of this section:

RECRUITMENT ACTIVITIES DURING THIS REPORTING PERIOD

The University developed recruitment strategies that ensure opportunities for all qualified applicants, including underutilized groups as required under Subsection (B). Throughout the reporting period and prior to recruiting for position vacancies, the University initiated and engaged in aggressive positive relationship-building activities.

The University utilized search committees to fill all unclassified vacancies. Each search committee was required to develop a search plan designed to reach a broad and diverse pool of potential applicants. Further, the search committee was instructed by the chief diversity officer to make every effort to recruit underutilized and underrepresented applicants. Those efforts included aggressive advertising, sending letters with the position description to appropriate institutions, including those that have significant populations of minorities, recruiting potential minority applicants through professional organizations and at professional meetings, and networking with individuals who are likely to have contact with underutilized members.

The Chief Diversity Officer advised executive, faculty, and administrative search committees to extend searches and re-examine recruitment methods. The search committees were able to expand

recruitment to enhance demographics of the applicant pool with the approval of the Chief Diversity Officer. A search may be extended or canceled if a diverse pool of applicants is not identified.

Faculty and administrative employment opportunities were advertised locally as well as nationally in order to attract large and diverse pools of applicants. Advertisements were placed in local newspapers, such as the Hartford Courant, New Britain Herald, etc. To reduce advertisement costs the University is purchasing annual subscriptions to the following: *HigherEd.jobs.com* and *DiverseJobs.com*. This allows the university to post unlimited advertisements for its positions.

Vacancies in classified occupational categories, not subject to competitive exam or where there were no certification lists were posted within the University. In addition, notices of the vacancies were sent to other CSU universities, state agencies, local and regional newspapers, the State of Connecticut Job Service, the DAS website, all unions representing qualified staff, and a number of community agencies representing protected groups.

The University posted notice of all vacancies in their respective occupational category on its web page at <http://www.ccsu.edu./HumanResources/jobs.html>.

As indicated above, the Office of Diversity and Equity posted employment opportunity announcements from the University, other CSU universities, State agencies, local municipalities, and private sector employers on bulletin boards adjacent to its office. Copies of these announcements as well as other equal employment opportunity information were provided upon request.

Continuous contact was made with recruiting sources and organizations capable of recruiting underutilized group members for employment. The list of recruiting sources was annually updated. Members of the University met with officials from community, social and religious organizations to discuss community building, which included recruitment for employment opportunities.

To continue to enhance the recruitment program, the Office of Diversity & Equity and Human Resources work with the SUOAF/AFSCME Minority Recruitment and Mentoring Committee (MRMC) and AAUP Minority Recruitment and Retention Committee (MRRC) to develop strategies to attract a diversified pool of applicants for employment.

The **AAUP (Faculty) MRRC** is charged with the responsibility of assisting search committees to recruit members of minorities and other protected groups; to assist the University in retaining such members; and to engage in such other actions as will effectuate the above purposes. Last year the University awarded \$19, 991.00 to seven male and six female minority faculty in the following disciplines: Engineering, Modern Languages, Physical Education Human Performance, Chemistry, Counselor Education & Family Therapy, Physics and Engineering Physics, Geological Sciences, Communication, Accounting, Anthropology, Educational Leadership, Policy and Instructional Technology, and Sociology.

The **SUOAF/AFSCME MRMC** (Professional Non-Faculty) is charged with the responsibility for identifying and recommending qualified minority candidates to search committees after the promotional process has been followed. The committee ensures that mentoring arrangements are available for newly appointed minority employees. The mentors are charged with responsibility for enhancing the professional development of minority employees during the first 1-6 years of their appointments and during the first three years in a new position or reassignment. The program eligibility was changed from three to six years and it also now includes employees who are promoted to a higher level position.

During the reporting period, 10 members attended a number of presentations 1) MRMC Mentoring Luncheon, and 2) presentation to new members on the MRMC/union resources. In addition, eight (8)

members of color were funded to participate in professional development activities. The committee also contributed to several recruitment subscriptions.

Members of the Office of Diversity and Equity staff attended and/or addressed various conferences, training seminars and workshops, outside of CCSU, such as:

- Title IX Refresher Trainings (multiple dates)
- Workplace Discrimination Investigations Update Training (September 27, 2017)
- Exploring Intersection of Oppressions in the Prevention of Sexual Violence (December 14, 2017; CT Alliance to End Social Violence Office)
- Stalking on Campus Training (March 26, 2018; SAFE Project)
- Clery Compliance and the Annual Security Report (April 26, 2018; SAFE Project and Clery Center)
- Train the Trainer: CSA (April 27, 2018; SAFE Project and Clery Center)
- Safety Planning for Campus Personnel (March 2, 2018; SAFE Project)
- ATIXA Investigator Training (June 4-8, 2018; ATIXA)

When possible, the CDO or the associate attend scheduled meetings of both the Connecticut Association of Diversity and Equity Professionals and the CSU Diversity and Equity Officers group as meetings are scheduled.

The following publications, web sites and organizations are representative of those used for the publication of advertisements, notices posted on web pages, and distribution of employment opportunity announcements. The numbers in this plan are reflective of an annual recruitment period. The University typically posts all faculty and administrator positions in these three publications: *Chronicle of Higher Education*, *Diversejobs.com*, and *higheredjobs.com*. Additionally, staff and faculty share the postings with other colleagues in the field or academic discipline.

Unclassified Job Advertisements

1. ACUI
2. Higherjobs.com
3. NASPA
4. StudentAffairs.com
5. Diverse.com
6. Chronicle of Higher Education
7. Diversity.com
8. CT Bankers Association Magazine
9. NACUBO
10. Department of Administrative Services (DAS)
11. Women in Higher Education
12. College Music Society
13. Science
14. CSWE
15. Diversejobs.net
16. Communications of the ACM
17. American Society of Hispanics Economists ListServ (Dept.)
18. National Economic Association (formerly the Caucus of Black Economists) ListServ (Dept.)
19. Job Openings for Economists
20. Hispanic Outlook in Higher Education
21. Journal of Blacks in Higher Education
22. CCSU Web Page
23. Indeed.com
24. Academy of Management Job Bank
25. Association for Psychological Science (APS Employment Network)
26. Society for Neuroscience (NeuroJobs Board)
27. American Counseling Association (ACA)
28. American Society of Criminology
29. UCEA Job Postings
30. MLA Job Information List
31. ACCE ListServ
32. ASC ListServ
33. Stat.ufl.edu

34. Aria.org
35. NCTM Website
36. MathJobs.org
37. Public Responsibility in Medicine and research (PRIM&R)
38. NIRSA Job Board
39. IPMA-HR CT Chapter website
40. CADEP email distribution
41. CAEOP
42. New England Educational Opportunity Association website
43. Counseling Today
44. CSNT ListServ
45. CSP Talk ListServ
46. College Libraries ListServ
47. Technology Association ListServ
48. Consortium; Simmons Job line
49. Connecticut League for Nursing
50. Whatever is recommended
51. AACRAO (American Association of Collegiate Registrars & Admissions Officers)
52. NEACRAO (New England Association of Collegiate Registrars & Admissions Officers)
53. NACAC (National Association for College Admission Counseling)
54. NASFA (Association of International Education)
55. CTCPA
56. NCAA Market (<https://ncaamarket.ncaa.org>)
57. NACDA Career Center (jobcenter.nacda.com/employers)
58. Women Leaders in College Sports (<https://www.womenleadersincollegesports.org/>)
59. Assoc. AD for Compliance and Senior Woman Administrator
60. Northeast Conference (NEC) members. The NEC will distribute the ad to the other 30 Division I conferences.
61. NRSA website
62. Association of College Unions International
63. Hartford Courant
64. NCAA News
65. Militarymedical.com
66. ACHA
67. AAMC
68. DRJOBS.US
69. MDJOBSITE.com
70. CCSU Jobs Available (HR Website)
71. Targeted Social Media
72. <https://careers.primr.org/jobs>
73. Jobs for economists listserv
74. History h-net listserv
75. Various other ListServes from CLASS disciplines
76. e-mail distribution to all colleagues and friends of the faculty
77. Society for Teaching of Psychology discussion/job board/listserv
78. Psychology Academic job search
79. WPA and CCC ListServ and other composition-related distribution lists
80. Networking
81. Attendance at conference
82. Mailing lists (graduate alum)
83. Distribution of position announcement at conferences
84. Distribution through individual professional networks
85. Distribution through strategic mailings to department leaders of highly relevant programs
86. SIGCSE mailing list
87. JERRY-P-BECKER-MTE-L@listserv.siu.edu
88. AMTE Job Listings
89. Early Childhood and/or Infant/Toddler Mental Health Conferences
90. Common Application List
91. NEASC List Serve
92. Early Childhood programs/departments in higher education,
93. Conference attendance- ACA and ACES
94. American Counseling Associate (ACA)
95. Emails to local (CT) Chemistry/biochemistry chairs at local universities
96. Jobs Openings for Economists
97. American Society of Hispanic Economics
98. ETD Listserv

- 99. emails to the following Ph. D. programs in actuarial science: UConn, Temple U, Toronto, and Waterloo
- 100. <http://www.stat.ufl.edu/jobs>
- 101. <http://aria.org/jobs/jobposting.htm>
- 102. ncaa.com
- 103. Professional network seeking referrals
- 104. <http://careers.primr.org/jobs>
- 105. Connecticut Association of Educational Opportunity Programs (CAEOP)
- 106. Email to our Student Center Listserv
- 107. Share with colleagues in the field
- 108. Share with housing colleagues
- 109. Facebook groups related to Student Affairs and Higher Education
- 110. Regional mailing list that Student Center staff maintains of college unions

Posted classified Job Announcements:

- 111. Department of Administrative Services Job Opportunities website
- 112. Central Connecticut State University Job Opportunities website
- 113. Forwarded via email to all CCSU Departments
- 114. Job announcements sent to the position specific collective bargaining unit:
 - a) Administrative Clerical
 - b) Maintenance and Service
 - c) Protective Services
- 115. Local Contact List for Community Outreach – see attachment

DIVERSITY & EQUITY

CCSU



Central Connecticut State University

March 12, 2018

Glenn Terlecki, President
Protective Services Employees Coalition
50 Columbus Blvd.
Hartford, CT 06106

Dear Mr. Terlecki:

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action program which includes notifying unions of the Agency's Affirmative Action commitment.

Please know we are an Affirmative Action Employer.

As an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees, that we are an Affirmative Action/Equal Opportunity Employer. You are welcome to examine our Affirmative Action Plan at any time. We will be happy to make it available on request, or you can review a copy in CCSU's Office of Diversity and Equity, located at 1615 Stanley Street, Room 102, New Britain, CT, at any time between the hours of 8:00 a.m. to 5:00 p.m. In addition, we solicit any comments you may have on our plan and/or suggestions you might volunteer concerning how we might be more successful in achieving Affirmative Action goals.

Sincerely,

A handwritten signature in black ink, appearing to read "Rosa Rodriguez".

Rosa Rodriguez
Chief Diversity Officer

cc: President Toro
File

DIVERSITY & EQUITY

CCSU



Central Connecticut State University

March 12, 2018

Mr. Ron McLellan, President
Connecticut Employees Union "Independent"
P.O. Box 1268
Middletown, CT 06457

Dear Mr. McLellan:

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action program which includes notifying unions of the Agency's Affirmative Action commitment.

Please know we are an Affirmative Action Employer.

As an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees, that we are an Affirmative Action/Equal Opportunity Employer. You are welcome to examine our Affirmative Action Plan at any time. We will be happy to make it available on request, or you can review a copy in CCSU's Office of Diversity and Equity, located at 1615 Stanley Street, Room 102, New Britain, CT, at any time between the hours of 8:00 a.m. to 5:00 p.m. In addition, we solicit any comments you may have on our plan and/or suggestions you might volunteer concerning how we might be more successful in achieving Affirmative Action goals.

Sincerely,

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Rosa Rodriguez
Chief Diversity Officer

cc: President Toro
File



Central Connecticut State University

March 12, 2018

Ms. Jodi Barr, President
SUOAF-AFSCME
Eastern Connecticut State University
Willimantic, CT 06226

Dear Ms. Barr:

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action program which includes notifying unions of the Agency's Affirmative Action commitment.

Please know we are an Affirmative Action Employer.

As an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees, that we are an Affirmative Action/Equal Opportunity Employer. You are welcome to examine our Affirmative Action Plan at any time. We will be happy to make it available on request, or you can review a copy in CCSU's Office of Diversity and Equity, located at 1615 Stanley Street, Room 102, New Britain, CT, at any time between the hours of 8:00 a.m. to 5:00 p.m. In addition, we solicit any comments you may have on our plan and/or suggestions you might volunteer concerning how we might be more successful in achieving Affirmative Action goals.

Sincerely,

[Handwritten signature of Rosa Rodriguez]

Rosa Rodriguez
Chief Diversity Officer

cc: President Toro
File



Central Connecticut State University

March 12, 2018

Ms. Elena Tapia, CSU-AAUP President
AAUP Office
Central Connecticut State University
1615 Stanley Street, Marcus White 310
New Britain, CT 06050

Dear Ms. Tapia:

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action program which includes notifying unions of the Agency's Affirmative Action commitment.

Please know we are an Affirmative Action Employer.

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Sincerely,

[Handwritten signature of Rosa Rodriguez]

Rosa Rodriguez
Chief Diversity Officer

cc: President Toro
File



Central Connecticut State University

March 12, 2018

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

Dear Mr. Luciano:

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action program which includes notifying unions of the Agency's Affirmative Action commitment.

Please know we are an Affirmative Action Employer.

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Sincerely,

Rosa Rodriguez
Chief Diversity Officer

cc: President Toro
File



Central Connecticut State University

March 12, 2018

Mr. John Disette
Administrative Residual
A & R Local 4200
805 Brook Street
Rocky Hill, CT 06067

Dear Mr. Disette:

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action program which includes notifying unions of the Agency's Affirmative Action commitment.

Please know we are an Affirmative Action Employer.

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Sincerely,

Rosa Rodriguez
Chief Diversity Officer

cc: President Toro
File

DIVERSITY & EQUITY

CCSU



Central Connecticut State University

March 12, 2018

Mr. Dave Glidden, Executive Director
Connecticut State Employees Association
760 Capitol Avenue
Hartford, CT 06106

Dear Mr. Glidden:

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action program which includes notifying unions of the Agency's Affirmative Action commitment.

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Sincerely,

A handwritten signature in black ink, appearing to read "Rosa Rodriguez", written over a horizontal line.

Rosa Rodriguez
Chief Diversity Officer

cc: President Toro
File



Workplace Discrimination Investigations Update Training 2017

Agenda

Wed., Sept. 27, 2017; 1-4:30 p.m.

at the Legislative Office Building, Room 1D
300 Capitol Avenue, Hartford, CT

Presented by
The Commission on Human Rights and Opportunities
and the Commission on Women, Children & Seniors

- | | |
|-----------|--|
| 1:00-1:15 | Registration |
| 1:15-1:30 | Welcome, Overview and Introductions |
| 1:30-2:00 | Recent Changes in the Law and 1 st Amendment Issues |
| 2:00-3:00 | Breakout Sessions Case Studies:
<i>Brainstorming Agency Issues/Best Practices</i> |
| 3:00-3:15 | Break |
| 3:15-4:15 | Debriefing case studies/Group presentations |
| 4:15-4:30 | Wrap-Up/Evaluations |



**Annual Security Report Workshop
Asnuntuck Community College
April 26th, 2018**

Agenda

Note: Breaks will be added at natural pauses in discussion.

9:00 AM-9:45 AM | Introduction and Workshop Goals

9:45 AM – 11:00 AM | Workshop Part 1

- Common annual security report ED findings
- Review of policy requirements
 - Compiling the ASR
 - Security & access
 - Law enforcement and jurisdiction

11:00 AM – 12:00 PM | Workshop Part 2

- Review of policy requirements
 - Timely warnings
 - Emergency notification

12:00 PM – 1:00 PM | Lunch

1:00 PM – 3:00 PM | Workshop Part 3

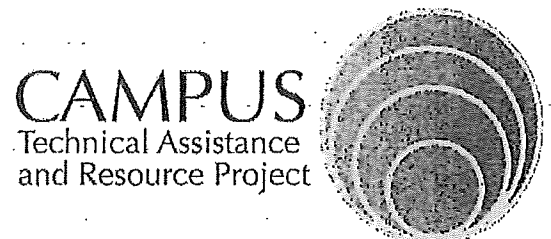
- Review of policy requirements
 - General prevention
 - Sexual assault, domestic violence, dating violence, and stalking

3:00 PM – 3:30 PM | Workshop Part 4

- Review of policy requirements – on-campus student housing
 - Fire safety
 - Missing students

3:30 PM – 4:00 PM

- Crime statistics
- Distribution of the annual security report
- Closing/establishing action items



STALKING ON CAMPUS TRAINING

MARCH 26, 2018

Registration begins at 9:00 a.m.

Training: 9:30 a.m. – 12:30 p.m.

**Presenters: Rebecca Dreke, National Consultant/Trainer;
Jennifer Landhuis, Director, SPARC: Stalking Prevention
Awareness and Resource Center, of Aequitas**

Participants will receive information on:

- Stalking definitions and behaviors
- Identifying the context in stalking cases/challenges with stalking cases
- The role of technology
- Responding to stalking victims; safety planning, safety needs and support services
- Importance of documentation

Jennifer Landhuis has been an advocate and educator on the issues of stalking, domestic violence, and sexual assault for the last 19 years. Jennifer is a Domestic Violence instructor for the Federal Law Enforcement Training Center, a consultant with the Office for Victims of Crime Training and Technical Assistance Center, an adjunct professor in the Criminal Justice Department of Boise State, and has her Master's in Criminal Justice from the University of Cincinnati.

Rebecca Dreke is a consultant and former Senior Program Associate with the Stalking Resource Center (SRC) at the National Center for Victims of Crime. Rebecca has provided hundreds of hours of technical assistance to campuses across the country as well as co-authored several publications on stalking including the Model Campus Stalking Policy and How to Start and Facilitate a Support Group for Victims of Stalking. Rebecca has trained thousands of multidisciplinary practitioners nationally on various topics, including stalking, sexual assault, domestic violence, LGBTQ (lesbian, gay, bisexual, transgender, and queer) issues, and hate and bias-motivated violence. Prior to joining the National Center, Ms. Dreke worked as a social worker, victim advocate, and public school teacher. She holds a master of science degree in social work from the University of Texas at Austin and a bachelor of arts degree in women's studies from the University of Minnesota – Twin Cities.

This project was supported by Grant No. 2015-X1406-CT-WA awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.

Who should attend?

**All CSCU Campus
Resource Team Members.
Please include law
enforcement/campus
security, domestic and
sexual violence
community partners.**

When is the training?

Monday, March 26, 2018

9:00 a.m. – 12:30 p.m.

Where is the training?

**Southern CT State
University**

**Adanti Student Center
Ballroom (3rd floor)**

**Parking in the Wintergreen
Garage**

***POST CREDITS*
AVAILABLE FOR LAW
ENFORCEMENT**

**Light refreshments will be
served.**

TO RSVP please contact:

**ckearney@acc.commmnet.edu
or 860-253-3095**

**Colleen Kearney, CSCU
SAFE Project Director**

CSCU Campus Resource Team Training Schedule SPRING 2018

The below trainings are free for all CSCU Campus Resource Team members through the CSCU SAFE project. For questions or for more information, please contact Colleen Kearney, CSCU SAFE Project Director ckearney@acc.commnet.edu or 860-253-3095.

Understanding the Legal Response to Intimate Partner Violence on Campus

February 21, 2018

10:00 a.m. – 1:00 p.m.

Training Location: CT Coalition Against Domestic Violence Main Office

912 Silas Deane Highway Wethersfield, Connecticut 06109

Presenter: Linda Blozie, Director of Training, CCADV; Sergeant Lisa Hamilton, ECSU Police Department; Detective Cynthia Torres, SCSU Police Department

Who should attend? At least one member of each CSCU Campus Resource Team is required to attend.

Training Description: Whenever a student experiences intimate partner abuse or violence, they have the opportunity to go through the judicial hearing process on campus. Additionally, there are opportunities for adjudication outside the campus environment. This training will provide attendees with an overview of the criminal justice response to intimate partner violence including the involvement of law enforcement, the Lethality Assessment Program and prosecution of someone who is arrested for intimate partner violence. Civil remedies for victim/survivors will also be discussed.

Snow Date February 22, 2018

[Register here!](#)

✓ Safety Planning for Campus Personnel: Central Region

March 2, 2018

9:00 a.m. – 12:00 p.m.

Training Location: Central CT State University (Building and room TBD)

1615 Stanley St, New Britain, CT 06053

Presenter: Linda Blozie, Director of Training, CCADV

Who should attend? CSCU Campus Resource Team members in the central region of the state. This training is designed for college and university personnel including but not limited to Title IX Coordinators, Campus Resource Team members, Judicial Hearing Boards, counseling and health services, student affairs, law enforcement, public safety and residential life.

Training Description: While every student at your college or university deserves a relationship, that is healthy, safe and supportive, we know that this is sometimes not the case. When involved in an abusive relationship, a victim/survivor is often made to feel unsafe in a multitude of ways. Therefore, when a student reports the abuse, it is important to work with them to have a safety plan in place to deter further abuse. This is the process of planning safe ways for a victim/survivor to navigate campus as well as their living situation. It is also a wealth of resources for phone numbers or places to go in the event of an emergency situation. This training will review the concepts of safety planning as well as provide a detailed safety plan for use on your campus.

[Register here!](#)

- Rosa & Sarah

Resource Team members, Judicial Hearing Boards, counseling and health services, student affairs, law enforcement, public safety and residential life.

Training Description: While every student at your college or university deserves a relationship, that is healthy, safe and supportive, we know that this is sometimes not the case. When involved in an abusive relationship, a victim/survivor is often made to feel unsafe in a multitude of ways. Therefore, when a student reports the abuse, it is important to work with them to have a safety plan in place to deter further abuse. This is the process of planning safe ways for a victim/survivor to navigate campus as well as their living situation. It is also a wealth of resources for phone numbers or places to go in the event of an emergency situation. This training will review the concepts of safety planning as well as provide a detailed safety plan for use on your campus.

Register Here!

✓ Clery Compliance and the Annual Security Report

April 26, 2018

9:00 a.m. – 4:00 p.m.

Training location: TBD

Presenter: Abigail Boyer, The Clery Center

Who should attend? Individual(s) responsible for putting together the Annual Security Report (ASR) on your campus. All campuses must send at least one representative.

Training Description: The Clery Center trainers will work with each campus to identify compliance requirements and discuss best practices on how to organize the Annual Security Reports. Attendees should bring a copy of their most recent ASR.

To register please email: ckearney@acc.commnet.edu

✓ Train the Trainer: Campus Security Authorities

April 27, 2018

9:30 a.m. – 12:30 p.m.

Training location: TBD

Presenter: Abigail Boyer, The Clery Center

Who should attend? Individual(s) responsible for training Campus Security Authorities (CSAs) on your campus. All campuses must send at least one representative.

Training Description: If you're involved in identifying and training campus security authorities, this workshop is a helpful tool for developing a strategy for communicating with CSAs and provides case studies and materials that may be adapted for your institution.

To register please email: ckearney@acc.commnet.edu

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Safety Planning for Campus Personnel: Southern Region

March 14, 2018

10:00 a.m. – 1:00 p.m.

Training Location: Housatonic Community College, Lafayette Hall Room L307

900 Lafayette Blvd, Bridgeport, CT 06604

Presenter: Linda Blozie, Director of Training, CCADV

Who should attend? CSCU Campus Resource Team members in the southern region of the state. This training is designed for college and university personnel including but not limited to Title IX Coordinators, Campus Resource Team members, Judicial Hearing Boards, counseling and health services, student affairs, law enforcement, public safety and residential life.

Training Description: While every student at your college or university deserves a relationship, that is healthy, safe and supportive, we know that this is sometimes not the case. When involved in an abusive relationship, a victim/survivor is often made to feel unsafe in a multitude of ways. Therefore, when a student reports the abuse, it is important to work with them to have a safety plan in place to deter further abuse. This is the process of planning safe ways for a victim/survivor to navigate campus as well as their living situation. It is also a wealth of resources for phone numbers or places to go in the event of an emergency situation. This training will review the concepts of safety planning as well as provide a detailed safety plan for use on your campus.

[Register Here!](#)

✓ Stalking on Campus

March 26, 2018

9:00 a.m. – 1:00 p.m.

Training Location: Southern CT State University, Adanti Student Center Ballroom (third floor)

501 Crescent St, New Haven, CT 06515

Parking-Wintergreen Avenue Garage

Presenter: Rebecca Dreke, National Consultant/Trainer

Who should attend? As many CSCU Campus Resource Team members as possible should attend this event. Rebecca has provided hundreds of hours of technical assistance and has trained thousands of multidisciplinary practitioner's nationally. Please invite your partners from law enforcement and your domestic violence and sexual assault community partners.

More details will be announced soon.

To register please email: ckearney@acc.commnet.edu

Safety Planning for Campus Personnel: Eastern Region

April 10, 2018

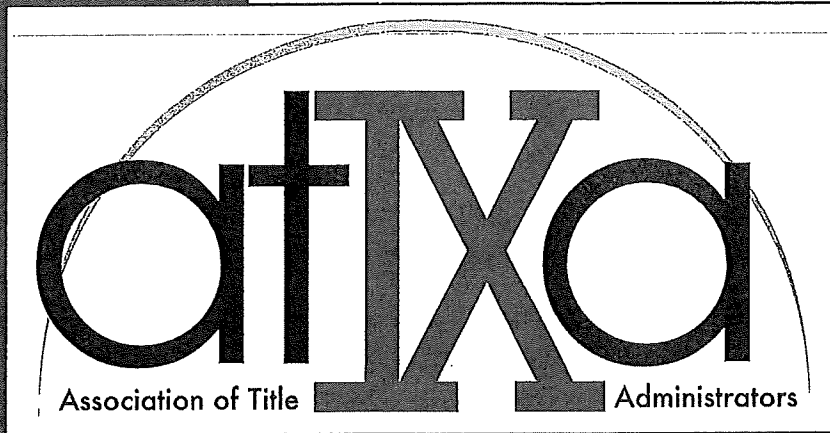
10:00 a.m. – 1:00 p.m.

Training Location: Eastern CT State University

83 Windham St, Willimantic, CT 06226

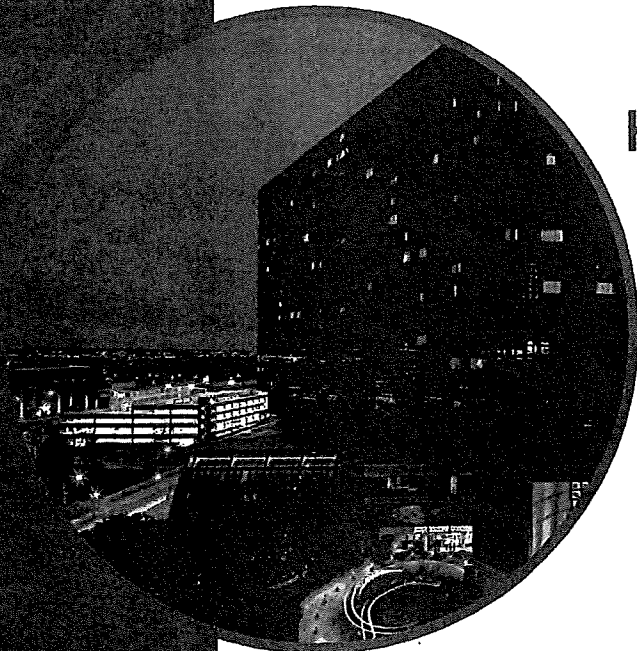
Presenter: Linda Blozie, Director of Training, CCADV

Who should attend? CSCU Campus Resource Team members in the eastern region of the state. This training is designed for college and university personnel including but not limited to Title IX Coordinators, Campus



**ATIxA TITLE IX TRAINING
& CERTIFICATION COURSES
PROGRAM**

JUNE 3 - 7, 2018



**HYATT REGENCY COLUMBUS
COLUMBUS, OHIO**

June 2018

Dear Participants,

Thank you for participating in this week's Certification and Training Courses, sponsored by ATIXA. We hope you will find the time with your presenters and colleagues to be challenging, engaging, and worthwhile.

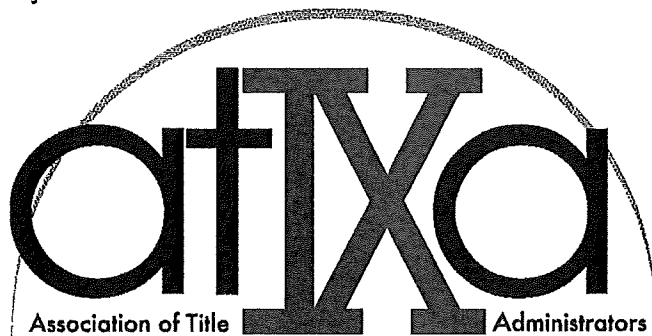
The training you will receive here in Columbus addresses Title IX and compliance with its mandates on gender equity and sexual misconduct. Our courses address a range of topics, including athletic equity issues, discrimination, VAWA compliance, due process, investigation techniques, and prevention best practices. New for this training is a focus on the #MeToo movement in each course and what that means for colleges and schools looking forward. Courses will emphasize an expanded Title IX emphasis on employees and ways to incorporate changing OCR guidance while also preparing your communities for the political shifts affecting Title IX. Additionally, while we will focus on Title IX, there are many other sources of information on best practices for addressing these topics and we will be engaging in global discussions on these sources and practices during this training. While the shifting political winds continue to buffet Title IX and related federal laws, guidance from state laws, and case law, OCR is still influential on this constantly changing compliance environment. However, it is commitment, not compliance, that is the ultimate goal. Throughout this week, your expert faculty will be drawing from a wide range of source materials, including statutes, regulations, regulatory guidance published by the Department of Education, hundreds of finding letters published to summarize OCR investigations of colleges and schools, and the rich and ever-expanding library of case law on Title IX and sexual misconduct, interwoven with practices, tips, and years of experience. We think you'll find it engaging, empowering, and challenging. Welcome to Columbus!

While our views are not definitive, they are the product of deep dialogue and the best of our thinking. When our faculty members don't agree with each other, we'll let you know, and present multiple sides to the issues to help you get clarity on what will be best for your campus.

Feel free to disagree with us, to challenge us, and to pose your questions as you have them. You'll find that we enjoy the dialogue, and that we all learn more from each other when you ask tough questions that take us deeper into the topic.

We look forward to engaging with you over the next few days.

Your Columbus Training Faculty



CIVIL RIGHTS INVESTIGATOR LEVEL ONE

TRAINING & CERTIFICATION COURSE SCHEDULE AND AGENDA

Monday, June 4, 2018 & Tuesday, June 5, 2018
Delaware BCD

MONDAY, JUNE 4th

7:30am - 8:30am Breakfast

Location: Franklin

8:30am - 4:30pm

Location: Delaware BCD

This course training will include:

- Overview of Title IX
- Title IX Coordinator oversight
- Expanded legal basis for Title IX liability
- Title IX and Title VII intersection
- Due process myopia as a legacy of *Dixon v. Alabama*
- Title IX era – equity by and through the process
- Violence Against Women Act (VAWA)
- Overview of civil rights investigation and grievance model – 10 Steps
- How civil rights model alters student conduct model
- Structure of investigative model and process
- Jurisdiction
- Who investigates
- Notifications

TUESDAY, JUNE 5th

7:30am - 8:30am Breakfast

Location: Franklin

8:30am - 4:30pm

Location: Delaware BCD

This course training will include:

- Standard of proof

- Importance of investigation report
- Is a hearing necessary?
- Promptness and timelines
- Role of campus law enforcement
- Interviewing skills
- Civil rights best practices
 - Incident timeline
 - Scheduling
 - Five documents
 - Witness lists and flowcharts
- Confidentiality
- Informal resolution
- Remedies
- Patterns and predation
- Prior acts
- Post-finding: sanctions and appeals
- Investigation details
 - Evidence collection
 - Questioning skills
 - Interviewing

6:30pm – 7:30pm ATIXA Welcome Reception

Location: Hayes

Light appetizers will be served. An open bar, serving beer, wine, and soft drinks, will be available. Your faculty members will be in attendance to chat with attendees. You are encouraged to use this opportunity to meet others, talk with professionals, and share your experiences with other training attendees.

CIVIL RIGHTS INVESTIGATOR LEVEL TWO

TRAINING & CERTIFICATION COURSE SCHEDULE AND AGENDA

Wednesday, June 6, 2018 & Thursday, June 7, 2018
Delaware BCD

TUESDAY, JUNE 5th

6:30pm – 7:30pm ATIXA Welcome Reception

Location: Hayes

Light appetizers will be served. An open bar, serving beer, wine, and soft drinks, will be available. Your faculty members will be in attendance to chat with attendees. You are encouraged to use this opportunity to meet others, talk with professionals, and share your experiences with other training attendees.

WEDNESDAY, JUNE 6th

7:30am – 8:30am Breakfast

Location: Franklin

8:30am – 4:30pm

Location: Delaware BCD

This training course will include:

- Brainstorming session: Implementation and integration of elements of civil rights investigation model
- Traits of an effective investigation
- Due process
- Difficult witnesses (lying/resistant/quiet)
- Questioning activity
- Note-taking, recordkeeping, and report writing
- Evaluation of evidence and decision-making skills
- Analyzing the information and making a finding
- The investigation report
- Report writing exercise
- Sanctioning practice

THURSDAY, JUNE 7th

7:30am – 8:30am Breakfast

Location: Franklin

8:30am – 4:30pm

Location: Delaware BCD

This training course will include:

- Inclusive investigations
- Policy overview
 - Sexual harassment
 - Sexual misconduct
 - Non-consensual sexual contact
 - Non-consensual sexual intercourse
 - Sexual exploitation
 - Stalking
 - Relationship violence
 - Bullying
 - Hazing
 - Discrimination
 - Retaliation
- Analytic for sexual misconduct: force/incapacity/consent
- Case studies
 - Sexual assault without alcohol
 - Sexual assault with alcohol
 - Sexual harassment
 - Stalking
 - Relationship violence

Civil Rights Investigator - Level Two

Gender Identity and Expression Terminology

Gender identity or expression — Connecticut General Statutes § 46a-51 defines “gender identity or expression” as a person’s gender-related identity, appearance, or behavior, whether or not that identity, appearance, or behavior differs from that traditionally associated with the person’s physiology or sex assigned at birth. Someone’s gender identity may be expressed or shown in many ways, including, but not limited to:

- Medical history, care, or treatment;
- Consistent and uniform assertion; or
- Any other evidence that the gender identity is sincerely held and part of a person’s core identity.

Sex Assigned at birth — Sex assigned at birth refers to the sex designation recorded on an individual’s birth certificate at birth based on biological characteristics.

Transgender — Transgender is a broad term to describe people whose gender identity, expression or behavior is different from those typically associated with their sex assigned at birth.

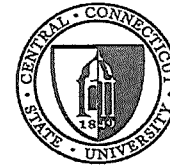
Cisgender — Cisgender refers to individuals whose gender identity, expression, or behavior conforms with those typically associated with their sex assigned at birth.

Gender Fluid — Gender fluid may be a form of both gender identity and gender expression. It generally describes individuals who may not identify as the same gender all the time, and whose gender expression may change accordingly.

Gender Minority — An umbrella term referring to individuals not identifying as cisgender.

Gender Transition — Gender transition refers to the process in which transgender individuals begin asserting the gender that corresponds to their gender identity instead of the sex they were assigned at birth. During gender transition, individuals begin to live and identify as the sex corresponding to their gender identity and may dress differently, adopt a new name, and use pronouns consistent with their gender identity. Transitioning may or may not also include medical and legal aspects, including taking hormones, having surgery, or changing identity documents (e.g. driver’s license, Social Security record) to reflect one’s gender identity.

Gender Dysphoria — Gender dysphoria may be used either as a general term referring to an individual’s distress with their assigned gender or as a specific medical diagnosis referring to an internal conflict between a person’s assigned sex and the gender with which they identify. Gender dysphoria is not the same as gender nonconformity, which refers to behaviors not matching common gender norms or stereotypes.



Central Connecticut State University

Employee Transitioning Training Program
Monday, September 18, 2017; 10:00 am – Noon
Memorial Hall – President’s Dining Room

Agenda

Present:

- | | |
|---------------------------------------|---|
| 1. Welcome & Introductions | Rosa Rodríguez, Diversity and Equity |
| 2. CHRO – Employer Legal Requirements | Michael Roberts, Human Rights Attorney |
| 3. Best Practices | Robin McHaelen, Executive Director of True Colors |
| 4. Question and follow-up | All |

SAVE THE DATE

STALKING ON CAMPUS TRAINING

MARCH 26, 2018

Registration begins at 9:00 a.m.

Training: 9:30 a.m. – 12:30 p.m.

**Presenters: Rebecca Dreke, National Consultant/Trainer;
Jennifer Landhuis, Director, SPARC: Stalking Prevention
Awareness and Resource Center, of Aquinas**

Jennifer Landhuis has been an advocate and educator on the issues of stalking, domestic violence, and sexual assault for the last 19 years. Jennifer spent over a decade as a community-based advocate providing victims with advocacy and support, including on-scene advocacy with law enforcement and hospital personnel. As a trainer, Jennifer designs and facilitates research-based local, state and national trainings to build the capacity of criminal justice, social justice and healthcare systems to ensure safety and social and emotional well-being of victims and accountability for offenders. Jennifer is a Domestic Violence instructor for the Federal Law Enforcement Training Center, a consultant with the Office for Victims of Crime Training and Technical Assistance Center, an adjunct professor in the Criminal Justice Department of Boise State, and has her Master's in Criminal Justice from the University of Cincinnati.

Rebecca Dreke is a consultant and former Senior Program Associate with the Stalking Resource Center (SRC) at the National Center for Victims of Crime. Rebecca has provided hundreds of hours of technical assistance to campuses across the country as well as co-authored several publications on stalking including the Model Campus Stalking Policy and How to Start and Facilitate a Support Group for Victims of Stalking. Rebecca has trained thousands of multidisciplinary practitioners nationally on various topics, including stalking, sexual assault, domestic violence, LGBTQ (lesbian, gay, bisexual, transgender, and queer) issues, and hate and bias-motivated violence. Prior to joining the National Center, Ms. Dreke worked as a social worker, victim advocate, and public school teacher. She holds a master of science degree in social work from the University of Texas at Austin and a bachelor of arts degree in women's studies from the University of Minnesota -- Twin Cities.

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ENFORCEMENT

TO RSVP please contact:

ckearney@acc.commnet.edu
or 860-253-3095

Colleen Kearney, CSCU
SAFE Project Director



Back to Opportunities
Administrative Faculty
[C17-028] - Environmental Health and Safety: Environmental Health and Safety Assistant

Position Information

Category:
Administrative Faculty
Deadline:
2017-02-03
Contact Person:
Ms. Rena Karst
Email: rkarst@ccsu.edu
Phone: 860-832-3387

Apply Now

Job Description

Central Connecticut State University invites applications for a full-time, Environmental Health & Safety Assistant. The successful candidate will be responsible for assisting the Director of Environmental Health and Safety in the day to day management of all environmental health and safety programs at CCSU. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Associate degree in environmental science or related field
- Two years of related work experience
- Knowledge of chemical properties and segregation techniques
- Basic knowledge of OSHA general industry safety standards
- Knowledge of proper food handling
- Good verbal and written communication skills
- Possess a valid (CT) driver's license
- Must be able to successfully pass a medical examination, including respiratory protection, and lift up to (50) pounds
- Committed to serving a diverse university community

Equivalent combination of training and experience may be considered.

Preferred Qualifications:

- Bachelor's degree in a science-related field
- Possess one or more of the following certifications: OSHA 10, Star/Safe or HAZWOPER
- Experience working in an educational setting

The University: CCSU is one of four universities in the Connecticut State Colleges & Universities system. Excellent professors and a wide array of academic programs prepare students for success in whatever field they choose. CCSU's motto is more than a slogan; it articulates the University's commitment to students: "Start with a dream. Finish with a future." CCSU serves approximately 12,200 students - 8,000 undergraduates and 4,200 graduates. CCSU is a truly diverse area: more than 50 percent of students are of traditional minority heritage. Visit our web site at <http://www.ccsu.edu>.

The Community: CCSU is located in New Britain, a city of some 70,000, with a 10-minute drive to the state capital in Hartford. New Britain is home to the nationally recognized New Britain Museum of American Art and offers a range of cultural opportunities, including the New Britain Symphony Orchestra, two theaters, and an extensive park system. The University is approximately two hours (by car) from both Boston and New York City.

Application and Appointment: For full consideration, applications must be received by February 3, 2017. Salary is commensurate with education and experience; minimum salary is \$43,300. To begin the application process, click on the Apply Now button and electronically submit the following in a single file:

- Letter of interest addressing qualifications for the position
- Current resume
- Name, address, email address and telephone number of three current professional references (one must be a supervisor)

Please indicate any personally identifiable information (i.e., SSN, DOB, marital status) from any documents submitted. Incomplete applications will not be considered. Enclosed e-mailed copies will not be accepted.

For more information contact Ms. Rena Karst at 860-832-3387 or rkart@ccsu.edu.

Central Connecticut State University is an affirmative action and equal opportunity employer.



Back to Opportunities
Administrative Faculty
[C17-039] - Office Of Recruitment and Admissions: Assistant Director

Position Information

Category:
Administrative Faculty
Deadline:
2017-05-05
Contact Person:
Nilvo Perez
Email: nperez@ccsu.edu
Phone: 860-832-2292

Apply Now

Job Description

Central Connecticut State University invites applications for a full-time, Assistant Director. The successful candidate will recruit, advise, and counsel incoming students regarding University programs, admission requirements, procedures and related matters with special emphasis on high school and transfer students including making decisions on applications for admissions to the University. This position requires some evening and weekend work, and overnight travel particularly during the fall. Occasional out-of-state travel is required. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree
- Demonstrated high quality interpersonal communication skills
- Ability to master administrative functions
- Demonstrated ability to grasp knowledge of and communicate information about all academic programs offered by the University
- Committed to diversity and sensitive to the needs of economically underserved students

Equivalent combination of training and experience may be considered.

Preferred Qualifications:

- Master's degree
- Three (FTE) years' work experience in recruiting, admissions, and onboarding
- Strong organizational skills including the ability to take initiative
- Computer proficiency, e.g., Microsoft Office Suite, social media, student information systems (Banner), computerized databases
- Written and verbal communication skills including the ability and enthusiasm to interact with students and families from a wide range of backgrounds
- Bilingual (Arabic, Polish or Spanish) skills
- Valid driver's license
- Ability to lift 25 lbs. with or without accommodations

The University: CCSU is one of four universities in the Connecticut State Colleges & Universities system. Excellent professors and a wide array of academic programs prepare students for success in whatever field they choose. Our motto is more than a slogan; it articulates the University's commitment to students: "Start with a dream. Finish with a future." CCSU serves approximately 12,200 students - 8,000 undergraduates and 4,200 graduates. CCSU is a truly diverse population: more than 50 percent of students are of traditional minority heritage. Visit our web site at <http://www.ccsu.edu>.

The Community: CCSU is located in New Britain, a city of some 70,000, with a 10-minute drive to the state capital in Hartford. New Britain is home to the nationally recognized New Britain Museum of American Art and offers a range of cultural opportunities, including the New Britain Symphony Orchestra, two theaters, and an extensive park system. The University is approximately two hours (by car) from both Boston and New York City.

Application and Appointment: For full consideration, applications must be received by May 5, 2017. Salary is commensurate with education and experience; minimum salary is \$52,489. To begin the application process, click on the Apply Now button and electronically submit the following in a single file:

- Letter of interest addressing qualifications for the position
- Current resume
- Names of three current professional references (including one supervisor) with mail and email addresses, and phone numbers

Please indicate any personally identifiable information (i.e., SSN, DOB, marital status) from any documents submitted. Incomplete applications will not be considered. Enclosed e-mailed copies will not be accepted. For more information contact Nilvo Perez at 860-832-2292 or nperez@ccsu.edu. If selected for an on-campus interview, candidates will be required to deliver a presentation as part of the interview process.

Central Connecticut State University is an affirmative action and equal opportunity employer.

HigherEdJobs

Office of Recruitment and Admissions: Assistant Director [#C17-039]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Admin - Admissions and Enrollment
Posted:	04/20/2017
Application Due:	05/05/2017
Type:	Full Time

Central Connecticut State University invites applications for a full-time, Assistant Director in the Office of Recruitment and Admissions. The successful candidate will recruit, advise, and counsel incoming students regarding University programs, admission requirements, procedures and related matters with special emphasis on high school and transfer students including making decisions on applications for admissions to the University. This position requires some evening and weekend work, and overnight travel particularly during the fall. Occasional out-of-state travel is required. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree
- Demonstrated high quality interpersonal communication skills
- Ability to master administrative functions
- Demonstrated ability to grasp knowledge of and communicate information about all academic programs offered by the University
- Committed to diversity and sensitive to the needs of economically underserved students

Equivalent combination of training and experience may be considered.

Preferred Qualifications:

- Master's degree
- Three (FTE) years' work experience in recruiting, admissions, and onboarding
- Strong organizational skills including the ability to take initiative
- Computer proficiency, e.g., Microsoft Office Suite, social media, student information systems (Banner), computerized databases
- Written and verbal communication skills including the ability and enthusiasm to interact with students and families from a wide range of backgrounds
- Bilingual (Arabic, Polish or Spanish) skills

- Valid driver's license
- Ability to lift 25 lbs. with or without accommodations

For full consideration, applications must be received by May 5, 2017. Salary is commensurate with education and experience; minimum salary is \$52,489. Incomplete applications will not be considered. For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact:	Nilvo Perez Recruitment & Admissions Central Connecticut State University
Phone:	860-832-2292
Online App. Form:	https://hrat.ccsu.edu/default.php

CCSU is an equal opportunity and affirmative action employer. Members of all underrepresented groups, women, veterans and persons with disabilities are invited and encouraged to apply.

Apply through Institution's Website

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C17-041

Back to Opportunities
Administrative Faculty
[C17-040] - School Of Graduate Studies: Assistant Director Of Graduate Recruitment and Admissions

Position Information

Category: Administrative Faculty
Deadline: 2017-05-19
Contact Person: Dr. Peter LaMare

Job Description

Central Connecticut State University invites applications for a full-time, Assistant Director. The successful candidate will assist the Associate Director in advancing the graduate admissions program of the University and will be responsible for working in the identification and recruitment of new graduate students. This position requires some evening and weekend work. Occasional out-of-state travel is required. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree
Minimum of three years of professional work experience in admissions, higher education or related field
Knowledge of SQL database or other software systems
Demonstrated excellent interpersonal communication skills and ability to execute administrative functions
Demonstrated ability to grasp knowledge of and communicate information about academic programs offered at the University
Commitment to working a diverse student body

Candidates and/or experience substantially comparable to the above may also be considered.

Other Position Requirements:

- Valid driver's license
Ability to travel in-state with or without accommodations

Preferred Qualifications:

- Master's degree
Professional recruitment work experience at the university undergraduate and/or graduate level
Experience with administrative functions such as evaluating and making decisions on admission applications
Demonstrated experience with identifying and implementing recruitment outreach activities of underrepresented, diverse populations
Computer proficiency, e.g., Microsoft Office Suite and data-based systems such as Customer Relationship Management (CRM)
Demonstrated professional presentation skills
Demonstrated experience with student needs in a professional setting

The University/CCSU is one of four universities in the Connecticut State College & University system. Graduated professors and a wide array of students progress through a baccalaureate program in whatever field they choose. Our motto welcomes everyone to 'Six Years @ CCSU'. CCSU serves approximately 12,200 students - 8,300 undergraduates, and 3,700 graduates with a forty diverse population more than 50 percent of students are of traditional ethnicity heritage. Visit us with us at http://www.ccsu.edu.

The Community/CCSU is located in New Britain, a city of some 70,000, within a 100-mile drive to the state capital in Hartford. New Britain is home to the nationally recognized New Britain Museum of American Art and offers a range of cultural opportunities, including the New Britain Symphony Orchestra, two theaters, and an extensive park system. The University is approximately two hours (by car) from both Boston and New York City.

Application and Appointment: For full consideration, applications must be received by May 18, 2017. Salary is commensurate with education and experience; minimum salary is \$32,498. To begin the application process, click on the Apply Now button and electronically submit the following information:

- Letter of Interest addressing qualifications for the position
Current resume
Names of three current professional references (one must be a current or former supervisor) with mail and email addresses, and phone number

Please include any personally identifiable information (i.e., SSN, DOB, marital status) from any documents submitted. Incomplete applications will not be considered. On-site or on-call copies will not be accepted. For more information contact Dr. Peter LaMare at 860-832-2910 or via email: p.lamare@ccsu.edu. Candidates selected for on-campus interviews will be required to deliver a presentation as part of the interview process.

Central Connecticut State University is an affirmative action and equal opportunity employer.

https://hrat.ccsu.edu/index.php?job=219

9/1/2017

https://hrat.ccsu.edu/index.php?job=220

5/23/2017



CENTRAL CONNECTICUT STATE UNIVERSITY
Job Title: Power Plant Operator - Energy Center
(2 vacancies)

C17-0241

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: Central CT State University - New Britain, CT
Position #s: (1) 052457a
(2) 052457b
Hours: To Be Determined
Salary: \$56,252 to \$72,323 (Salary Grade: FM 18)
Closing Date: August 15, 2017

This is a competitive Job Class. This Job Opening also serves as the examination and will be used for these vacancies within Central Connecticut State University. The established list of qualified candidates will remain in effect for up to one year from the closing date; however, candidates must apply separately for future vacancies in other agencies as specific Job Openings are announced.

The determination of those candidates who possess the GENERAL EXPERIENCE and SPECIAL EXPERIENCE listed below to qualify for this Job Opening is the examination. When completing your application, please understand that you are applying for the examination as well as applying for the vacancy; please submit information with this in mind.

Purpose of Class: At Central Connecticut State University this class is accountable for independently performing a full range of duties in the cogeneration power plant.

Examples of Duties: Performs highly skilled duties to ensure safe operation of multiple power plant equipment for economic and efficient production of high pressure steam, electrical power and chilled water to meet energy needs; tours plant to observe operation of equipment and detect facility or area of operation of systems such as reciprocating engines, boilers, steam absorption chillers, electric chillers, pumping systems, large motors, cooling towers, medium voltage switch gear systems, urea and ammonia systems; uses visual and audio observation to monitor engine and manufacturer calibrated readings in accordance with state and federal regulations; records performance indicators on log deficiency report; makes preventive maintenance repairs such as changing fan belts, valves, gauges, greasing of motors and minor plumbing; samples and performs a chemical test to eliminate hardness in cooling water pumps; applies lock out tag out procedure when necessary; adds sand to lower water filter; replaces filter; compares logged data with data from distributed control system gas control points in control software in control room; makes adjustments to control systems set points for proper equipment performance; makes adjustments to maintain electrical production to a defined allowed measurement to minimize commercial power consumption; monitors control system for necessary production process control and performance; refers to defined ranges set by vendor and in accordance with state and federal regulations, detects facility and create equipment operators through transfer needs on display reports and responds to equipment via the diagnosis and repair equipment problem; contacts supervisor and or outside vendor to repair as appropriate or follow power outage procedure; prepares reports as required; monitors energy management system for subnormal operational controls, records critical data and contacts appropriate trade workers for repairs; takes general maintenance phone calls and direct calls to appropriate trade workers and completes work orders if necessary; performs related duties as required.

Minimum Qualifications Required Knowledge, Skill and Ability: Knowledge of theory and application of high pressure boilers, heat recovery steam generation, reciprocating engines and auxiliary systems; knowledge of industrial instrumentation and control systems; interpretational skills and written communication skills; ability to read and interpret piping and instrument diagrams, electrical one-line, schematic and logic diagrams; ability to apply some principles of physics, chemistry, thermodynamics, heat transfer, fluid flow and combustion; ability to utilize computer software.

General Experience: Three (3) years of experience in a cogeneration power plant or industrial setting including the operation, maintenance and repair of high pressure steam boilers, heat recovery steam generators or other mechanical equipment.

Substitutions Allowed:

- Graduation from a vocational or technical school with a diploma in a related field may be substituted for two (2) years of the General Experience.
College training in mechanical engineering or a related field may be substituted for the General Experience on the basis of fifteen (15) semester hours equating one-half (1/2) year of experience to a maximum of three (3) years for a Bachelor's degree.

Physical Requirements: Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties. A physical examination may be required.

Working Conditions: Incumbents in this class may be required to lift moderate to heavy weights, use protective equipment such as respirators and safety goggles and may be exposed to significant levels of noise, dust, heat and risk of injury from equipment and/or environmental conditions.

Note: The filing of this position will be in accordance with reemployment and SEBA employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit the following to the below address:

- Cover letter including Recruitment Number C17-0241 in this cover letter
A completed State Application for Employment C17-0241
The name, title and phone numbers of two current professional references
State employees attach copies of your two most recent performance appraisals.

Department of Administrative Services
Statewide Human Resources Management
Job Posting No. 052457a
052457b
450 Columbus Boulevard - Suite 1502
Hartford, CT 06103

Secure Fax: 860-832-2910 (Preferred Method)

If faxing materials, keep a copy of your completed application form and the fax transmittal receipt for your records. Make certain that your application form is complete and transmitted correctly and without error. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted. Due to the large number of applications received, we cannot confirm receipt of applications.

This examination is pass/fail. Notice of results will be mailed to you as soon as all applications have been reviewed.

Applications will be accepted by U.S. Mail, email or fax. Late or incomplete applications will not be considered.

All candidates for employment at Central CT State University are subject to a pre-employment background investigation, including criminal background check, federal sanctions, and reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

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

If you are requesting special accommodations under the provisions of the Americans with Disabilities Act (ADA) please contact Keith Anderson at 860-713-5059 or keith.anderson@ct.gov.

C18-008

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Central Connecticut State University
Location: New Britain, CT 06500
Job Type: Regular
Job Schedule: Full-time
Document ID: AB356-4LAN
Posted on: 09/11/2017

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PROVOST

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Central's faculty and staff provide a rich educational experience in addition to classroom instruction. Its International study/travel program is often ranked by *Open Doors* as one of the top 40 in the nation among regional comprehensive universities. Twenty-one per cent of Central's graduates have had a research experience. The Carnegie Foundation for the Advancement of Teaching has recognized Central for its high level of community engagement. In 2016, Central's Community Engagement Committee was awarded the first CT Campus Compact Campus Leadership Award in recognition of its efforts to foster more community engagement activity by CCSU faculty and students.

As chief academic officer, the provost is a key partner in academic decision-making, providing leadership in all academic matters and working collaboratively with deans, faculty, staff, and administration to further the University's mission and vision. The new provost will be expected to provide leadership in a variety of areas, including learning assessment; student-success programs; general-education review; academic-program assessment and planning; reaccreditation; faculty hiring and development; and creating an environment in which faculty entrepreneurship, research, and creative activity will flourish.

The ideal candidate will have a strong academic background; a history of successful academic leadership, including administrative experience at the level of dean or above; broad experience with the major issues and challenges of academic affairs; and the ability to work collegially with students, faculty and staff, fellow administrators, and members of the wider community.

https://jobs.diversejobs.net/job/central-new-britain/provost-AB356-4LAN

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For further information about this opportunity and instructions to applicants, please visit www.aqssearch.com/searches/provost-central-connecticut-state-university.

For fullest consideration, applications should be received by October 23, 2017.

Nominations and Inquiries are welcomed and should be directed to:

Robert Hoyer, PhD

Search Consultant

robert.hoyer@aqsearch.com

804-359-9370

804-402-6736 (c)

All inquiries, nominations, and applications will be held in the strictest confidence.

Central Connecticut State University is committed to a policy of equal opportunity and affirmative action for all qualified persons. CCSU does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, transgender status, gender identity or expression, disability (including, but not limited to,

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As an affirmative action employer, CCSU actively seeks and encourages applications from women, minorities, persons with disabilities, and individuals with protected veteran status. The University provides reasonable accommodations to qualified individuals with disabilities upon request.

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Central Connecticut State University

Location: New Britain, CT 06500
Document ID: AB356-4LAN

Job Type: Regular

Job Schedule: Full-time

Posted on: 09/11/2017

Provost

Institution: Central Connecticut State University
Location: New Britain, CT
Category: Executive - Academic Vice Presidents and Provosts
Posted: 09/11/2017
Application Due: 10/23/2017
Type: Full Time
Notes: Included in Diversity and Inclusion Email

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<https://www.higheredjobs.com/search/details.cfm?JobCode=176562370&Title=Provost>

1/3

Email Address: robert.holyer@agbsearch.com

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APPLICATION INFORMATION

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<https://www.higheredjobs.com/search/details.cfm?JobCode=176562370&Title=Provost>

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Provost

Central Connecticut State in Connecticut

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Date Posted September 15, 2017

Employment Type Full-time

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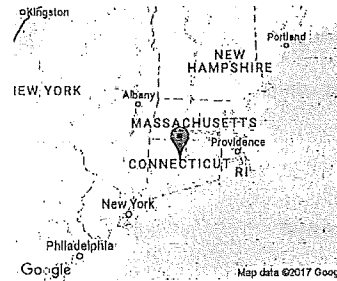
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Central CT State University

Department of Chemistry & Biochemistry: Assistant/Associate Professor [#C18-011]

Central CT State University

Computer Science Department: Assistant/ASSOCIATE Professor [#C18-012]

Central CT State University

Assistant/Associate Professor - Clinical

Central Connecticut State University

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- Manage your job search, whether as a teaching assistant, a tenure-track professor, or a top administrator

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Table with 4 columns: Title, Employer, Location, Class. Row 1: Provost, Central Connecticut State University, New Britain, Connecticut, Oct 16, 2017.

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reaccreditation, faculty hiring and development, and creating an environment in which faculty entrepreneurship, research, and creative activity will flourish.

The ideal candidate will have a strong academic background; a history of successful academic leadership, including administrative experience at the level of dean or above; broad experience with the major issues and challenges of academic affairs; and the ability to work collegially with students, faculty and staff, fellow administrators, and members of the wider community.

For further information about this opportunity and instructions to applicants, please visit www.agbsearch.com/searches/provost-central-connecticut-state-university

For fullest consideration, applications should be received by October 23, 2017.

Nominations and inquiries are welcomed and should be directed to:

Robert Holyer, PhD

Executive Search Consultant

AGB Search

robert.holyer@agbsearch.com

804-359-9370

804-402-6736 (c)

All inquiries, nominations, and applications will be held in the strictest confidence.

Central Connecticut State University is committed to a policy of equal opportunity and affirmative action for all qualified persons. CCSU does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religion, creed, sex, age, national origin, ancestry, marital status, sexual orientation, transgender status, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disability, physical disability, or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. CCSU does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction.

As an affirmative action employer, CCSU actively seeks and encourages applications from women, minorities, persons with disabilities, and individuals with protected veteran status. The University provides reasonable accommodations to qualified individuals with disabilities upon request.

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10/9/2017

educational leadership and nurse anesthesia practice. In recent years, Central has added master's programs in accounting, exercise science, and STEM education, and an MBA.

Central's 11,784 diverse students are taught and mentored by 455 talented full-time and 575 part-time faculty members and are supported by a devoted full-time staff of 512 and a part-time staff of 125, all of whom are true partners in the educational enterprise. Central's faculty and staff are committed to shared governance in a collective bargaining environment.

Central's faculty and staff provide a rich educational experience in addition to classroom instruction. Its international study/travel program is often ranked by *Open Doors* as one of the top 40 in the nation among regional comprehensive universities. Twenty-one per cent of Central's graduates have had a research experience. The Carnegie Foundation for the Advancement of Teaching has recognized Central for its high level of community engagement. In 2016, Central's Community Engagement Committee was awarded the first CT Campus Compact Campus Leadership Award in recognition of its efforts to foster more community engagement activity by CCSU faculty and students.

As chief academic officer, the provost is a key partner in academic decision-making, providing leadership in all academic matters and working collaboratively with deans, faculty, staff, and administration to further the University's mission and vision. The new provost will be expected to provide leadership in a variety of areas, including learning assessment; student-success programs; general-education review; academic-program assessment and planning; reaccreditation; faculty hiring and development; and creating an environment in which faculty entrepreneurship, research, and creative activity will flourish.

The ideal candidate will have a strong academic background; a history of successful academic leadership, including administrative experience at the level of dean or above; broad experience with the major issues and challenges of academic affairs; and the ability to work collegially with students, faculty and staff, fellow administrators, and members of the wider community.

For further information about this opportunity and instructions to applicants, please visit www.agbsearch.com/searches/provost-central-connecticut-state-university

For fullest consideration, applications should be received by October 23, 2017.

Provost

Central Connecticut State in Connecticut

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Date Posted September 15, 2017

Employment Type Full-time

PROVOST

Central Connecticut State University announces the search for a new Provost and invites expressions of interest, nominations, and applications.

Central seeks an energetic and creative provost to partner with its recently-hired president, Dr. Zulma Toro. The oldest public institution of higher education in Connecticut and the largest of its regional comprehensive universities, Central is in a very strong financial position and enjoys stable enrollments. It has a strong commitment to serve its students and the increasingly diverse region of which it is a part. Under Dr. Toro's leadership, it is poised to grow both in size and in the effectiveness with which it fulfills its mission.

Founded in 1849 as New Britain Normal School, Central has evolved to become a modern comprehensive university with both undergraduate and graduate programs built on a robust foundation of liberal learning. One of the four regional comprehensive universities in Connecticut, it is part of the 17-member Connecticut State Colleges and Universities system created in 2012. It is also part of the Greater Hartford area of 1.2 million residents and is centrally located in the state, within easy reach of much of Connecticut and several of the major metropolitan areas in the region.

Central's five schools – the Carol A. Ammon College of Liberal Arts and Social Sciences, the School of Business (AACSB-accredited), the School of Education and Professional Studies, the School of Engineering, Science, and Technology, and the School of Graduate Studies – offer 100 major programs in over 80 fields of study, including bachelor's and master's degrees as well as several sixth-year professional diplomas and doctoral degrees in

<https://chroniclevita.com/job/0000388748-01>

Nominations and inquiries are welcomed and should be directed to:

Robert Holyer, PhD
Executive Search Consultant
AGB Search
robert.holyer@agbsearch.com
804-359-9370
804-402-6736 (c)

All inquiries, nominations, and applications will be held in the strictest confidence.

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As an affirmative action employer, CCSU actively seeks and encourages applications from women, minorities, persons with disabilities, and individuals with protected veteran status. The University provides reasonable accommodations to qualified individuals with disabilities upon request.

Job Search Results

Department of Biology: Assistant Professor Human Anatomy & Physiology [#C18-010]

Central CT State University in Connecticut

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Date Posted October 6, 2017
Type Tenured, tenure track
Salary Not specified

Employment Type Full-time

Department of Biology: Assistant Professor of Human Anatomy & Physiology [#C18-010]

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Biology. The successful candidate will have the following responsibilities: 1) teach upper-level courses in human anatomy and physiology, 2) develop and teach upper-level courses that are health-related and that supplement existing courses offered by the Department, 3) teach introductory/intermediate-level biology courses, 4) develop a research program appropriate for the participation of undergraduate and Master's level students, and 5) participate in the Doctorate of Nurse Anesthesia program.

Required Qualifications:

- Ph.D. (or equivalent) in Biology or related discipline. The completion of a doctorate is required by the *time of application*
- Candidate is capable of meeting all responsibilities listed above
- College-level teaching experience
- Demonstrated commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- Preferred area of expertise is cardiovascular and/or pulmonary physiology
- Teaching experience includes all aspects of course preparation and full course responsibility for the entire academic term, i.e., experience beyond teaching assistantships and guest lectures
- College teaching experience in both lower-level and upper-level biology courses
- Broadly trained biologist.

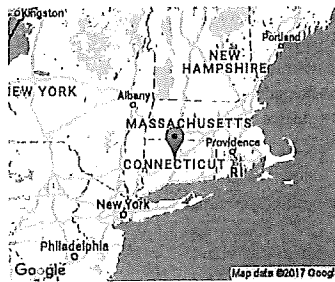
For full consideration, applications must be received by **November 15, 2017**. Salary is commensurate with education and experience. **Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.**

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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Assistant Professor of Human Anatomy & Physiology

C18-010

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Assistant Professor of Human Anatomy & Physiology

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Biology. The successful candidate will have the following responsibilities: 1) teach upper-level courses in human anatomy and physiology, 2) develop and teach upper-level courses that are health-related and that supplement existing courses offered by the Department, 3) teach introductory/intermediate-level biology courses, 4) develop a research program appropriate for the participation of undergraduate and Master's level students, and 5) participate in the Doctorate of Nurse Anesthesia program.

Required Qualifications:

- PhD (or equivalent) in Biology or related discipline. The completion of a doctorate is required by the *time of application*
- Candidate is capable of meeting all responsibilities listed above
- College-level teaching experience
- Demonstrated commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- Preferred area of expertise is cardiovascular and/or pulmonary physiology
- Teaching experience includes all aspects of course preparation and full course

Employer	Central Connecticut State University
Location	New Britain, CT
Salary	Comprehensive benefit package including retirement, health insurance and paid time off
Posted	October 05 2017
Ref	C18-010
Discipline	Life Sciences, Biology
Position Type	Full Time
Organization Type	Academia
Job Type	Faculty

- responsibility for the entire academic term, i.e., experience beyond teaching assistantships and guest lectures
- College teaching experience in both lower-level and upper-level biology courses
- Broadly trained biologist.

For full consideration, applications must be received by **November 15, 2017**. Salary is commensurate with education and experience. **Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.**

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Central Connecticut State University
Location: New Britain, CT 06106
Job Type: Regular
Job Schedule: Full-time
Document ID: AB393-44VS
Posted on: 10/23/2017

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ASST PROFESSOR OF HUMAN ANATOMIST/PHYSIOLOGIST

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Biology. The successful candidate will have the following responsibilities: 1) teach upper-level courses in human anatomy and physiology, 2) develop and teach upper-level courses that are health-related and that supplement existing courses offered by the Department, 3) teach introductory/intermediate-level biology courses, 4) develop a research program appropriate for the participation of undergraduate and Master's level students, and 5) participate in the Doctorate of Nurse Anesthesia program.

Required Qualifications:

- PhD (or equivalent) in Biology or related discipline. The completion of a doctorate is required by the time of application.
- Candidate is capable of meeting all responsibilities listed above.
- College-level teaching experience.
- Demonstrated commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- Preferred area of expertise is cardiovascular and/or pulmonary physiology.
- Teaching experience includes all aspects of course preparation and full course responsibility for the entire academic term, i.e., experience beyond teaching assistantships and guest lectures.
- College teaching experience in both lower-level and upper-level biology courses.
- Broadly trained biologist.

For full consideration, applications must be received by November 15, 2017. Salary is commensurate with education and experience. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

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HigherEdJobs

Department of Biology: Assistant Professor of Human Anatomist/Physiologist [#C18-010]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Faculty - Science - Biology
Posted:	10/25/2017
Application Due:	11/15/2017
Type:	Full Time

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Biology. The successful candidate will have the following responsibilities: 1) teach upper-level courses in human anatomy and physiology, 2) develop and teach upper-level courses that are health-related and that supplement existing courses offered by the Department, 3) teach introductory/intermediate-level biology courses, 4) develop a research program appropriate for the participation of undergraduate and Master's level students, and 5) participate in the Doctorate of Nurse Anesthesia program.



Required Qualifications:

- PhD (or equivalent) in Biology or related discipline. The completion of a doctorate is required by the time of application.
- Candidate is capable of meeting all responsibilities listed above.
- College-level teaching experience.
- Demonstrated commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- Preferred area of expertise is cardiovascular and/or pulmonary physiology.
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- College teaching experience in both lower-level and upper-level biology courses.
- Broadly trained biologist.

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For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact:	Dr. Doug Carter Biology Central Connecticut State University
Phone:	860-832-2749
Online App. Form:	https://hrat.ccsu.edu/default.php

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Central Connecticut State University
Location: New Britain, CT 06106
Job Type: Regular
Job Schedule: Full-time
Document ID: AB393-44VS
Posted on: 10/23/2017

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ASST PROFESSOR OF HUMAN ANATOMIST/PHYSIOLOGIST

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Biology. The successful candidate will have the following responsibilities: 1) teach upper-level courses in human anatomy and physiology, 2) develop and teach upper-level courses that are health-related and that supplement existing courses offered by the Department, 3) teach introductory/intermediate-level biology courses, 4) develop a research program appropriate for the participation of undergraduate and Master's level students, and 5) participate in the Doctorate of Nurse Anesthesia program.

Required Qualifications:

- PhD (or equivalent) in Biology or related discipline. The completion of a doctorate is required by the time of application.
- Candidate is capable of meeting all responsibilities listed above.
- College-level teaching experience.
- Demonstrated commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- Preferred area of expertise is cardiovascular and/or pulmonary physiology.
- Teaching experience includes all aspects of course preparation and full course responsibility for the entire academic term, i.e., experience beyond teaching assistantships and guest lectures.
- College teaching experience in both lower-level and upper-level biology courses.
- Broadly trained biologist.

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Department Of Biology: Assistant Professor of Human Anatomist/Physiologist [#C18-010]

Central CT State University in Connecticut

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Date Posted October 6, 2017
 Type Tenured, tenure track
 Salary Not specified

Employment Type Full-time

Department Of Biology: Assistant Professor of Human Anatomist/Physiologist [#C18-010]

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Biology. The successful candidate will have the following responsibilities: 1) teach upper-level courses in human anatomy and physiology, 2) develop and teach upper-level courses that are health-related and that supplement existing courses offered by the Department, 3) teach introductory/intermediate-level biology courses, 4) develop a research program appropriate for the participation of undergraduate and Master's level students, and 5) participate in the Doctorate of Nurse Anesthesia program.

Required Qualifications:

- Ph.D. (or equivalent) in Biology or related discipline. The completion of a doctorate is required by the *time of application*
- Candidate is capable of meeting all responsibilities listed above
- College-level teaching experience
- Demonstrated commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

<https://chroniclevitea.com/jobs/0000391411-01>

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HigherEd

Department of Chemistry & Biochemistry: Assistant/Associate Professor [#C18-011]

Institution: Central Connecticut State University
 Location: New Britain, CT
 Category: Faculty - Science - Chemistry
 Faculty - Science - Biochemistry and Molecular Biology
 Posted: 09/25/2017
 Application Due: 10/27/2017
 Type: Full Time

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Chemistry & Biochemistry beginning August 2018. The successful candidate will teach undergraduate courses in chemistry, biochemistry, and toxicology and contribute actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Ph.D. in Chemistry, Biochemistry, or Pharmacology
- Ability to teach undergraduate biochemistry lecture and lab courses
- Excellent communication skills
- Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

- Evidence of scholarly activity including but not limited to presentations at local and national meetings & publications in peer reviewed scientific journals
- Experience teaching and mentoring undergraduate students
- A proposed research program appropriate for our students and facilities that complements current faculty expertise.

For full consideration, applications must be received by 5:00 PM, October 27, 2017. Salary and rank are commensurate with education and experience. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

<https://www.higheredjobs.com/search/details.cfm?JobCode=176571953&Title=Department%20of%20Chemistry%20%26%20Biochemistry%20%26%20Toxicology%20%26%20Pharmacology%20%26%20Molecular%20Biology> 1/2

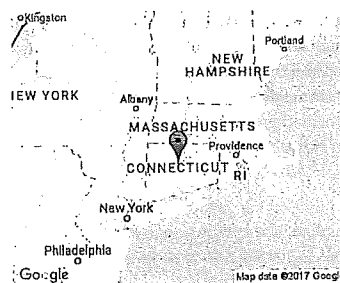
- Preferred area of expertise is cardiovascular and/or pulmonary physiology
- Teaching experience includes all aspects of course preparation and full course responsibility for the entire academic term, i.e., experience beyond teaching assistantships and guest lectures
- College teaching experience in both lower-level and upper-level biology courses
- Broadly trained biologist.

For full consideration, applications must be received by **November 15, 2017**. Salary is commensurate with education and experience. **Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.**

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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APPLICATION INFORMATION

Contact: Dr. Guy Crundwell
 Chemistry & Biochemistry
 Central Connecticut State University

Online App. Form: <https://hrat.ccsu.edu/default.php>

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Job Search Results

Department of Chemistry & Biochemistry: Assistant/Associate Professor [#C18-011]

Central CT State University in Connecticut

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Date Posted September 25, 2017
Type Tenured, tenure track
Salary Commensurate with experience

Employment Type Full-time

Department of Chemistry & Biochemistry: Assistant/Associate Professor [#C18-011]

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Chemistry & Biochemistry beginning August 2018. The successful candidate will teach undergraduate courses in chemistry, biochemistry, and toxicology and contribute actively and effectively to student growth, service, and scholarship.

Required Qualifications:

- D. in Chemistry, Biochemistry, or Pharmacology
Ability to teach undergraduate biochemistry lecture and lab courses
Excellent communication skills
Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

- Evidence of scholarly activity including but not limited to presentations at local and national meetings & publications in peer reviewed scientific journals
Experience teaching and mentoring undergraduate students

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- A proposed research program appropriate for our students and facilities that complements current faculty expertise.

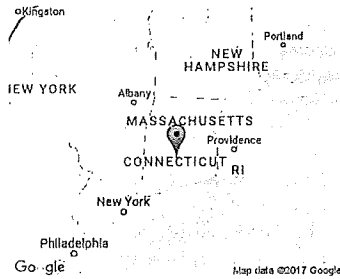
For full consideration, applications must be received by 5:00 PM, October 27, 2017. Salary and rank are commensurate with education and experience. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For more information and application instructions, go to: https://hrat.ccsu.edu/default.php

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C18-011

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Central Connecticut State University
Location: New Britain, CT 06550
Job Type: Regular
Job Schedule: Full-time
Document ID: AB393-44VV
Posted on: 10/08/2017

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CHEMISTRY & BIOCHEMISTRY: ASST/ASSOCIATE PROFESSOR

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Chemistry & Biochemistry beginning August 2018. The successful candidate will teach undergraduate courses in chemistry, biochemistry, and toxicology and contribute actively and effectively to student growth, service, and scholarship.

Required Qualifications:

- Ph.D. in Chemistry, Biochemistry, or Pharmacology
Ability to teach undergraduate biochemistry lecture and lab courses
Excellent communication skills
Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

- Evidence of scholarly activity including but not limited to presentations at local and national meetings & publications in peer reviewed scientific journals
Experience teaching and mentoring undergraduate students
A proposed research program appropriate for our students and facilities that complements current faculty expertise.

For full consideration, applications must be received by 5:00 PM, October 27, 2017. Salary and rank are commensurate with education and experience. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

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Central Connecticut State University
Location: New Britain, CT 06550
Job Type: Regular
Job Schedule: Full-time
Document ID: AB393-44VV
Posted on: 10/08/2017

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ECONOMICS: ASSISTANT PROFESSOR

Central Connecticut State University (CCSU) invites applications for a full-time, tenure-track position at the Assistant Professor level beginning August 2018. Responsibilities include teaching introductory and upper-division courses, engaging in scholarly research leading to refereed publications, serving on departmental and university committees, advising students, and participating in allied professional activities as outlined in the Department's Promotion and Tenure Guidelines.

Required Qualifications:

- Doctoral degree in Economics or related field, by the time of appointment, with primary specialization in Money and Banking (M1, C10, E3, E4, or E5)
Commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- A secondary specialization in Econometrics (with a focus on quantitative methods common to Macroeconomics) or International Economics
Evidence of demonstrated effectiveness in teaching as a primary instructor at the undergraduate level, scholarly research, and professional activity commensurate with experience.

For full consideration, applications must be received by November 3, 2017. Salary is commensurate with education and experience. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

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C18-013

HigherEd

Department of Economics: Assistant Professor

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Faculty - Liberal Arts - Economics
Posted:	09/21/2017
Application Due:	11/03/2017
Type:	Full Time

Central Connecticut State University (CCSU) invites applications for a full-time, tenure-track position at the Assistant Professor level beginning August 2018. Responsibilities include teaching Introductory and upper-division courses, engaging in scholarly research leading to refereed publications, serving on departmental and university committees, advising students, and participating in allied professional activities as outlined in the Department's Promotion and Tenure Guidelines (http://web.ccsu.edu/facultysenate/files/Department_P_T_Guidelines/EconomicsPTGuide2017.pdf). Candidates are expected to be committed to multiculturalism and working with a diverse student body. Candidates are also expected to have familiarity/experience with the internship process and to have (or be willing to establish) professional relationships with local businesses and government agencies (those without existing relationships are expected to have a plan for how these relationships will be established).

Required Qualifications:

- Doctoral degree in Economics or related field, by the time of appointment, with primary specialization in Money and Banking (JEL Code E3, E4, or E5)
- Commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- A secondary specialization in Econometrics (with a focus on quantitative methods common to Macroeconomics) or International Economics
- Evidence of demonstrated effectiveness in teaching as a primary instructor at the undergraduate level, scholarly research, and professional activity commensurate with experience.

For full consideration, applications must be received by November 3, 2017. Salary is commensurate with education and experience. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact:	Dr. Christina Robinson Economics Central Connecticut State University
Phone:	860-832-2727
Online App. Form:	https://hrat.ccsu.edu/default.php

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JOE Listings (Job Openings for Economists)

August 1, 2017 - January 31, 2018

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Central Connecticut State University

College of Liberal Arts & Sciences
Department of Economics
Assistant Professor #C18-013

JOE ID Number: 2017-02_111458643
Date Posted: 10/02/2017

Position Title/Short Description

Title: Assistant Professor #C18-013
Section: US: Full-Time Academic (Permanent, Tenure Track or Tenured)
Location: New Britain, Connecticut, UNITED STATES
JEL Classifications:
E3 -- Prices, Business Fluctuations, and Cycles
E4 -- Money and Interest Rates
E5 -- Monetary Policy, Central Banking, and the Supply of Money and Credit
Keywords:
Money & Banking Specialty in Economics

Full Text of JOE Listing:

Central Connecticut State University invites applications for a full-time, tenure-track Assistant Professor beginning August 2018. Responsibilities include teaching introductory and upper-division courses, engaging in scholarly research leading to refereed publications, serving on departmental and university committees, advising students, and participating in allied professional activities. Candidates are expected to have familiarity/experience with the internship process and to have (or be willing to establish) professional relationships with local businesses and government agencies (or have a plan for how these relationships will be established).

Required Qualifications:

- Doctoral degree in Economics or related field, by the time of appointment, with primary specialization in Money and Banking (JEL Code E3, E4, or E5)
- Commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- A secondary specialization in Econometrics (with a focus on quantitative methods common to Macroeconomics) or International Economics
- Evidence of demonstrated effectiveness in teaching as a primary instructor at the undergraduate level, scholarly research, and professional activity commensurate with experience.

For full consideration, applications must be received by November 3, 2017. Salary is commensurate with education and experience.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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Application Requirements:

- External Application Link

Application deadline: 11/03/2017

Additional Information For Applicants:

Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

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Job Search Results

Department of Economics: Assistant Professor [#C18-013]

Central CT State University in Connecticut

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Date Posted October 23, 2017
Type Tenured, tenure track
Salary Commensurate with experience

Employment Type Full-time

Department of Economics: Assistant Professor [#C18-013]

Central Connecticut State University (CCSU) invites applications for a full-time, tenure-track position at the Assistant Professor level beginning August 2018. Responsibilities include teaching introductory and upper-division courses, engaging in scholarly research leading to refereed publications, serving on departmental and university committees, advising students, and participating in allied professional activities as outlined in the Department's Promotion and Tenure Guidelines (http://web.ccsu.edu/facultysenate/files/Department_P_T_Guidelines/EconomicsPTGuide2017.pdf). Candidates are expected to be committed to multiculturalism and working with a diverse student body. Candidates are also expected to have familiarity/experience with the internship process and to have (or be willing to establish) professional relationships with local businesses and government agencies (those without existing relationships are expected to have a plan for how these relationships will be established).

Required Qualifications:

- Doctoral degree in Economics or related field, by the time of appointment, with primary specialization in Money and Banking (JEL Code E3, E4, or E5)
- Commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- A secondary specialization in Econometrics (with a focus on quantitative methods common to Macroeconomics) or International Economics
- Evidence of demonstrated effectiveness in teaching as a primary instructor at the undergraduate level, scholarly research, and professional activity commensurate with experience.

For full consideration, applications must be received by November 3, 2017. Salary is commensurate with education and experience. Incomplete applications will *not* be considered. Emailed or mailed copies will *not* be accepted.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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Central CT State University

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Job Details | ECONOMICS: ASSISTANT PROFESSOR at Central Connecticut State University



Accounting Department: Assistant/Associate Professor [#C18-014] | ChronicleVitae

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C18-013

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Central Connecticut State University
 Location: New Britain, CT 06103
 Job Type: Regular
 Job Schedule: Full-time

Document ID: AB03-4000
 Post Date: 10/23/2017

ECONOMICS: ASSISTANT PROFESSOR

Central Connecticut State University (CCSU) invites applications for a full-time, tenure-track position at the Assistant Professor level beginning August 2018. Responsibilities include teaching introductory and upper-division courses, engaging in scholarly research leading to refereed publications, serving on departmental and university committees, advising students, and participating in allied professional activities as outlined in the Department's Promotion and Tenure Guidelines (http://web.ccsu.edu/facultysenate/files/Department_P_T_Guidelines/EconomicsPTGuide2017.pdf). Candidates are expected to be committed to multiculturalism and working with a diverse student body. Candidates are also expected to have familiarity/experience with the internship process and to have (or be willing to establish) professional relationships with local businesses and government agencies (those without existing relationships are expected to have a plan for how these relationships will be established).

Required Qualifications:

- Doctoral degree in Economics or related field, by the time of appointment, with primary specialization in Money and Banking (JEL Code E3, E4, or E5)
- Commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- A secondary specialization in Econometrics (with a focus on quantitative methods common to Macroeconomics) or International Economics
- Evidence of demonstrated effectiveness in teaching as a primary instructor at the undergraduate level, scholarly research, and professional activity commensurate with experience.

For full consideration, applications must be received by November 3, 2017. Salary is commensurate with education and experience. Incomplete applications will *not* be considered. Emailed or mailed copies will *not* be accepted.

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C18-014

11

- Commitment to serving culturally, ethnically and linguistically diverse communities

Preferred Qualifications:

- Two years of teaching accounting-related topics at the college undergraduate and/or graduate level.
- Established record of, or demonstrated potential, for high quality research to meet AACSB's classification as Scholarly Academic or Scholarly Practitioner
- Extensive experience in accounting (Manager level experience)
- Professional accounting certification (CPA preferred)

For full consideration, applications must be received by **October 30, 2017**. Salary and rank are commensurate with education and experience. Benefits include tuition waiver at any of the four state universities for the employee, their spouse and unmarried dependents under the age of 25. **Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.**

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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Central Connecticut State University
Location: New Britain, CT 06655
Job Types: Regular
Job Schedule: Full-time

Document ID: AB382-499P
Posted on: 09/13/2017

[View Employer Profiles](#)

ACCOUNTING DEPARTMENT: ASST/ASSOC PROFESSOR

Central Connecticut State University invites applications for two full-time, tenure-track faculty positions in the Accounting Department within the School of Business, effective with the 2018-19 academic year. The successful candidate will teach undergraduate and/or graduate courses in accounting. Candidates are expected to contribute actively and effectively to student growth, service, and scholarship and also expected to be committed to multiculturalism and to working with a diverse student body.

Required Qualifications:

- Doctorate in Accounting or equivalent from a regionally accredited university; ABD with an August 2018 completion date will be considered.
- Commitment to serving culturally, ethnically and linguistically diverse communities

Preferred Qualifications:

- Two years of teaching accounting-related topics at the college undergraduate and/or graduate level.
- Established record of, or demonstrated potential, for high quality research to meet AACSB's classification as Scholarly Academic or Scholarly Practitioner
- Extensive experience in accounting (Manager level experience)
- Professional accounting certification (CPA preferred)

For full consideration, applications must be received by **October 30, 2017**. Salary and rank are commensurate with education and experience. Benefits include tuition waiver at any of the four state universities for the employee, their spouse and unmarried dependents under the age of 25. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

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HigherEd

Accounting Department: Assistant/Associate Professor [#C18-014]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Faculty - Business - Accounting
Posted:	09/13/2017
Application Due:	10/30/2017
Type:	Full Time

Central Connecticut State University invites applications for two full-time, tenure-track faculty positions in the Accounting Department within the School of Business, effective with the 2018-19 academic year. The successful candidate will teach undergraduate and/or graduate courses in accounting. Candidates are expected to contribute actively and effectively to student growth, service, and scholarship and also expected to be committed to multiculturalism and to working with a diverse student body.

Required Qualifications:

- Doctorate in Accounting or equivalent from a regionally accredited university; ABD with an August 2018 completion date will be considered.
- Commitment to serving culturally, ethnically and linguistically diverse communities

Preferred Qualifications:

- Two years of teaching accounting-related topics at the college undergraduate and/or graduate level.
- Established record of, or demonstrated potential, for high quality research to meet AACSB's classification as Scholarly Academic or Scholarly Practitioner
- Extensive experience in accounting (Manager level experience)
- Professional accounting certification (CPA preferred)

For full consideration, applications must be received by **October 30, 2017**. Salary and rank are commensurate with education and experience. Benefits include tuition waiver at any of the four state universities for the employee, their spouse and unmarried dependents under the age of 25. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

Contact: Male Kulesza
Accounting
Central Connecticut State University

Phone: 860-832-2497

Online App. Form: <https://hrat.ccsu.edu/default.php>

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Apply through Institution's Website

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American Accounting Association

Thought Leaders in Accounting

(http://aaahq.org)

C18-014

American Accounting Association

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Central Connecticut State University ASSISTANT/ASSOCIATE PROFESSOR

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Description

Central Connecticut State University invites applications for two full-time, tenure-track faculty positions in the Accounting Department within the School of Business, effective with the 2018-19 academic year.

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Requirements

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Required Qualifications:

- Doctorate in Accounting or equivalent from a regionally accredited university; ABD with an August 2018 completion date will be considered.
• Commitment to serving culturally, ethnically and linguistically diverse communities

Preferred Qualifications:

- Two years of teaching accounting-related topics at the college undergraduate and/or graduate level.
• Established record of, or demonstrated potential, for high quality research to meet AACSB's classification as Scholarly Academic or Scholarly Practitioner
• Extensive experience in accounting (Manager level experience)
• Professional accounting certification (CPA preferred)

For full consideration, applications must be received by October 30, 2017. Salary and rank are commensurate with education and experience. Benefits include tuition waiver at any of the four state universities for the employee, their spouse and unmarried dependents under the age of 25. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For more information and application instructions, go to: https://hrat.ccsu.edu/default.php (https://hrat.ccsu.edu/default.php),

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Accounting Department: Assistant/Associate Professor [#C18-014]

Central Connecticut State University in Connecticut

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Date Posted October 23, 2017
 Type Tenured, tenure track
 Salary Not specified
 Employment Type Full-time

Accounting Department: Assistant/Associate Professor [#C18-014]

Central Connecticut State University invites applications for two full-time, tenure-track faculty positions in the Accounting Department within the School of Business, effective with the 2018-19 academic year. The successful candidate will teach undergraduate and/or graduate courses in accounting. Candidates are expected to contribute actively and effectively to student growth, service, and scholarship and also expected to be committed to multiculturalism and to working with a diverse student body.

Required Qualifications:

- Doctorate in Accounting or equivalent from a regionally accredited university; ABD with an

August 2018 completion date will be considered.

- Commitment to serving culturally, ethnically and linguistically diverse communities

Preferred Qualifications:

- Two years of teaching accounting-related topics at the college undergraduate and/or graduate level.
- Established record of, or demonstrated potential, for high quality research to meet AACSB's classification as Scholarly Academic or Scholarly Practitioner
- Extensive experience in accounting (Manager level experience)
- Professional accounting certification (CPA preferred)

For full consideration, applications must be received by **October 30, 2017**. Salary and rank are commensurate with education and experience. Benefits include tuition waiver at any of the four state universities for the employee, their spouse and unmarried dependents under the age of 25. **Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.**

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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Department of MUSIC: Director of Bands Instrumental Music Education [#C18-009]

Central CT State University

Dean, School of Engineering, Science, & Technology [#C18-018]

Central CT State University

Department of Biology: Assistant Professor of Human Anatomy & Physiology [#C18-010]

Central CT State University

How To Apply

You can apply for this position online at <https://hrat.ccsu.edu/default.php>



Back to Opportunities
 Instructional Faculty
 [C18-016] - Social Work Department: Assistant/Associate Professor

Position Information

Category: Instructional Faculty
 Deadline: 2017-10-31
 Contact Person: Dr. Joanne Leon
 Email: JoanneL@ccsu.edu
 Phone: 860-832-3148

Apply Now

Job Description

Central Connecticut State University invites applications for a full-time, tenure-track position in the social work department. The successful candidate will teach in a COVID-approved undergraduate social work program and coordinate activity and strategy to student growth, service, and scholarship. Additional responsibilities include academic advising, serving as field liaison, serving on academic committee assignments, community engagement, grant writing, participating in industry events and other department and university level activities. The successful applicant has a strong teaching philosophy including a competency-based education with a progressive stance on teaching diversity and minority perspectives. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Doctorate in Social Work or related field holding a JD, ABD considered if the completion of the doctorate is by June 1, 2018
- MSW from a CSWE accredited university
- Three years full-time post MSW social work direct practice experience
- Commitment to serving culturally, ethnically and linguistically diverse communities
- College teaching experience in a variety of social work functions and practice contexts such as research methods, human behavior and the social environment, generalist practice & policy.

Preferred Qualifications:

- Documented research, scholarship and publications
- Experience in field coordination
- Communication and interpersonal skills sufficient to work effectively with a diverse array of students and staff
- Experience in recruitment, student academic advising, committee assignments, professional development activities, research and community service.

The University CCSU is one of four universities in the Connecticut State Colleges & Universities system. Ranked professors and a wide array of academic programs prepare students for success in whatever field they choose. Our motto is "Diversity is a virtue to the Human Race." CCSU is a diverse community of 12,000 students, 4,000 undergraduate, and 8,000 graduate with a fully diverse population more than 30 percent of students are of traditional minority heritage. Visit our web site at 203www.ccsu.edu.

The University CCSU is located in New Britain, a city of some 70,000, which is 10 minutes drive to the state capital in Hartford. New Britain is home to the nationally recognized New Britain Museum of American Art and offers a range of cultural opportunities, including the New Britain Symphony Orchestra, the library, and an extensive park system. The University is approximately two hours by car from both Boston and New York City.

Applications and Appointments: For full consideration, applications must be received by October 31, 2017. Salary and rank are commensurate with education and experience. To begin the application process, click on the Apply Now button and electronically submit the following in a single file:

- Letter of interest addressing all the qualifications for the position including a statement on demonstrated scholarship & publications
- Current curriculum vitae
- Names of three current professional references with email and email addresses and telephone numbers
- Transcripts (official copies are acceptable; if selected, official copies will be required).

For ABD candidates, letter from thesis advisor stating anticipated date of completion.

Please indicate any potentially conflicting information (e.g., SDI, DSI, marital status) from any documents submitted. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For information contact Dr. Joanne Leon at 860-832-3148 or JoanneL@ccsu.edu.

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Central Connecticut State University
 Location: New Britain, CT 06599
 Job Type: Regular
 Job Schedule: Full-time

Document ID: AB333-44VZ
 Posted on: 10/06/2017

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SOCIAL WORK: ASSIST/ASSOCIATE PROFESSOR - CLINICAL

Central Connecticut State University invites applications for a full-time, tenure-track position in the social work department. The successful candidate will teach in a CSWE-accredited undergraduate social work program and contribute actively and effectively to student growth, service, and scholarship. Additional responsibilities include academic advising, serving as field liaison, serving on academic committee assignments, community engagement, grant writing, and other department, participate in university events and academy service activities. The accredited program has a strong teaching emphasis including a competency-based education with a proactive stance valuing diverse and minority perspectives. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Doctorate in Social Work or related field including a JD; ABD considered if the completion of the doctorate is by June 1, 2018
- MSW from a CSWE accredited university
- Three years full-time post MSW clinical social work direct practice experience
- Commitment to serving culturally, ethnically and linguistically diverse communities
- College teaching experience in a variety of social work foundation and practice courses such as research methods, human behavior and the social environment, generalist practice & policy.

Preferred Qualifications:

- Demonstrated research, scholarship and publication
- Experience in field coordination
- Communication and interpersonal skills sufficient to work effectively with a diverse array of students and colleagues
- Experience in reaccrditional, student academic advising, committee assignments, professional development activities, research and community service.

For full consideration, applications must be received by October 31, 2017. Salary and rank are commensurate with education and experience. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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HigherEd

Department of Social Work: Assistant/Associate Professor [#C18-015]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Faculty - Liberal Arts - Social Work
Posted:	09/22/2017
Application Due:	10/31/2017
Type:	Full Time

Central Connecticut State University invites applications for a full-time, tenure-track position in the social work department. The successful candidate will teach in a CSWE-accredited undergraduate social work program and contribute actively and effectively to student growth, service, and scholarship. Additional responsibilities include academic advising, serving as field liaison, serving on academic committee assignments, community engagement, grant writing, and other department, participate in university events and academy service activities. The accredited program has a strong teaching emphasis including a competency-based education with a proactive stance valuing diverse and minority perspectives. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Doctorate in Social Work or related field including a JD; ABD considered if the completion of the doctorate is by June 1, 2018
- MSW from a CSWE accredited university
- Three years full-time post MSW social work direct practice experience
- Commitment to serving culturally, ethnically and linguistically diverse communities
- College teaching experience in a variety of social work foundation and practice courses such as research methods, human behavior and the social environment, generalist practice & policy.

Preferred Qualifications:

- Demonstrated research, scholarship and publication
- Experience in field coordination
- Communication and interpersonal skills sufficient to work effectively with a diverse array of students and colleagues
- Experience in reaccrditional, student academic advising, committee assignments, professional development activities, research and community service.

<https://www.higheredjobs.com/search/details.cfm?JobCode=176571323&Title=Department%20of%20Social%20Work%3A%20Assistant%2FAssociate...>

10/8/2017 Department of Social Work: Assistant/Associate Professor [#C18-015] - HigherEdJobs

For full consideration, applications must be received by October 31, 2017. Salary and rank are commensurate with education and experience. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact: Dr. Joanne Leon
 Social Work
 Central Connecticut State University

Phone: 860-832-3146

Online App. Form: <https://hrat.ccsu.edu/default.php>

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10/8/2017 Assistant/Associate Professor - Social Work | ChronicleVista

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Assistant/Associate Professor - Social Work

Central Connecticut State University in Connecticut

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Date Posted: September 25, 2017
 Type: Tenured, tenure track
 Salary: Commensurate with experience

Employment Type Full-time

Department of Social Work: Assistant/Associate Professor [#C18-015]

Central Connecticut State University invites applications for a full-time, tenure-track position in the social work department. The successful candidate will teach in a CSWE-accredited undergraduate social work program and contribute actively and effectively to student growth, service, and scholarship. Additional responsibilities include academic advising, serving as field liaison, serving on academic committee assignments, community engagement, grant writing, and other department, participate in university events and academy service activities. The accredited program has a strong teaching emphasis including a competency-based education with a proactive stance valuing diverse and minority perspectives. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Doctorate in Social Work or related field including a JD; ABD considered if the completion of the doctorate is by June 1, 2018
- MSW from a CSWE accredited university
- Three years full-time post MSW social work direct practice experience
- Commitment to serving culturally, ethnically and linguistically diverse communities
- College teaching experience in a variety of social work foundation and practice courses such as research methods, human behavior and the social environment, generalist

practice & policy.

Preferred Qualifications:

- Demonstrated research, scholarship and publication experience in field coordination
- Communication and interpersonal skills sufficient to work effectively with a diverse array of students and colleagues
- Experience in reaccreditation, student academic advising, committee assignments, professional development activities, research and community service.

For full consideration, applications must be received by **October 31, 2017**. Salary and rank are commensurate with education and experience. **Incomplete applications will not be considered.** Emailed or mailed copies will not be accepted.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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218-015

Assistant/Associate Professor - Clinical
 Central Connecticut State University
 New Britain, CT
 Central Connecticut State University invites applications for a full-time, tenure-track position (clinical) in the social work department. The successful candidate will teach in a CSWE-accredited undergraduate social work program and contribute actively and effectively to student growth, service, and scholarship. Additional responsibilities include academic advising, serving as field liaison, serving on academic committee assignments, community engagement, grant writing, participate in university events and other department and academy service activities. The accredited program has a strong teaching emphasis including a competency-based education with a proactive stance valuing diverse and minority perspectives. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Doctorate in Social Work or related field including a JD, ABD considered if the completion of the doctorate is by June 1, 2018
- MSW from a CSWE accredited university
- Three years full-time post-MSW clinical social work direct practice experience
- Commitment to serving culturally, ethnically and linguistically diverse communities
- College teaching experience in a variety of social work foundation and practice courses such as research methods, human behavior and the social environment, generalist practice & policy.

Preferred Qualifications:

- Demonstrated research, scholarship and publication
- Experience in field coordination
- Communication and interpersonal skills sufficient to work effectively with a diverse array of students and colleagues
- Experience in reaccreditation, student academic advising, committee assignments, professional development activities, research and community service.

The University: CCSU is one of four universities in the Connecticut State Colleges & Universities system. Essential professors and a wide array of academic programs prepares students for success in whatever field they choose. CCSU's motto is more than a slogan; it educates the University's commitment to students: "Start with a dream. Finish with a degree." CCSU serves approximately 12,000 students - 9,500 undergraduates, and 2,700 graduates. CCSU is richly diverse: more than 25 percent of students are of traditional minority heritage. Visit our web site at <http://www.ccsu.edu>.

The Community: CCSU is located in New Britain, a city of some 70,000, within a 10-minute drive to the state capital in Hartford. New Britain is home to the nationally recognized New Britain Museum of American Art and offers a range of cultural opportunities, including the New Britain Symphony Orchestra, two theatres, and an extensive park system. The University is approximately two hours (by car) from both Boston and New York City.

Application and Appointment: For full consideration, applications

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must be received by October 31, 2017. Salary and rank are commensurate with education and experience. To begin the application process, click on the Apply Now button and electronically submit the following in a single file:

- Letter of interest addressing all the qualifications for the position including a statement on demonstrated scholarship & publications
- Current curriculum vitae
- Names of three current professional references with mail and email addresses and telephone numbers
- Transcripts (Unofficial copies are acceptable; if selected, official copies will be required)

For ABD candidates, letter from thesis advisor stating anticipated date of completion.

Please redact any personally identifiable information (i.e., SSN, DOB, marital status) from any documents submitted. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For information contact Dr. Joanne Leon at 860-332-3148 or Leonj@ccsu.edu.

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Department of Social Work: Assistant/Associate Professor - Clinical [#C18-16B]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Faculty - Liberal Arts - Social Work
Posted:	02/05/2018
Application Due:	03/10/2018
Type:	Full Time

Revised and Extended

Central Connecticut State University invites applications for a full-time, tenure-track position in the social work department. The successful candidate will teach in a CSWE-accredited undergraduate social work program and contribute actively and effectively to student growth, service, and scholarship. Additional responsibilities include academic advising, serving as field liaison, serving on academic committee assignments, community engagement, grant writing, participating in university events and other department and academy service activities. The accredited program has a strong teaching emphasis including a competency-based education with a proactive stance valuing diverse and minority perspectives. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Doctorate in Social Work or Ph.D. or Ed.D. in a related field
- MSW from a CSWE accredited university
- Three years full-time post-MSW clinical social work direct practice experience
- Commitment to serving culturally, ethnically and linguistically diverse communities
- College teaching experience in a variety of social work foundation and practice courses such as research methods, human behavior and the social environment, generalist practice & policy

Preferred Qualifications:

- Demonstrated research, scholarship and publication
- Experience in field coordination
- Communication and interpersonal skills sufficient to work effectively with a diverse array of students and colleagues
- Experience in reaccreditation, student academic advising, committee assignments, professional development activities, research and community service

For full consideration, applications must be received by March 10, 2018. Salary and rank are commensurate with education and experience.

[Job Search Results](#)

Department of Social Work: Assistant/Associate Professor - Clinical [#C18-16B]

Central CT State University in Connecticut

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Date Posted February 5, 2018
Type Tenured, tenure track
Salary Commensurate with experience

Employment Type Full-time

Department of Social Work: Assistant/Associate Professor - Clinical [#C18-16B]

Revised and Extended

Central Connecticut State University invites applications for a full-time, tenure-track position in the social work department. The successful candidate will teach in a CSWE-accredited undergraduate social work program and contribute actively and effectively to student growth, service, and scholarship. Additional responsibilities include academic advising, serving as field liaison, serving on academic committee assignments, community engagement, grant writing, participate in university events and other department and academy service activities. The accredited program has a strong teaching emphasis including a competency-based education with a proactive stance valuing diverse and minority perspectives. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Doctorate in Social Work or Ph.D. or Ed.D. in a related field
- MSW from a CSWE accredited university
- Three years full-time post MSW clinical social work direct practice experience

APPLICATION INFORMATION

Contact: Dr. Joanne Leon
Social Work
Central Connecticut State University

Phone: 860-832-3146

Online App. Form: <https://hrat.ccsu.edu/default.php>

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<https://chroniclevista.com/jobs/0000410967-01>

- Commitment to serving culturally, ethnically and linguistically diverse communities
- College teaching experience in a variety of social work foundation and practice courses such as research methods, human behavior and the social environment, generalist practice & policy

Preferred Qualifications:

- Demonstrated research, scholarship and publication
- Experience in field coordination
- Communication and interpersonal skills sufficient to work effectively with a diverse array of students and colleagues
- Experience in reaccreditation, student academic advising, committee assignments, professional development activities, research and community service

For full consideration, applications must be received by **March 10, 2018**. Salary and rank are commensurate with education and experience.

For more information and application instructions go to:
<https://hrat.ccsu.edu/default.php>.

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PH101089078

Social Work: Asst/Associate Professor - Clinical

Department of Social Work: Assistant/Associate Professor - Clinical [#C18-16B] revised and Extended

Central Connecticut State University invites applications for a full-time, tenure-track position in the social work department. The successful candidate will teach in a CSWE-accredited undergraduate social work program and contribute actively and effectively to student growth, service, and scholarship. Additional responsibilities include academic advising, serving as field liaison, serving on academic committee assignments, community engagement, grant writing, participate in university events and other department and academy service activities. The accredited program has a strong teaching emphasis including a competency-based education with a proactive stance valuing diverse and minority perspectives. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Doctorate in Social Work or Ph.D. or Ed.D. in a related field
- MSW from a CSWE accredited university
- Three years full-time post MSW clinical social work direct practice experience
- Commitment to serving culturally, ethnically and linguistically diverse communities
- College teaching experience in a variety of social work foundation and practice courses such as research methods, human behavior and the social environment, generalist practice & policy

Preferred Qualifications:

- Demonstrated research, scholarship and publication
- Experience in field coordination
- Communication and interpersonal skills sufficient to work effectively with a diverse array of students and colleagues
- Experience in reaccreditation, student academic advising, committee assignments, professional development activities, research and community service

For full consideration, applications must be received by **March 10, 2018**. Salary and rank are commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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Central Connecticut State University
Job Type: Regular
Job Schedule: Full-time
Location: New Britain, CT 06050
Document ID: AC046-4GKK
Posted on: 02/05/2018

Job Search Results

Assistant/Associate Professor [#C18-017]

Central CT State University in Connecticut

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Date Posted October 24, 2017
Type Tenured, tenure track
Salary Not specified

Employment Type Full-time

Assistant/Associate Professor [#C18-017] Department of Literacy, Elementary, and Early Childhood Education

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Literacy, Elementary, and Early Childhood Education. The successful candidate will teach undergraduate and graduate courses in early childhood studies and infant/toddler mental health and elementary education in related areas of expertise; coordinate field and practicum placements for candidates; supervise candidates in field and practicum experiences; engage in academic advising; contribute to the program and department, through activities related to accreditation, recruitment and retention, programmatic work, and other program and departmental needs. The successful candidate will contribute actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Ph.D./Ed.D. in child development, early childhood or curriculum and instruction with early childhood and/or infant/toddler mental health concentration. The completion of a doctorate is required by the time of appointment
- Evidence of teaching effectiveness in graduate- or undergraduate-level courses
- Record of scholarship and professional impact in the field of early childhood studies and/or infant/ toddler mental health
- Professional experience working collaboratively with state- or federally-funded agencies or schools, or community partners serving families especially with infant/toddler and/or young children in diverse settings
- Commitment to serving culturally, ethnically and linguistically diverse communities
- Excellent verbal and written communication skills.

Preferred Qualifications:

- Evidence of an intensive focus on birth-8 care and education including one or more expertise in the following areas: early childhood special education, early intervention, community-based education
- Evidence of successful grant writing, program assessment, and program coordination
- Strong background in literacy
- Demonstrated knowledge of the NAEYC professional standards and the accreditation process.

For full consideration, applications must be received by **December 5, 2017**. Salary and rank are commensurate with education and experience.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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HigherEdJobs

Department of Literacy, Elementary, and Early Childhood Education Assistant/Associate Professor [#C18-017]

Institution: Central Connecticut State University
Location: New Britain, CT
Category: Faculty - Education - Teacher Education - Early Childhood
 Faculty - Education - Teacher Education - Elementary
 Faculty - Education - Reading and Developmental Ed. (Early ed)
Period: 10/23/2017
Application Due: 10/25/2017
Type: Full Time

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Literacy, Elementary, and Early Childhood Education. The successful candidate will teach undergraduate and graduate courses in early childhood studies and infant/toddler mental health and elementary education in related areas of expertise; coordinate field and practicum placements for candidates; supervise candidates in field and practicum experiences; engage in academic advising; contribute to the program and department, through activities related to accreditation, recruitment and retention, programmatic work, and other program and departmental needs. The successful candidate will contribute actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.



- Required Qualifications:**
- Ph.D./Ed.D. in child development, early childhood or curriculum and instruction with early childhood and/or infant/toddler mental health concentration. The completion of a doctorate is required by the time of appointment
 - Evidence of teaching effectiveness in graduate- or undergraduate-level courses
 - Record of scholarship and professional impact in the field of early childhood studies and/or infant/toddler mental health
 - Professional experience working collaboratively with state- or federally-funded agencies or schools, or community partners serving families especially with infant/toddler and/or young children in diverse settings
 - Commitment to serving culturally, ethnically and linguistically diverse communities
 - Excellent verbal and written communication skills.

- Preferred Qualifications:**
- Evidence of an intensive focus on birth-8 care and education including one or more expertise in the following areas: early childhood special education, early intervention, community-based education
 - Evidence of successful grant writing, program assessment, and program coordination
 - Strong background in literacy
 - Demonstrated knowledge of the NAEYC professional standards and the accreditation process.

For full consideration, applications must be received by December 5, 2017. Salary and rank are commensurate with education and experience. For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact: Dr. Michael Burton
 Literacy, Elementary & Early Childhood Education
 Central Connecticut State University
Phone: 860-431-2180
Online Job Form: <https://hrat.ccsu.edu/default.php>

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Job Search Results

Assistant/Associate Professor [#C18-017]

Central CT State University in Connecticut

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Date Posted October 24, 2017
Type Tenured, tenure track
Salary Not specified

Employment Type Full-time

Assistant/Associate Professor [#C18-017] Department of Literacy, Elementary, and Early Childhood Education

Central Connecticut State University invites applications for a full-time, tenure-track position in the Department of Literacy, Elementary, and Early Childhood Education. The successful candidate will teach undergraduate and graduate courses in early childhood studies and infant/toddler mental health and elementary education in related areas of expertise; coordinate field and practicum placements for candidates; supervise candidates in field and practicum experiences; engage in academic advising; contribute to the program and department, through activities related to accreditation, recruitment and retention, programmatic work, and other program and departmental needs. The successful candidate will contribute actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Ph.D./Ed.D. in child development, early childhood or curriculum and instruction with early childhood and/or infant/toddler mental health concentration. The completion of a doctorate is required by the time of appointment
- Evidence of teaching effectiveness in graduate- or undergraduate-level courses
- Record of scholarship and professional impact in the field of early childhood studies and/or infant/ toddler mental health
- Professional experience working collaboratively with state- or federally-funded agencies or schools, or community partners serving families especially with infant/toddler and/or young children in diverse settings
- Commitment to serving culturally, ethnically and linguistically diverse communities
- Excellent verbal and written communication skills.

Preferred Qualifications:

- Evidence of an intensive focus on birth-8 care and education including one or more expertise in the following areas: early childhood special education, early intervention, community-based education
- Evidence of successful grant writing, program assessment, and program coordination
- Strong background in literacy
- Demonstrated knowledge of the NAEYC professional standards and the accreditation process.

For full consideration, applications must be received by December 5, 2017. Salary and rank are commensurate with education and experience.

For more information and application instructions, go to: <https://hrat.ccsu.edu/default.php>.

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Job Search Results

Dean, College Of Liberal Arts and Social Sciences [#C18-019]

Central CT State University in Connecticut

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Date Posted November 14, 2017

Type Executive

Salary Not specified

Employment Type Full-time

Dean, College Of Liberal Arts and Social Sciences [#C18-019]

Central Connecticut State University (CCSU) invites nominations and applications for the position of Dean of the Carol A. Ammon College of Liberal Arts and Social Sciences (CLASS). CCSU invites candidates who are visionary leaders and have a comprehensive resume of success in academic administration. The ideal candidate will demonstrate exceptional skills and experience that will enable him or her to provide strong leadership in areas of program assessment and accreditation, learning analytics, interdisciplinary collaboration, and support for all disciplines. The Dean is responsible for the direction of teaching, research, development, and relations with the external professional community. He or she is the chief academic officer of the school, reporting directly to the Provost and Vice President for Academic Affairs. CCSU is currently conducting a search for its Provost and it is planned that the newly appointed Provost will be involved in the hiring of the Dean. The Dean will have the opportunity to build on the dynamic momentum of the school, including

enrollment growth, new faculty hires, expanded infrastructure, leveraging state resources, and improved fundraising.

Required Qualifications: The successful candidate is expected to have a record of collaborative decision-making, a high standard of professional integrity, a strong sense of professional ethics, and the ability to be a persuasive and vocal defender of the liberal arts and social sciences. Required qualifications also include the following:

- Earned Doctorate or terminal degree from an accredited institution in any of the disciplines of liberal arts and social sciences offered in CCSU's CLASS
- Five years of progressively responsible academic experience at the department chair level or higher in an accredited college or university
- Distinguished record of teaching, scholarship, and leadership
- Experience in the recruitment and retention of diverse faculty, staff, and students
- Experience with transparent planning, budgeting, and fiscal management in a complex organization
- Successful experience in fundraising, and the acquisition of grants and contracts
- Ability to develop and maintain strong internal and external relationships with students, faculty, staff, other academic institutions, as well as business, non-profit, and governmental entities
- Commitment to community engagement
- Demonstrated commitment to promoting and supporting excellence in faculty and faculty-student research, particularly at the undergraduate level
- Exemplary communication and interpersonal skills.

Preferred Qualifications:

- Experience working in a unionized environment

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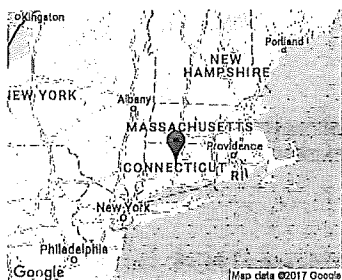
- Experience working in a public institution of higher education
- Evidence of encouraging, valuing and assessing high-quality teaching
- Demonstrated interest in developing international, regional, local, and multicultural programs and/or partnerships
- Successful experience cultivating, soliciting, and stewarding major gifts in collaboration with the university development office
- Proficiency in a language other than English
- Ability to be a forward-thinking, collaborative leader who incorporates technology to enhance the educational experience of students.

For full consideration, applications must be received by **December 29, 2017**. Salary is commensurate with education and experience; salary range is \$119,000 to \$190,004.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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Rodriguez, Rosa (Diversity and Equity)

From: Dufrend, Janice <Janice.Dufrend@ct.gov>
 Sent: Friday, November 17, 2017 1:24 PM
 Subject: Employment Opportunity: Dean
 Attachments: C18-019 CLASS Dean SHORT.docx

Good Afternoon All,

Please see the attached employment opportunity for Central Connecticut State University.

Regards,

Janice C. duFrend
 CADEP Corresponding Secretary
www.cadep.net

Thank-you!
Ellen

Ellen Mantel
 Associate Director Employee & Labor Relations
 Mantel@ccsu.edu / (P) (860) 832-1780 / (F) (860) 832-3197

Central Connecticut State University
 Davidson Hall, Room 101
 1615 Stanley Street
 New Britain, CT 06050-4010



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1/9/2018 Psychological Sciences: Assistant Professor [#C18-022] - HigherEdJobs
Contact: Dr. Rebecca Wood
Psychological Science
Central Connecticut State University
Phone: 860-832-3106
Online App. Form: <https://hrat.ccsu.edu/default.php>

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1/9/2018 Job Details | PSYCHOLOGICAL SCIENCES: ASSISTANT PROFESSOR at Central Connecticut State University

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C18-022

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Central Connecticut State University
Location: New Britain, CT 06510
755 Tyler Kessler
Job Education Postings

Document ID: AB494-3XN1
Posted on: 12/15/2017

PSYCHOLOGICAL SCIENCES: ASSISTANT PROFESSOR

Central Connecticut State University (CCSU) invites applications for a full-time, tenure-track position in the Psychological Sciences Department. The successful candidate will teach undergraduate courses in biopsychology and/or sensation and perception and contribute actively and effectively to student growth, service, and scholarship. Experience teaching research methods and/or statistics is preferred. Additional courses include introduction to psychology and advanced undergraduate and graduate courses in the candidate's field of expertise. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Ph.D. in Psychology with specialization in Biopsychology or in related field by June 2018
- Evidence of effective teaching
- Evidence of active research, e.g., publications and presentation at professional conferences
- A programmatic research plan
- Commitment to serving culturally, ethnically and linguistically diverse communities

Preferred Qualifications:

- College level teaching experience
- A demonstrated ability to work with a diverse student population
- Ability to teach research methods and/or statistics

For full consideration, applications must be received by January 20, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

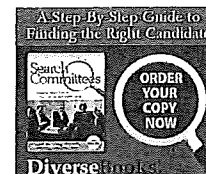
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<http://jobs.diversejobs.net/job/cc/new-britain/psychological-sciences-assistant-professor--AB494-3XN1>

Rodríguez, Rosa (Diversity and Equity)

From: Dufrend, Janice <Janice.Dufrend@cl.gov>
Sent: Friday, December 22, 2017 1:39 PM
Subject: Employment Opportunity: Professor Psychological Sciences
Attachments: C18-022 Psychological Sciences SHORT OR.docx

Good Afternoon All,

Please see the attached employment opportunity for Central Connecticut State University.

Regards,

Janice C. duFrend
CADEP Corresponding Secretary
www.cadep.net

Thank you,

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

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1/9/2018 Psychological Sciences: Assistant Professor [#C18-022] | ChronicleVitea

Job Search Results

Psychological Sciences: Assistant Professor [#C18-022]

Central CT State University in Connecticut

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Date Posted December 19, 2017
Type Tenured, tenure track
Salary Commensurate with experience

Employment Type Full-time

Psychological Sciences: Assistant Professor [#C18-022]

Central Connecticut State University (CCSU) invites applications for a full-time, tenure-track position in the Psychological Sciences Department. The successful candidate will teach undergraduate courses in biopsychology and/or sensation and perception and contribute actively and effectively to student growth, service, and scholarship. Experience teaching research methods and/or statistics is preferred. Additional courses include introduction to psychology and advanced undergraduate and graduate courses in the candidate's field of expertise. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Ph.D. in Psychology with specialization in Biopsychology or in related field by June 2018
- Evidence of effective teaching
- Evidence of active research, e.g., publications and presentation at professional conferences
- A programmatic research plan

<https://chroniclevitea.com/job/0000404534-01>

1/3

- Commitment to serving culturally, ethnically and linguistically diverse communities

Preferred Qualifications:

- College level teaching experience
- A demonstrated ability to work with a diverse student population
- Ability to teach research methods and/or statistics

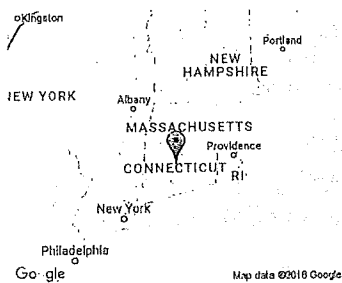
For full consideration, applications must be received by **January 20, 2018**. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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Job Search Results

Criminology and Criminal Justice: Assistant Professor [#C18-024]

Central CT State University in Connecticut

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Date Posted December 18, 2017
Type Non tenure track
Salary Not specified

Employment Type Full-time

Criminology and Criminal Justice: Assistant Professor [#C18-024]

Central Connecticut State University invites applications for a full-time, Assistant Professor in the Criminology and Criminal Justice Department. The Criminology Department's mission is to lead the state of Connecticut in the creation and dissemination of theoretical, scientific, and practical knowledge of Criminal Justice and is a growing multi-disciplinary department offering a B.A. in Criminology and a M.S. in Criminal Justice. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- A Doctorate in criminology/criminal justice or related field at the time of appointment from an accredited doctoral program. ABD considered if the completion of the Ph.D. is by June 2018 (A J.D. is not considered a terminal degree for this position)
- Demonstrated commitment to serving culturally, ethnically and linguistically diverse communities
- Excellent written and verbal communication skills.

Preferred Qualifications:

<https://chroniclevita.com/jobs/0000404181-01>

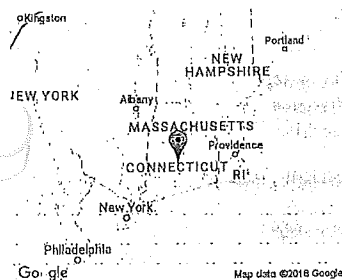
- Areas of specialization are Priority will be given to those applicants with expertise in areas that complement the current faculty members' areas of specialization ([click here](#) to visit the Department webpage/faculty profiles)
- College and/or University teaching experience in a regionally accredited institution
- A record of scholarly activity (e.g., publications and presentations at professional conferences). Acceptable publications and presentations are those that have been externally-reviewed for appropriateness (e.g., peer-reviewed journal articles and conference presentations, edited book chapters or books). Self-published material will not qualify
- Evidence of college/university and professional service, especially with underserved populations.

For full consideration, applications must be received by **January 15, 2018** for an August 2018 appointment. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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C18-024

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Central Connecticut State University
 Location: New Britain, CT 06109
 Job Type: Regular
 Job ID: 404181-01

Document ID: 48474-027
 Posted on: 12/18/2017

CRIMINOLOGY AND CRIM JUSTICE: ASSISTANT PROFESSOR

Central Connecticut State University invites applications for a full-time, Assistant Professor in the Criminology and Criminal Justice Department. The Criminology Department's mission is to lead the state of Connecticut in the creation and dissemination of theoretical, scientific, and practical knowledge of Criminal Justice and is a growing multi-disciplinary department offering a B.A. in Criminology and a M.S. in Criminal Justice. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- A doctorate in criminology/criminal justice or related field at the time of appointment from an accredited doctoral program. ABD considered if the completion of the Ph.D. is by June 2018 (A J.D. is not considered a terminal degree for this position)
- Demonstrated commitment to serving culturally, ethnically and linguistically diverse communities
- Excellent written and verbal communication skills.

Preferred Qualifications:

- Areas of specialization are open. Priority will be given to those applicants with expertise in areas that complement the current faculty members' areas of specialization ([click here](#) to visit the Department webpage/faculty profiles)
- College and/or University teaching experience in a regionally accredited institution
- A record of scholarly activity (e.g., publications and presentations at professional conferences). Acceptable publications and presentations are those that have been externally-reviewed for appropriateness (e.g., peer-reviewed journal articles and conference presentations, edited book chapters or books). Self-published material will not qualify
- Evidence of college/university and professional service, especially with underserved populations.

For full consideration, applications must be received by **January 15, 2018** for an August 2018 appointment. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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2017

Year In Review

Ad deadline: 12/7
Issue Date: 12/20

DiverseJobs



Criminology and Criminal Justice: Assistant Professor [#C18-024]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Faculty - Liberal Arts - Criminal Justice
Posted:	12/01/2017
Application Due:	01/15/2018
Type:	Full Time

Central Connecticut State University invites applications for a full-time, Assistant Professor in the Criminology and Criminal Justice Department. The Criminology Department's mission is to lead the state of Connecticut in the creation and dissemination of theoretical, scientific, and practical knowledge of Criminal Justice and is a growing multi-disciplinary department offering a B.A. in Criminology and a M.S. in Criminal Justice. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

**Required Qualifications:**

- A doctorate in criminology/criminal justice or related field at the time of appointment from an accredited doctoral program. ABD considered if the completion of the Ph.D. is by June 2018 (A.J.D. is not considered a terminal degree for this position)
- Demonstrated commitment to serving culturally, ethnically and linguistically diverse communities
- Excellent written and verbal communication skills.

Preferred Qualifications:

- Areas of specialization are open. Priority will be given to those applicants with expertise in areas that complement the current faculty members' areas of specialization (click here to visit the Department webpage/faculty profiles)
- College and/or University teaching experience in a regionally accredited institution
- A record of scholarly activity (e.g., publications and presentations at professional conferences). Acceptable publications and presentations are those that have been externally-reviewed for appropriateness (e.g., peer-reviewed journal articles and conference presentations, edited book chapters or books). Self-published material will not qualify
- Evidence of college/university and professional service, especially with underserved populations.

For full consideration, applications must be received by January 15, 2018 for an August 2018 appointment. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact: Dr. Susan Koski
Criminology & Criminal Justice
Central Connecticut State University

Online App. Form: <https://hrat.ccsu.edu/default.php>

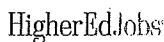
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<https://www.higheredjobs.com/position/details.cfm?JobCode=1766175668&Title=Criminology> 12/01/17

<https://www.higheredjobs.com/position/details.cfm?JobCode=1766175668&Title=Criminology> 12/01/17



Educational Leadership: Assistant Professor [#C18-025]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Faculty - Education - Edu. Admin and Leadership (study of)
Posted:	11/30/2017
Application Due:	01/15/2018
Type:	Full Time

Central Connecticut State University seeks a full-time tenure-track Assistant Professor for the NCATE-accredited Department of Educational Leadership, Policy, and Instructional Technology beginning fall 2018. Currently offering ELCC-recognized leadership programs including Master (M.S.) degrees in Teacher Leadership and in Educational Technology, post-Master licensure programs for intermediate school leaders (Sixth Year Certificate) and for superintendents, and an Ed.D. in Educational Leadership with PK-12 and Higher Education strands, the department provides leadership at national, state, and local levels related to learning and assessment, professional and organizational learning, social justice, education policy, and educational technology.

**Required Qualifications:**

- Doctorate in education with emphasis in educational leadership and administration or closely related field of study;
- A record of excellence or potential excellence in teaching, research, service, and professional participation that merits appointment as an assistant professor;
- Major specialization in one or more of the following areas: 1) school and district leadership; 2) teaching/learning/cognition; 3) social emotional learning; 4) organizational development, school improvement, and teacher leadership; 5) family and community engagement with schools; and, 6) educational policy;
- U. S. public school teaching experience;
- Research that focuses on leading, teaching, and learning in preK-12 settings; and,
- Commitment to preparing educators to support social justice, equity, diversity, and a culture of success for all children.

Preferred Qualifications:

- Background appropriate to teach research methods, particularly quantitative methods, for advising doctoral student research in topics related to leadership and school improvement;
- Successful experience teaching educational leadership courses at the graduate level;
- Content preparation and experience focused on English learners or Special Education;
- Demonstrated expertise in online course design and delivery;

- A research agenda that addresses leadership issues including social justice and equity;
- Experience in U. S. public education as a district and/or school leader; and,
- Experience with accreditation (CAEP/NCATE/ELCC) and implementation of performance assessment.

For full consideration, applications must be received by January 15, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact: Dr. Sheldon Watson
Educational Leadership, Policy, and Instructional Technology
Central Connecticut State University

Phone: 880-832-2576

Online App. Form: <https://hrat.ccsu.edu/default.php>

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Educational Leadership: Assistant Professor [#C18-025]

Central CT State University in Connecticut

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Date Posted December 5, 2017
Type Tenured, tenure track
Salary Not specified

Employment Type Full-time

Educational Leadership: Assistant Professor [#C18-025]

Central Connecticut State University seeks a full-time tenure-track Assistant Professor for the NCATE-accredited Department of Educational Leadership, Policy, and Instructional Technology beginning fall 2018. Currently offering ELCC-recognized leadership programs including Master (M.S.) degrees in Teacher Leadership and in Educational Technology, post-Master licensure programs for intermediate school leaders (Sixth Year Certificate) and for superintendents, and an Ed.D. in Educational Leadership with PK-12 and Higher Education strands, the department provides leadership at national, state, and local levels related to learning and assessment, professional and organizational learning, social justice, education policy, and educational technology.

Required Qualifications:

- Doctorate in education with emphasis in educational leadership and administration or closely related field of study;

- A record of excellence or potential excellence in teaching, research, service, and professional participation that merits appointment as an assistant professor;
- Major specialization in one or more of the following areas: 1) school and district leadership; 2) teaching/learning/cognition; 3) social emotional learning; 4) organizational development, school improvement, and teacher leadership; 5) family and community engagement with schools; and, 6) educational policy;
- S. public school teaching experience;
- Research that focuses on leading, teaching, and learning in preK-12 settings; and,
- Commitment to preparing educators to support social justice, equity, diversity, and a culture of success for all children.

Preferred Qualifications:

- Background appropriate to teach research methods, particularly quantitative methods, for advising doctoral student research in topics related to leadership and school improvement;
- Successful experience teaching educational leadership courses at the graduate level;
- Content preparation and experience focused on English learners or Special Education;
- Demonstrated expertise in online course design and delivery;
- A research agenda that addresses leadership issues including social justice and equity;
- Experience in U. S. public education as a district and/or school leader; and,
- Experience with accreditation (CAEP/NCATE/ELCC) and implementation of performance assessment.

For full consideration, applications must be received by **January 15, 2018**. Salary is commensurate with education and experience.

Educational Leadership: Assistant Professor [#C18-025] | ChronicleVitae

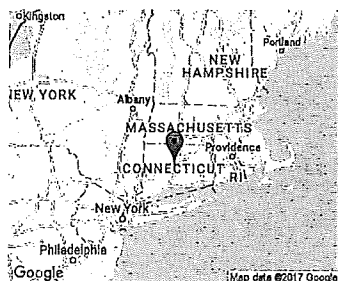
Page 3 of 4

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Jobs at Central Connecticut State University

1/9/2018

Director of Writing Center: Assistant Professor [#C18-026] | ChronicleVitae

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Director of Writing Center: Assistant Professor [#C18-026]

Central CT State University in Connecticut

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Date Posted December 13, 2017
Type Tenured, tenure track
Salary Not specified

Employment Type Full-time

Director of Writing Center: Assistant Professor [#C18-026]

Central Connecticut State University's English Department invites applications for a full-time, tenure-track Assistant Professor to direct the University's Writing Center. Duties include establishing a vision for the Center; articulating and assessing the Center's goals and objectives; hiring and training tutors; overseeing the assistant director(s); providing professional development opportunities for the Center staff; promoting and publicizing the services of the Center to the campus community; and developing in-class workshops. Normal load is 12 credits per semester, which the director divides between Center administration and teaching courses in the English department that include a peer-tutoring course, first-year writing courses, and upper-level writing courses. The position also requires active scholarship and publication in the field, plus university and professional service.

Required Qualifications:

- Ph.D. in Composition/Rhetoric, Writing Center Studies, English, or equivalent (ABD candidates must complete degree by June 2018)
- Demonstrable experience and training in writing center theory and administration and knowledge of best practices in the field

- Three years' experience teaching writing at college level and/or working in college writing center
- Commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

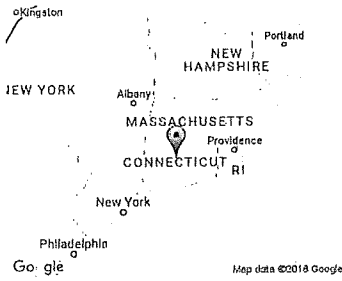
- Specialization in working with ESL writers and/or first-generation college students
- Record of scholarly publication in field
- Experience in Writing across the Curriculum or Writing in the disciplines
- Outstanding organizational skills
- Demonstrated ability to work collaboratively.

For full consideration, applications must be received by January 15, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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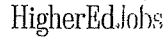
PI100501545



People at Central Connecticut State University

<https://chroniclevitea.com/jobs/0000403376-01>

2/3



Director of Writing Center: Assistant Professor [#C18-026]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Faculty - Liberal Arts - English and Literature
Posted:	12/01/2017
Application Due:	01/15/2018
Type:	Full Time

Central Connecticut State University's English Department invites applications for a full-time, tenure-track Assistant Professor to direct the University's Writing Center. Duties include establishing a vision for the Center; articulating and assessing the Center's goals and objectives; hiring and training tutors; overseeing the assistant director(s); providing professional development opportunities for the Center staff; promoting and publicizing the services of the Center to the campus community; and developing in-class workshops. Normal load is 12 credits per semester, which the director divides between Center administration and teaching courses in the English department that include a peer-tutoring course, first-year writing courses, and upper-level writing courses. The position also requires active scholarship and publication in the field, plus university and professional service.



Required Qualifications:

- Ph.D. in Composition/Rhetoric, Writing Center Studies, English, or equivalent (ABD candidates must complete degree by June 2018)
- Demonstrable experience and training in writing center theory and administration and knowledge of best practices in the field
- Three years' experience teaching writing at college level and/or working in college writing center
- Commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- Specialization in working with ESL writers and/or first-generation college students
- Record of scholarly publication in field
- Experience in Writing across the Curriculum or Writing in the disciplines
- Outstanding organizational skills
- Demonstrated ability to work collaboratively.

For full consideration, applications must be received by January 15, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact:	Dr. Stephen Cohen English Central Connecticut State University
Phone:	860-832-2795
Online App. Form:	https://hrat.ccsu.edu/default.php

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C18-026

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Central Connecticut State University
 Location: New Britain, CT 06053
 Job Types: Regular
 Job Location: Full-time

Document ID: A8874-026A
 Posted on: 12/01/2017

DIRECTOR OF WRITING CENTER: ASSISTANT PROFESSOR

Central Connecticut State University's English Department invites applications for a full-time, tenure-track Assistant Professor to direct the University's Writing Center. Duties include establishing a vision for the Center; articulating and assessing the Center's goals and objectives; hiring and training tutors; overseeing the assistant director(s); providing professional development opportunities for the Center staff; promoting and publicizing the services of the Center to the campus community; and developing in-class workshops. Normal load is 12 credits per semester, which the director divides between Center administration and teaching courses in the English department that include a peer-tutoring course, first-year writing courses, and upper-level writing courses. The position also requires active scholarship and publication in the field, plus university and professional service.

Required Qualifications:

- Ph.D. in Composition/Rhetoric, Writing Center Studies, English, or equivalent (ABD candidates must complete degree by June 2018)
- Demonstrable experience and training in writing center theory and administration and knowledge of best practices in the field
- Three year experience teaching writing at college level and/or working in college writing center
- Commitment to serving culturally, ethnically, and linguistically diverse communities.

Preferred Qualifications:

- Specialization in working with ESL writers and/or first-generation college students
- Record of scholarly publication in field
- Experience in Writing across the Curriculum or Writing in the disciplines
- Outstanding organizational skills
- Demonstrated ability to work collaboratively.

For full consideration, applications must be received by January 15, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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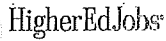
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2017

Year In Review

Ad deadline: 12/7
Issue Date: 12/28

Diverse



Manufacturing & Construction Management: Assistant Professor [#C18-027]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	<ul style="list-style-type: none"> • Faculty - Engineering - Industrial and Manufacturing • Faculty - Vocational and Technical - Construction and Building Trades
Posted:	11/21/2017
Application Due:	01/15/2018
Type:	Full Time

Central Connecticut State University invites applications for a full-time, tenure-track position as an Assistant Professor in the Manufacturing & Construction Management department. The successful candidate will teach undergraduate and graduate courses in Construction Management and contribute actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.



Required Qualifications:

- Earned Ph.D. or doctorate in Construction Management, Civil Engineering, Architecture or a closely related field (ABD candidates considered if doctorate will be completed by June 2018.)
- Two years' professional work experience in the construction industry
- Excellent oral and written communication skills
- Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

- Evidence of scholarly activity including peer reviewed publications and funded grant activity
- Five years' professional work experience in the US construction industry
- Teaching experience at the university level
- Capable of teaching a variety of construction management subjects and demonstrated expertise in one or more of the following areas: surveying, building systems, field operations, project management, construction law, or BIM.

For full consideration, applications must be received by January 15, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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APPLICATION INFORMATION

Contact:	Dr. Jacob Kovel Manufacturing & Construction Management Central Connecticut State University
Phone:	860-832-0192
Online App. Form:	https://hrat.ccsu.edu/default.php

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Rodriguez, Rosa (Diversity and Equity)

From: Dufrend, Janice <Janice.Dufrend@ct.gov>
Sent: Monday, November 27, 2017 3:33 PM
Subject: Employment Opportunity: Construction Management Professor
Attachments: C18-027 Construction Mgmt SHORT.docx

Good Afternoon All,

Please see the attached employment opportunity for Central Connecticut State University.

Regards,

Janice C. duFrend
 CADEP Corresponding Secretary
www.cadep.net

Please distribute the attached Central Connecticut State University Job opportunity.

Thank-you!
 Ellen

Ellen Mantel
 Associate Director Employee & Labor Relations
Mantel@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
 Davidson Hall, Room 101
 1615 Stanley Street
 New Britain, CT 06050-4010



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Job Search Results

Manufacturing & Construction Management: Assistant Professor [#C18-027]

Central CT State University in Connecticut

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Date Posted November 28, 2017
Type Tenured, tenure track
Salary Not specified

Employment Type Full-time

Manufacturing & Construction Management: Assistant Professor [#C18-027]

Central Connecticut State University invites applications for a full-time, tenure-track position as an Assistant Professor in the Manufacturing & Construction Management department. The successful candidate will teach undergraduate and graduate courses in Construction Management and contribute actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Earned Ph.D. or doctorate in Construction Management, Civil Engineering, Architecture or a closely related field (ABD candidates considered if doctorate will be completed by June 2018.)
- Two years' professional work experience in the construction industry

- Excellent oral and written communication skills
- Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

- Evidence of scholarly activity including peer reviewed publications and funded grant activity
- Five years' professional work experience in the US construction industry
- Teaching experience at the university level
- Capable of teaching a variety of construction management subjects and demonstrated expertise in one or more of the following areas: surveying, building systems, field operations, project management, construction law, or BIM.

For full consideration, applications must be received by **January 15, 2018**. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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PI100339367

C18-028

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Central Connecticut State University
Location: New Britain, CT 06110
Job Type: Faculty
Job ID: 061218106

Document ID: A8478-0218
Posted on: 12/11/2017

ASSIST PROFESSOR OF STATISTICS/ACTUARIAL SCIENCE

Central Connecticut State University invites applications for a full-time, tenure-track position in the Mathematical Sciences department. The successful candidate will teach undergraduate and graduate courses in actuarial science and statistics as well as contribute actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Ph.D. in actuarial science, statistics, or a related field.
- Potential for excellence in teaching actuarial science and statistics classes.
- Evidence of research potential in actuarial science and/or statistics.
- Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

- Evidence of scholarly activity such as publishing in an academic journal or academic conference proceeding.
- Interest and progress in pursuing professional designation in actuarial science through actuarial examinations.
- Teaching experience in actuarial science and statistics classes such as mathematical statistics, actuarial models, material from the SOA/CAS exams.

For full consideration, applications must be received by **February 1, 2018**. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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Ad deadline: 12/7
Issue Date: 12/28
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Job Search Results

Mathematical Sciences: Assistant Professor of Statistics/Actuarial Science [#C18-028]

[Central CT State University](#) in Colorado

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Date Posted December 5, 2017
Type Tenured, tenure track
Salary Not specified

Employment Type Full-time

Mathematical Sciences: Assistant Professor of Statistics/Actuarial Science [#C18-028]

Central Connecticut State University invites applications for a full-time, tenure-track position in the Mathematical Sciences department. The successful candidate will teach undergraduate and graduate courses in actuarial science and statistics as well as contribute actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Ph.D. in actuarial science, statistics, or a related field.
- Potential for excellence in teaching actuarial science and statistics classes.
- Evidence of research potential in actuarial science and/or statistics.

- Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

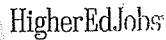
- Evidence of scholarly activity such as publishing in an academic journal or academic conference proceeding.
- Interest and progress in pursuing professional designation in actuarial science through actuarial examinations.
- Teaching experience in actuarial science and statistics classes such as mathematical statistics, actuarial models, material from the SOA/CAS exams.

For full consideration, applications must be received by **February 1, 2018**. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>

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PI100422530



Mathematical Sciences: Assistant Professor of Statistics/Actuarial Science [#C18-028]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	<ul style="list-style-type: none"> Faculty - Science - Mathematics Faculty - Science - Statistics
Posted:	12/01/2017
Application Due:	02/01/2018
Type:	Full Time

Central Connecticut State University invites applications for a full-time, tenure-track position in the Mathematical Sciences department. The successful candidate will teach undergraduate and graduate courses in actuarial science and statistics as well as contribute actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.



Required Qualifications:

- Ph.D. in actuarial science, statistics, or a related field.
- Potential for excellence in teaching actuarial science and statistics classes.
- Evidence of research potential in actuarial science and/or statistics.
- Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

- Evidence of scholarly activity such as publishing in an academic journal or academic conference proceeding.
- Interest and progress in pursuing professional designation in actuarial science through actuarial examinations.
- Teaching experience in actuarial science and statistics classes such as mathematical statistics, actuarial models, material from the SOA/CAS exams.

For full consideration, applications must be received by February 1, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact:	Dr. Roger Billsoly Mathematical Sciences Central Connecticut State University
Phone:	860-832-2852
Online App. Form:	https://hrat.ccsu.edu/default.php

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<https://www.higheredjobs.com/academic/details.cfm?JobCode=176617514&Title=Mathemat> 12/6/2017

<https://www.higheredjobs.com/academic/details.cfm?JobCode=176617514&Title=Mathemat> 12/6/2017

Job Search Results

Mathematical Sciences: Assistant Professor Mathematics Education [#C18-029]

Central CT State University in Connecticut

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Date Posted December 4, 2017
Type Tenured, tenure track
Salary Commensurate with experience

Employment Type Full-time

Mathematical Sciences: Assistant Professor Mathematics Education [#C18-029]

Central Connecticut State University's (CCSU) Department of Mathematical Sciences is seeking a dynamic faculty member with a strong mathematics background and teaching experience within the K-12 grade levels. This is a tenure-track faculty position with a course load of 12 credits per semester, research, and service to the university and the profession. The faculty member filling this position will have responsibilities in the department for teaching curricula that prepare undergraduates and graduate students to integrate mathematics content for elementary, secondary, and administrative licensure programs. CCSU is a community of learners dedicated to teaching and to scholarship. We encourage the development and application of knowledge and ideas through research and outreach activities. We prepare students to be thoughtful, responsible and successful citizens and teachers. The position is full

time beginning August 2018. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Ph.D. or Ed.D in mathematics, mathematics education, or related field that includes substantial mathematics (ABD candidates will be considered if doctorate is completed by June 2018)
- At least three years as a practicing K-12 educator in mathematics
- Evidence of effective teaching of Secondary Mathematics
- Understanding of the implementation of Common Core State Standards for Mathematics
- Evidence of potential for scholarly productivity
- Effective written communication skills
- Knowledge of a broad range of mathematics education research and teaching strategies
- Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

- Five years or more as a practicing K-12 educator in mathematics
- Successful teaching experience in higher education
- Experience in using technology in higher education and/or K-12 to increase student learning
- Strong academic record in mathematics
- Knowledge of strategies of preparing pre-service teachers to teach in culturally relevant ways.

For full consideration, applications must be received by **January 15, 2018**. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>

<https://www.higheredjobs.com/academic/details.cfm?JobCode=176617514&Title=Mathemat>

12/6/2017

<https://www.higheredjobs.com/academic/details.cfm?JobCode=176617514&Title=Mathemat>

12/6/2017



Mathematical Sciences: Assistant Professor Mathematics Education [#C18-029]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Faculty - Science - Mathematics
Posted:	11/30/2017
Application Due:	01/15/2018
Type:	Full Time

Central Connecticut State University's (CCSU) Department of Mathematical Sciences is seeking a dynamic faculty member with a strong mathematics background and teaching experience within the K-12 grade levels. This is a tenure-track faculty position with a course load of 12 credits per semester, research, and service to the university and the profession. The faculty member filling this position will have responsibilities in the department for teaching curricula that prepare undergraduates and graduate students to integrate mathematics content for elementary, secondary, and administrative licensure programs. CCSU is a community of learners dedicated to teaching and to scholarship. We encourage the development and application of knowledge and ideas through research and outreach activities. We prepare students to be thoughtful, responsible and successful citizens and teachers. The position is full time beginning August 2018. Candidates are expected to be committed to multiculturalism and working with a diverse student body.



Required Qualifications:

- Ph.D. or Ed.D in mathematics, mathematics education, or related field that includes substantial mathematics (ABD candidates will be considered if doctorate is completed by June 2018)
- At least three years as a practicing K-12 educator in mathematics
- Evidence of effective teaching of Secondary Mathematics
- Understanding of the implementation of Common Core State Standards for Mathematics
- Evidence of potential for scholarly productivity
- Effective written communication skills
- Knowledge of a broad range of mathematics education research and teaching strategies
- Commitment to serving culturally, ethnically and linguistically diverse communities.

Preferred Qualifications:

- Five years or more as a practicing K-12 educator in mathematics
- Successful teaching experience in higher education

- Experience in using technology in higher education and/or K-12 to increase student learning
- Strong academic record in mathematics
- Knowledge of strategies of preparing pre-service teachers to teach in culturally relevant ways.

For full consideration, applications must be received by January 15, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact:	Dr. Robin S. Kalder Mathematical Sciences Central Connecticut State University
Phone:	860-832-2842
Online App. Form:	https://hrat.ccsu.edu/default.php

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1/9/2018

Institutional Review Board (IRB) Administrator - HigherEdJobs



Miss

Institutional Review Board (IRB) Administrator

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	• Admin - Assessment, Accreditation, and Compliance • Admin - Institutional Research and Planning
Posted:	12/28/2017
Application Due:	01/30/2018
Type:	Full Time

Central Connecticut State University invites applications for a full-time Institutional Review Board (IRB) Administrator. The IRB will report to the Associate Vice President Academic Affairs/Dean for the School of Graduate Studies. The successful candidate will have primary responsibility for the administration of the CCSU Institutional Review Board ensuring compliance with federal regulations, and acting as the primary contact person for all investigators involved in human subjects' research. The IRB Administrator oversees the confidential institutional review and approval process of all research activities involving human subjects to protect their safety, rights and welfare. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree in science or social sciences
- Four years of experience in research support with a minimum of one year dealing with clinical, behavioral or social science-based research
- Demonstrated ability to work cooperatively and collaboratively with administration, faculty and students, and ability to organize and maintain data using computer systems
- Ability to effectively and pleasantly communicate with all levels of the University
- Computer proficiency in spreadsheet, database development, email or the ability to rapidly master these applications
- High degree of attention to detail and ability to function in a fast-paced office environment
- Commitment to serving a diverse student body

Credentials and/or experience substantially comparable to the above may also be considered.

Preferred Qualifications:

- Master's degree
- Two years of work experience as an IRB professional or administrator
- Certified IRP professional

1/9/2018

Institutional Review Board (IRB) Administrator - HigherEdJobs

- Proficiency working with Microsoft Suite, e.g., Excel, PowerPoint, Word

For full consideration, applications must be received by January 30, 2018. Salary is commensurate with education and experience; starting salary of \$62,000.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact:	Dr. James Conway Central Connecticut State University
Phone:	860-832-3107
Online App. Form:	https://hrat.ccsu.edu/default.php

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Central Connecticut State University
Location: New Britain, CT 06106
Job Type: Regular
Job Category: Education
Will accept applications

Duration: AB516432
Posted on: 12/19/2017

Institutional Review Board (IRB) Administrator

Central Connecticut State University invites applications for a full-time Institutional Review Board (IRB) Administrator. The IRB will report to the Associate Vice President of Academic Affairs/Dean for the School of Graduate Studies. The successful candidate will have primary responsibility for the administration of the CCSU Institutional Review Board ensuring compliance with federal regulations, and acting as the primary contact person for all investigators involved in human subjects' research. The IRB Administrator oversees the confidential institutional review and approval process of all research activities involving human subjects to protect their safety, rights and welfare. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree in science or social sciences
- Four years of experience in research support with a minimum of one year dealing with clinical, behavioral or social science-based research
- Demonstrated ability to work cooperatively and collaboratively with administration, faculty and students, and ability to organize and maintain data using computer systems
- Ability to effectively and pleasantly communicate with all levels of the University
- Computer proficiency in spreadsheet, database development, email or the ability to rapidly master these applications
- High degree of attention to detail and ability to function in a fast-paced office environment
- Commitment to serving a diverse student body

Credentials and/or experience substantially comparable to the above may also be considered.

Preferred Qualifications:

- Master's degree
 - Two years of work experience as an IRB professional or administrator
 - Certified IRP professional
 - Proficiency working with Microsoft Suite, e.g., Excel, PowerPoint, Word
- For full consideration, applications must be received by January 30, 2018. Salary is commensurate with education and experience; starting salary of \$62,000.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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1/1



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Administrative Faculty
[C18-030] - Institutional Review Board Administrator

Position Information

Category: Administrative Faculty
Deadline: 2018-01-30
Contact Person: Dr. Janice Conway
Email: conwayj@ccsu.edu
Phone: 860-432-3107

Apply Now

Job Description

Central Connecticut State University invites applications for a full-time Institutional Review Board (IRB) Administrator. The IRB will report to the Associate Vice President of Academic Affairs/Dean for the School of Graduate Studies. The successful candidate will have primary responsibility for the administration of the CCSU Institutional Review Board ensuring compliance with federal regulations, and acting as the primary contact person for all investigators involved in human subjects' research. The IRB Administrator oversees the confidential institutional review and approval process of all research activities involving human subjects to protect their safety, rights and welfare. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree in science or social sciences
- Four years of experience in research support with a minimum of one year dealing with clinical, behavioral or social science-based research
- Demonstrated ability to work cooperatively and collaboratively with administration, faculty and students, and ability to organize and maintain data using computer systems
- Ability to effectively and pleasantly communicate with all levels of the University
- Computer proficiency in spreadsheet, database development, email or the ability to rapidly master these applications
- High degree of attention to detail and ability to function in a fast-paced office environment
- Commitment to serving a diverse student body

Credentials and/or experience substantially comparable to the above may also be considered.

Preferred Qualifications:

- Master's degree
- Two years of work experience as an IRB professional or administrator
- Certified IRP professional
- Proficiency working with Microsoft Suite, e.g., Excel, PowerPoint, Word

The University: CCSU is one of four universities in the Connecticut State College & Universities system. Excellent professors and a wide array of academic programs prepare students for success in whatever field they choose. CCSU serves approximately 12,000 students - 6,500 undergraduates and 5,700 postdocs. CCSU is fully diverse: more than 30 percent of students are of traditional minority heritage. Visit our web site at <http://www.ccsu.edu>.

The Community: CCSU is located in New Britain, a city with a population of some 70,000, within a 10-minute drive to the state capital of culture-rich Hartford. CCSU is currently in top-notch community engagement efforts, designed to more effectively involve our communities in the "Heart of Central Connecticut." Through a range of partnerships with area business, schools, agencies, and more, this effort will create significant new opportunities for students, faculty, research, as well as an expanding array of cultural connections with the New Britain Symphony Orchestra, City of the Arts, the world-renowned New Britain Museum of American Art, and other area attractions.

Application and Appointment: For full consideration, applications must be received by January 30, 2018. Salary is commensurate with education and experience; starting salary of \$62,000. To begin the application process, click on the Apply Now button and electronically submit the following:

- Letter of Interest addressing qualifications for the position
- Current resume
- Names of three current professional references (one must be a supervisor) with addresses, email addresses and telephone numbers

Please indicate any potentially identifiable information (e.g., SSN, DOB, marital status) from any documents submitted. Incomplete applications will not be considered. Emailed or mailed copies will not be accepted.

For more information contact Dr. Janice Conway at 860-432-3107 or Conwayj@ccsu.edu.

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Rodriguez, Rosa (Diversity and Equity)

From: Dufrend, Janice <Janice.Dufrend@ct.gov>
Sent: Thursday, December 28, 2017 4:25 PM
Subject: Employment Opportunity: Institutional Review Board (IRB) Administrator
Attachments: C18-030 IRB Administrator SHORT DR.docx

Good Afternoon All,

Please see the attached employment opportunity for Central Connecticut State University.

Regards,

Janice C. duFrend
CADEP Corresponding Secretary
www.cadep.net

Thank you,

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06650
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

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Central Connecticut State University
Location: New Britain, CT 06210
Job Type: Regular
Job Schedule: Full-time

Document ID: AC026-4UJX
Posted on: 01/22/2018

Recreation Specialist

Central Connecticut State University invites applications for a full-time Recreation Specialist in the RECentral area of the Student Activities/Leadership Development department. The successful candidate will provide oversight to the recreation/volunteer program including particular responsibility for the development and coordination of intramural, recreation, club sport programs, fitness center and event management and athletic facilities supervision. The incumbent helps to establish policies and procedures, and provides direction and leadership in the Department. This position involves significant evening and weekend hours and contributes actively and effectively to student growth, service, and scholarship. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications

- Bachelor's degree
- Appropriate strength and conditioning certifications
- Three years' experience in athletic administration
- Previous experience in the administration of intramural and/or recreational activities, design and implementation of strength training and fitness programming
- Computer skills including experience with word processing and graphic design packages
- Commitment to serving a diverse student body

Preferred Qualifications

- Master's degree in Sports Management or Athletics Administration or other relevant areas including Higher Education Administration, College Student Personnel, or Student Development in Higher Education
 - Coaching experience
 - Experience advising club sports and event planning
 - Experience managing a student employee program
 - Experience managing department expenditures and budget
 - Experience using Event Management Software (EMS Enterprise) for scheduling facilities
- Credentials and/or experience substantially comparable to the above may also be considered.

For full consideration, applications must be received by January 26, 2018. Salary is commensurate with education and experience; minimum starting salary of \$32,493.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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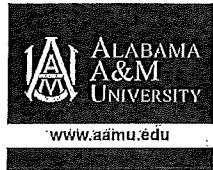
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Assistant In Fiscal Affairs

Central Connecticut State University invites applications for two, full-time Assistants in Fiscal Affairs (SUOAF-Administrator-IT) in the Fiscal Affairs Division. All applicants will be considered for both vacant positions, one located in the Accounting Unit and one located in the Budget Unit. The successful candidates will perform a variety of accounting and budget tasks. Duties for the positions include: Creates and maintains various financial spreadsheets for tracking, recording, analyzing and reporting purposes. Assists with meeting the financial information needs of the University community, Board of Regents System Office, regulatory agencies and other external parties. Assist the operation and record-keeping process for systems on campus, including the on-line State payroll program Core-CT and Banner. As with general accounting functions such as reconciliations, journal entries and financial reports. Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree in accounting or business related field
- Two years of work experience in accounting or a business related area
- Demonstrated knowledge and ability in the use of personal computer equipment and standard office software including that supported by the University (Microsoft Office Suite)

Preferred Qualifications:

- Attention to detail and ability to work independently
- Experience with financial systems, e.g., People Soft, Banner, QuickBooks
- Proficiency in Excel, e.g., formulas, pivot tables, v-lookups

Credentials and/or experience substantially comparable to the above may also be considered.

For full consideration, applications must be received by January 31, 2018. Salary is commensurate with education and experience; minimum starting salary of \$44,000.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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Central Connecticut State University
Location: New Britain, CT 06650
Document ID: AC026-4TBK

Job Type: Regular
Job Schedule: Full-time
Posted on: 01/22/2018

<http://jobs.diversejobs.net/candidate/processandviewprintablejob?docId=AC026-4TBK&source=search>

HigherEdJobs

Human Resources: Director Employee & Labor Relations [#C18-034]

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Admin - Human Resources
Posted:	02/14/2018
Application Due:	02/20/2018
Type:	Full Time

Central Connecticut State University is seeking an experienced, human resources professional to administer a broad range of human resources functions. Reporting to the Chief Human Resources Officer, the Director manages and performs the delivery and administration of human resource programs and services including all faculty recruitment; benefits and compensation administration; as well as assisting the Chief in addressing grievances and employee relations matters. Candidates are expected to be committed to multiculturalism and working with a diverse university community.

Required Qualifications:

- Seven years' related experience in human resources management in a unionized environment including recruitment, compensation, benefits, employee relations, labor relations, or a comparable combination of experience and training
- Demonstrated ability in the administration of human resources policies and procedures, employment laws and regulations, and multiple collective bargaining agreements
- Demonstrated ability to understand, interpret, apply and advise on complex laws, regulations and collective bargaining agreements affecting human resource management, labor relations and related fields
- Excellent research, organizational and communication (interpersonal, oral and written) skills
- PC proficiency (Windows environment) including Microsoft Office Suite
- Attention to detail and problem solving ability
- Experience working with culturally diverse communities.

Preferred Qualifications:

- Bachelor's degree in business, management or a closely related field and/or a professional HR certification
- Experience working in a human resources department in a public sector agency or higher education institution
- Working knowledge of the Core-CT system including data access and reporting.

For full consideration, applications must be received by February 20, 2018. Salary is commensurate with experience within the established range for this position. The minimum annual salary is \$86,200 with excellent fringe benefits including

tuition waiver for employee and eligible dependents at any of the Connecticut State Universities (Central, Eastern, Southern or Western).

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact: Ellen Mantel
Human Resources
Central Connecticut State University

Online App. Form: <https://hrat.ccsu.edu/default.php>

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Director of Employee & Labor Relations

Feb. 14, 2018

Director of Employee & Labor Relations [#C18-034]

HUMAN RESOURCES

Central Connecticut State University is seeking an experienced, human resources professional to administer a broad range of human resources functions. Reporting to the Chief Human Resources Officer, the Director manages and performs the delivery and administration of human resource programs and services including all faculty recruitment; benefits and compensation administration; as well as assisting the Chief in addressing grievances and employee relations matters. Candidates are expected to be committed to multiculturalism and working with a diverse university community.

Required Qualifications:

- Seven years' related experience in human resources management in a unionized environment including recruitment, compensation,

http://ct-ipma.org/classifieds.php?record_number=23

2/19/2018



Back to Opportunities
 Management Confidential
 [C18-034] - Human Resources: Director Employee & Labor Relations

Position Information

Category: Management Confidential

Deadline: 2018-02-20

Contact Person: Elen Martal

Email: emartal@ccsu.edu

Apply Now

Job Description

Central Connecticut State University is seeking an experienced, human resources professional to administer a broad range of human resources functions. Reporting to the Chief Human Resources Officer, the Director manages and performs the delivery and administration of human resource programs and services including all faculty recruitment; benefits and compensation administration; as well as assisting the Chief in addressing grievances and employee relations matters. Candidates are expected to be committed to multiculturalism and working with a diverse university community.

Required Qualifications:

- Seven years' related experience in human resources management in a unionized environment including recruitment, compensation, benefits, employee relations, labor relations, or a comparable combination of experience and training
- Demonstrated ability in the administration of human resources policies and procedures, employment laws and regulations, and multiple collective bargaining agreements
- Demonstrated ability to understand, interpret, apply and advise on complex laws, regulations and collective bargaining agreements affecting human resource management, labor relations and related fields
- Excellent research, organizational and communication (interpersonal, oral and written) skills
- PC proficiency (Windows environment) including Microsoft Office Suite
- Attention to detail and problem solving ability
- Experience working with culturally diverse communities.

Preferred Qualifications:

- Bachelor's degree in business, management or a closely related field and/or a professional HR certification
- Experience working in a human resources department in a public sector agency or higher education institution
- Working knowledge of the Core-CT system including data access and reporting.

The University CCSU is one of four universities in the Connecticut State Colleges & Universities system. Excellent professors and a wide array of academic programs prepare students for life success. CCSU currently enrolls approximately 11,800 students - 8,654 undergraduates, and 3,228 graduates. CCSU is a fully diverse campus with 50 percent of students are from communities of color. Visit our web site at <http://www.ccsu.edu>.

The University CCSU is located in New Britain, a city with a population of some 70,000, which is 10 minutes drive to the site of capital of southern Hartford. CCSU is currently in a top-rated community empowered initiative, designed to more effectively address our communities as the "University of central Connecticut." Pursuing a range of partnership arrangements with area businesses, schools, agencies, and unions, the initiative will create and foster new opportunities for student internships, faculty research, as well as an expanding array of cultural collaborations with the New Britain Symphony, Children's City Theatre, the world-renowned New Britain Museum of American Art, and other area attractions.

Applications and resumes for all consideration applications must be received by February 20, 2018. Salary is commensurate with experience within the established range for this position. The minimum annual salary is \$86,200 with excellent fringe benefits including tuition waiver for employee and eligible dependents at any of the Connecticut State Universities (Central, Eastern, Southern or Western). To begin the application process, click on the Apply Now button and incrementally submit the following in a single file:

- Letter of interest addressing qualifications for the position
- Current resume
- Names of three current professional references (you must be a contact or past supervisor) with mail and email addresses and telephone numbers.

Please include any personally identifiable information (i.e., SSN, DOB, marital status) from any documents submitted. Incomplete applications will not be considered. Employer will not accept late applications.

For more information contact Ms. Elen Martal, CCSU Human Resources at emartal@ccsu.edu.

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benefits, employee relations, labor relations, or a comparable combination of experience and training

- Demonstrated ability in the administration of human resources policies and procedures, employment laws and regulations, and multiple collective bargaining agreements
- Demonstrated ability to understand, interpret, apply and advise on complex laws, regulations and collective bargaining agreements affecting human resource management, labor relations and related fields
- Excellent research, organizational and communication (interpersonal, oral and written) skills
- PC proficiency (Windows environment) including Microsoft Office Suite
- Attention to detail and problem solving ability
- Experience working with culturally diverse communities.

Preferred Qualifications:

- Bachelor's degree in business, management or a closely related field and/or a professional HR certification
- Experience working in a human resources department in a public sector agency or higher education institution
- Working knowledge of the Core-CT system including data access and reporting.

For full consideration, applications must be received by February 20, 2018. Salary is commensurate with experience within the established range for this position. The minimum annual salary is \$86,200 with excellent fringe benefits including tuition waiver for employee and eligible dependents at any of the Connecticut State Universities (Central, Eastern, Southern or Western).

For more information and application instructions go to:

<https://hrat.ccsu.edu/default.php>.

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Central Connecticut State University
 Location: New Britain, CT 06106
 Job Type: General

Document ID: A2028-010123
 Posted on: 02/14/2018

C18-034

HUMAN RESOURCES: DIR EMPLOYEE & LABOR RELATIONS

Central Connecticut State University is seeking an experienced, human resources professional to administer a broad range of human resources functions. Reporting to the Chief Human Resources Officer, the Director manages and performs the delivery and administration of human resource programs and services including all faculty recruitment; benefits and compensation administration; as well as assisting the Chief in addressing grievances and employee relations matters. Candidates are expected to be committed to multiculturalism and working with a diverse university community.

Required Qualifications:

- Seven years' related experience in human resources management in a unionized environment including recruitment, compensation, benefits, employee relations, labor relations, or a comparable combination of experience and training
- Demonstrated ability in the administration of human resources policies and procedures, employment laws and regulations, and multiple collective bargaining agreements
- Demonstrated ability to understand, interpret, apply and advise on complex laws, regulations and collective bargaining agreements affecting human resource management, labor relations and related fields
- Excellent research, organizational and communication (interpersonal, oral and written) skills
- PC proficiency (Windows environment) including Microsoft Office Suite
- Attention to detail and problem solving ability
- Experience working with culturally diverse communities.

Preferred Qualifications:

- Bachelor's degree in business, management or a closely related field and/or a professional HR certification
- Experience working in a human resources department in a public sector agency or higher education institution
- Working knowledge of the Core-CT system including data access and reporting.

For full consideration, applications must be received by February 20, 2018. Salary is commensurate with experience within the established range for this position. The minimum annual salary is \$86,200 with excellent fringe benefits including tuition waiver for employee and eligible dependents at any of the Connecticut State Universities (Central, Eastern, Southern or Western).

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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C18-037

Assistant in Fiscal Affairs

Central Connecticut State University invites applications for two, full-time Assistants in Fiscal Affairs (SUOAF-Administrator II) in the Fiscal Affairs Division. All applicants will be considered for both vacant positions, one located in the Accounting Unit and one located in the Budget Unit. The successful candidates will perform a variety of accounting and budget tasks. Duties for the positions include: Creates and maintains various financial spreadsheets for tracking, recording, analyzing and reporting purposes. Assists with meeting the financial information needs of the University community, Board of Regents System Office, regulatory agencies and other external parties. Assists in the operation and record-keeping process for systems on campus, including the on-line State payroll program Core-CT and Banner. Assists with general accounting functions such as reconciliations, journal entries and financial reports. Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree in accounting or business related field
- Two years of work experience in accounting or a business related area
- Demonstrated knowledge and ability in the use of personal computer equipment and standard office software including that supported by the University (Microsoft Office Suite)

Preferred Qualifications:

- Attention to detail and ability to work independently
- Experience with financial systems, e.g., People Soft, Banner, QuickBooks
- Proficiency in Excel, e.g., formulas, pivot tables, v-lookups

Credentials and/or experience substantially comparable to the above may also be considered.

For full consideration, applications must be received by January 31, 2018. Salary is commensurate with education and experience; minimum starting salary of \$44,000.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

Central Connecticut State University is an affirmative action and equal opportunity employer.

Central Connecticut State University
 Location: New Britain, CT 06659
 Document ID: AC026-4TBX

Job Type: Regular
 Job Schedule: Full-time
 Posted on: 01/22/2018

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Central Connecticut State University
 Location: New Britain, CT 06659
 Job Type: Regular
 Job Schedule: Full-time

C18-037

Created on: 05/15/2012
 Expires on: 02/28/2018

BURSAR'S OFFICE: BILLING ADMINISTRATOR

Central Connecticut State University invites applications for a full-time, Billing Administrator in the Bursar's Office (SUOAF-Administrator II). The successful candidate will coordinate the billing and collection activities of the Bursar's Office. Duties for the position include: handles day-to-day billing activities of the University; oversight of University collections functions and application of late fees; provides assistance in the delivery of Bursar's Office support services to the University community; assists with the cultivation of Bursar Office relations and department programs by planning, organizing and coordinating the activities of the various programs and events pertaining to the department; provides financial information to internal and external customers by phone, email, and web portals; publishing informational sheets, booklets and/or web page(s); coordinates activities with other campus departments for optimum utilization of resources; assists the Bursar Office Administrators in planning and implementation of orientation programs; develops systems to control intake, processing and maintenance of records, documents and similar materials; creates and maintains databases for monitoring various billing activities and prepares a variety of reports as well as ad hoc reports as needed. In addition, conducts routine business such as referring customers to appropriate contacts, responding to customer inquiries, providing explanations as needed, and resolving minor problems that may arise. May represent the University at required meetings and/or functions. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree in accounting or business related field
- Two years of work experience in billing and collection services
- Demonstrated organizational skills and ability to establish office systems and procedures
- Demonstrated strong oral and written communication skills and the ability to work effectively with students, parents, staff, and the University community in a team environment
- Demonstrated knowledge and ability to utilize enterprise resource planning (ERP) software along with Microsoft Office Suite computer programs, with proficiency in spreadsheet, database, publisher and word processing applications
- Demonstrated ability to manage multiple tasks and to analyze problems as well as recommend effective solutions
- Commitment to serving a culturally diverse student body.

Preferred Qualifications:

- Experience with higher education billing and collection.
- Credentials and/or experience substantially comparable to the above may also be considered.

For full consideration, applications must be received by April 3, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

Central Connecticut State University is an affirmative action and equal opportunity employer.

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FEATURED EMPLOYER



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 Administrative Faculty
 [C18-039] - Bursar's Office: Billing Administrator

Position Information

Category: Administrative Faculty
 Deadline: 2018-04-03
 Contact Person: Craig Schuur
 Email: cschuur@ccsu.edu
 Phone: 860-432-2021

Apply Now

Job Description

Central Connecticut State University invites applications for a full-time, Billing Administrator in the Bursar's Office (SUOAF-Administrator II). The successful candidate will coordinate the billing and collection activities of the Bursar's Office. Duties for the position include: handles day-to-day billing activities of the University; oversight of University collections functions and application of late fees; provides assistance in the delivery of Bursar's Office support services to the University community; assists with the cultivation of Bursar Office relations and department programs by planning, organizing and coordinating the activities of the various programs and events pertaining to the department; provides financial information to internal and external customers by phone, email, and web portals; publishing informational sheets, booklets and/or web page(s); coordinates activities with other campus departments for optimum utilization of resources; assists the Bursar Office Administrators in planning and implementation of orientation programs; develops systems to control intake, processing and maintenance of records, documents and similar materials; creates and maintains databases for monitoring various billing activities and prepares a variety of reports as well as ad hoc reports as needed. In addition, conducts routine business such as referring customers to appropriate contacts, responding to customer inquiries, providing explanations as needed, and resolving minor problems that may arise. May represent the University at required meetings and/or functions. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree in accounting or business related field
- Two years of work experience in billing and collection services
- Demonstrated organizational skills and ability to establish office systems and procedures
- Demonstrated strong oral and written communication skills and the ability to work effectively with students, parents, staff, and the University community in a team environment
- Demonstrated knowledge and ability to utilize enterprise resource planning (ERP) software along with Microsoft Office Suite computer programs, with proficiency in spreadsheet, database, publisher and word processing applications
- Demonstrated ability to manage multiple tasks and to analyze problems as well as recommend effective solutions
- Commitment to serving a culturally diverse student body.

Preferred Qualifications:

- Experience with higher education billing and collection.
- Credentials and/or experience substantially comparable to the above may also be considered.

Credentials and/or experience substantially comparable to the above may also be considered.

The University: CCSU is one of four universities in the Connecticut State Colleges & Universities system. Exception professors and a wide array of academic programs prepare students for success in whatever field they choose. CCSU currently enrolls approximately 11,833 students - 8,156 undergraduate and 2,218 graduate. CCSU is a richly diverse, more than 10 percent of students are from communities of color. Visit our web site at <http://www.ccsu.edu>.

The Community: CCSU is located in New Britain, a city with a population of some 70,000, within a 10-minute drive to the state capital of culture-rich Hartford. CCSU is currently in a large-scale community engagement initiative, designed to more effectively engage our communities as the "Heart of Central Connecticut." Planning a range of partnership arrangements with area businesses, schools, agencies, and more, this initiative will create significant new opportunities for student internships, faculty research, as well as an expanding array of cultural collaborations with the New Britain Symphony Orchestra, city theaters, the world-renowned New Britain Museum of American Art, and other area attractions.

Application and Appointment: For full consideration, applications must be received by April 3, 2018. Salary is commensurate with education and experience. To begin the application process, click on the Apply Now button and electronically submit the following:

- Letter of interest addressing qualifications for the position
- Current resume
- Names of three current professional references with addresses, email addresses and telephone numbers

Please indicate any personally identifiable information (e.g., SSN, DOB, marital status) from any documents submitted. Incomplete applications will not be considered. Emails or mailed copies will not be accepted.

For more information, contact Craig Schuur at 860-432-2021 or cschuur@ccsu.edu.

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HigherEdJobs

Bursar's Office: Billing Administrator (#C18-039)

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Admin - Bursar and Student Accounts
Posted:	03/20/2018
Application Due:	04/03/2018
Type:	Full Time

Central Connecticut State University invites applications for a full-time, Billing Administrator in the Bursar's Office (SUOAF-Administrator II). The successful candidate will coordinate the billing and collection activities of the Bursar's Office.

Duties for the position include: handles day-to-day billing activities of the University; oversight of University collections functions and application of late fees; provides assistance in the delivery of Bursar's Office support services to the University community; assists with the cultivation of Bursar Office relations and department programs by planning, organizing and coordinating the activities of the various programs and events pertaining to the department; provides financial information to internal and external customers by phone, email, and web portals; publishing informational sheets, booklets and/or web page(s); coordinates activities with other campus departments for optimum utilization of resources; assists the Bursar Office Administrators in planning and implementation of orientation programs; develops systems to control intake, processing and maintenance of records, documents and similar materials; creates and maintains databases for monitoring various billing activities and prepares a variety of reports as well as ad hoc reports as needed. In addition, conducts routine business such as referring customers to appropriate contacts, responding to customer inquiries, providing explanations as needed, and resolving minor problems that may arise. May represent the University at required meetings and/or functions. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree in accounting or business related field
- Two years of work experience in billing and collection services
- Demonstrated organizational skills and ability to establish office systems and procedures
- Demonstrated strong oral and written communication skills and the ability to work effectively with students, parents, staff, and the University community in a team environment
- Demonstrated knowledge and ability to utilize enterprise resource planning (ERP) software along with Microsoft Office Suite computer programs, with proficiency in spreadsheet, database, publisher and word processing applications
- Demonstrated ability to manage multiple tasks and to analyze problems as well as recommend effective solutions
- Commitment to serving a culturally diverse student body.

Preferred Qualifications:

- Experience with higher education billing and collection.

Credentials and/or experience substantially comparable to the above may also be considered.

For full consideration, applications must be received by April 3, 2018. Salary is commensurate with education and experience.

more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact: Craig Schnur
Bursar's Office
Central Connecticut State University

Phone: 860-832-2021

Online App. Form: <https://hrat.ccsu.edu/default.php>

CCSU is an equal opportunity and affirmative action employer. Members of all underrepresented groups, women, veterans and persons with disabilities are invited and encouraged to apply.

Apply through Institution's Website

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HigherEdJobs

Office of Diversity and Equity: Diversity Associate (#C18-040)

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Admin - Multicultural Affairs and Affirmative Action
Posted:	02/21/2018
Application Due:	03/01/2018
Type:	Full Time
Salary:	\$53,200 to \$85,000 USD Per Year

Central Connecticut State University invites applications for a full-time, Diversity Associate in the Office of Diversity and Equity. The successful candidate will perform a variety of duties relating to affirmative action, discrimination and Title IX complaints, contract compliance, and diversity initiatives. In addition, the associate will be the lead person in organizing and leading training opportunities related to diversity and Title IX issues. Some evening and weekend hours will be required.



Required Qualifications:

- Bachelor's degree from a regionally accredited institution
- Three years of full-time professional work experience supporting Equal Opportunity, Affirmative Action or Title IX programs
- Demonstrated ability to develop and edit complex statistical reports including the ability to use database management, spreadsheet, and statistical software, e.g., Microsoft Office Suite, SPSS
- Experience dealing with complaints in the areas of diversity and equity, human resources, student conduct or conflict resolution, e.g., as an investigator, advocate or conduct officer
- Demonstrated ability to work independently and within a team environment
- Excellent organizational and communication skills
- A record of meeting deadlines and managing multiple tasks with exceptional follow-through skills
- Proven commitment to serving a culturally diverse university community.

Preferred Qualifications:

- Master's degree in human service field or a JD
- Knowledge of FERPA and other confidentiality laws
- Three years' experience delivering diversity and/or Title IX training at a college or university

www.higheredjobs.com/search/details.cfm?JobCode=17668450&Title=Bursar%27s%20Office%3A%20Billing%20Administrator%20%5B%23C18%20039

- Ability to effectively plan and implement training programs and activities in a timely fashion
- Supervisory or lead work experience.

Equivalent combination of training and experience may be considered.

For full consideration, applications must be received by March 1, 2018. Salary is commensurate with education and experience. Salary range \$53,200 to \$85,000 with excellent fringe benefits including tuition waiver for employee and eligible dependents at any of the Connecticut State Universities (Central, Eastern, Southern or Western).

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact: Sharon Gaddy
Office of Diversity & Equity
Central Connecticut State University

Phone: 860-832-1853

Online App. Form: <https://hrat.ccsu.edu/default.php>

CCSU is an equal opportunity and affirmative action employer. Members of all underrepresented groups, women, veterans and persons with disabilities are invited and encouraged to apply.

Apply through Institution's Website

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Central Connecticut State University
Location: New Britain, CT 06109
Job Type: Regular
Job Status: Full-time

OFFICE OF DIVERSITY AND EQUITY: DIVERSITY ASSOCIAT

Central Connecticut State University invites applications for a full-time, Diversity Associate in the Office of Diversity and Equity. The successful candidate will perform a variety of duties relating to affirmative action, discrimination and Title IX complaints, contract compliance, and diversity initiatives. In addition, the associate will be the lead person in organizing and leading training opportunities related to diversity and Title IX issues. Some evening and weekend hours will be required.

Required Qualifications:

- Bachelor's degree from a regionally accredited institution
- Three years of full-time professional work experience supporting Equal Opportunity, Affirmative Action or Title IX programs
- Demonstrated ability to develop and edit complex statistical reports including the ability to use database management, spreadsheet, and statistical software, e.g., Microsoft Office Suite, SPSS
- Experience dealing with complaints in the areas of diversity and equity, human resources, student conduct or conflict resolution, e.g., as an investigator, advocate or conduct officer
- Demonstrated ability to work independently and within a team environment
- Excellent organizational and communication skills
- A record of meeting deadlines and managing multiple tasks with exceptional follow-through skills
- Proven commitment to serving a culturally diverse university community.

Preferred Qualifications:

- Master's degree in human service field or a JD
- Knowledge of FERPA and other confidentiality laws
- Three years' experience delivering diversity and/or Title IX training at a college or university
- Ability to effectively plan and implement training programs and activities in a timely fashion
- Supervisory or lead work experience.

Equivalent combination of training and experience may be considered.

For full consideration, applications must be received by March 1, 2018. Salary is commensurate with education and experience. Salary range \$53,200 to \$85,000 with excellent fringe benefits including tuition waiver for employee and eligible dependents at any of the Connecticut State Universities (Central, Eastern, Southern or Western).

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Pre-Doctoral Fellowship Program in Support of Career Launch of Underrepresented Faculty



DAgostino, Nicholas (Diversity and Equity)

From: Dufrend, Janice <Janice.Dufrend@ct.gov>
Sent: Friday, February 23, 2018 4:02 PM
Subject: Employment Opportunity: Associate ODE
Attachments: C18-040 Associate in ODE CADEP.docx

Good Afternoon All,

Please see the attached employment opportunity for the Central Connecticut State University.

Regards,

Janice C. duFrend
CADEP Corresponding Secretary
www.cadep.net

Thank-you!
Ellen

Ellen Mantel
Associate Director Employee & Labor Relations
Mantel@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



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OFFICE OF DIVERSITY AND EQUITY: DIVERSITY ASSOCIATE [#C18-040]

Central Connecticut State University invites applications for a full-time, Diversity Associate in the Office of Diversity and Equity. The successful candidate will perform a variety of duties relating to affirmative action, discrimination and Title IX complaints, contract compliance, and diversity initiatives. In addition, the associate will be the lead person in organizing and leading training opportunities related to diversity and Title IX issues. Some evening and weekend hours will be required.

Required Qualifications:

- Bachelor's degree from a regionally accredited institution
- Three years of full-time professional work experience supporting Equal Opportunity, Affirmative Action or Title IX programs
- Demonstrated ability to develop and edit complex statistical reports including the ability to use database management, spreadsheet, and statistical software, e.g., Microsoft Office Suite, SPSS
- Experience dealing with complaints in the areas of diversity and equity, human resources, student conduct or conflict resolution, e.g., as an Investigator, advocate or conduct officer
- Demonstrated ability to work independently and within a team environment
- Excellent organizational and communication skills
- A record of meeting deadlines and managing multiple tasks with exceptional follow-through skills
- Proven commitment to serving a culturally diverse university community.

Preferred Qualifications:

- Master's degree in human service field or a JD
- Knowledge of FERPA and other confidentiality laws
- Three years' experience delivering diversity and/or Title IX training at a college or university
- Ability to effectively plan and implement training programs and activities in a timely fashion
- Supervisory or lead work experience.

Equivalent combination of training and experience may be considered.

For full consideration, applications must be received by **March 1, 2018**. Salary is commensurate with education and experience. **Salary range \$53,200 to \$85,000 with excellent fringe benefits** including tuition waiver for employee and eligible dependents at any of the Connecticut State Universities (Central, Eastern, Southern or Western).

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

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6/23/2018 NURSING: COORDINATOR OF CLINICAL PLACEMENT AND LABORATORY LEARNING [#C18-041] | ChronicleVitas

[Job Search](#)

NURSING: COORDINATOR OF CLINICAL PLACEMENT AND LABORATORY LEARNING

C18-042

Central CT State University in Connecticut

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Date Posted April 9, 2018
Type Administrative
Salary Not specified

Employment Type Full-time
NURSING: COORDINATOR OF CLINICAL PLACEMENT AND LABORATORY LEARNING [#C18-041]

Central Connecticut State University invites applications for a full-time, Coordinator of Clinical Placement and Laboratory Learning in the School of Educational and Professional Studies, Nursing Department. The Coordinator of Clinical Placement and Laboratory Learning is responsible for collaborating with the Department Chairperson, program coordinators, and faculty in identifying and negotiating clinical placement settings, appropriate preceptors (graduate program), and other clinical related learning experiences including identifying the need for new contracts with potential clinical agencies and/or preceptors and assuring compliance with contractual agreements, and ensuring the clinical educational needs of the nursing student population and the requirements of the clinical facilities are met. The incumbent of this position will manage and direct activities related to simulation pedagogy and the nursing laboratories. Candidates are expected to be committed to multiculturalism and working with a diverse student body. This position will require

6/23/2018 NURSING: COORDINATOR OF CLINICAL PLACEMENT AND LABORATORY LEARNING [#C18-041] | ChronicleVitas

- Bachelor's degree in nursing
- Four years of clinical experience as a Registered Nurse and two years simulation experience
- Current RN license in the State of Connecticut
- Current knowledge and experience of standards and practices involving simulation pedagogy
- Knowledge and ability to lead organizational change, experience in leading projects, and current knowledge of clinical nursing care
- Understanding of student clinical experience needs,
- Strong oral and written communication skills with new technology and software
- Strong organizational skills
- Ability to work with diverse learners
- Ability to lift and transfer mannequins and other related equipment

Equivalent combination of training and experience may be considered.

Preferred Qualifications:

- Master's degree in nursing or health related field
- Clinical placement experience
- Prior experience in an educational institution

For full consideration, applications must be received by **April 27, 2018**.

Salary is commensurate with education and experience; minimum salary \$61,617.

For more information and application instructions go to:

<https://hrat.ccsu.edu/default.php>

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Opportunities

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Administrative Faculty
[C18-042] - Nursing: Coordinator Of Clinical Placement and Laboratory Learning

Position Information

Category: Administrative Faculty
Deadline: 2018-05-27
Contact Person: Dr. Leana Korkleamy
Email: Korkleamy@ccsu.edu
Phone: 860-832-3104

Job Description

Central Connecticut State University invites applications for a full-time, Coordinator of Clinical Placement and Laboratory Learning in the School of Educational and Professional Studies, Nursing Department. The Coordinator of Clinical Placement and Laboratory Learning is responsible for collaborating with the Department Chairperson, program coordinators, and faculty in identifying and negotiating clinical placement settings, appropriate preceptors (graduate program), and other clinical related learning experiences including identifying the need for new contracts with potential clinical agencies and/or preceptors and ensuring compliance with contractual agreements, and ensuring the clinical educational needs of the nursing student population and the requirements of the clinical agencies are met. The incumbent of this position will manage and direct activities related to situation pedagogy and the nursing laboratories. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

This position will require occasional evening and weekend hours.

Required Qualifications:

- Bachelor's degree in nursing
- Four years of clinical experience as a Registered Nurse and two years situation experience
- Current RN license in the State of Connecticut
- Current knowledge and experience of standards and practices involving situation pedagogy
- Knowledge and ability to lead organizational change, experience in leading projects, and current knowledge of clinical nursing care
- Understanding of student clinical experience needs
- Strong oral and written communication skills with new technology and software
- Strong organizational skills
- Ability to work with diverse learners
- Ability to lift and transfer microscopes and other related equipment

Equivalent combination of training and experience may be considered.

Preferred Qualifications:

- Master's degree in nursing or health related field
- Clinical placement experience
- Prior experience in an educational institution

The University: CCSU is one of four universities in the Connecticut State Colleges & Universities system. Excellent professors and a wide array of academic programs prepare students for success in whatever field they choose. CCSU serves approximately 12,200 students - 8,600 undergraduates, and 2,700 graduates. CCSU is richly diverse more than 50 percent of students are from communities of color. Visit our web site at <http://www.ccsu.edu>.

The Community: CCSU is located in New Britain, a city with a population of some 70,000, within a 10-minute drive to the state capital of culture-rich Hartford. CCSU is currently in a large-scale community engagement initiative, designed to more effectively embrace our communities as the "Heart of Central Connecticut." Pursuing a range of partnership arrangements with area businesses, schools, agencies, and more, the initiative will create significant new opportunities for student internships, faculty research, as well as an expanding array of cultural collaborations with the New Britain Symphony Orchestra, City Theatre, the world-renowned New Britain Museum of American Art, and other area institutions.

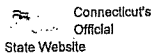
Applications and Appointments: For full consideration, applications must be received by April 27, 2018. Salary in consideration with education and supervisory minimum salary \$48,817. To begin the application process, click on the Apply Now button and electronically attach the following in a single file:

- Letter of interest addressing qualifications for the position
- Current resume
- Names of three current professional references (one must be a supervisor) with addresses, email addresses, telephone numbers and relationship to applicant

Please reflect any personally identifiable information (i.e. SSN, DOB, marital status) from any documents submitted. Incomplete applications will not be considered. Email or mailed copies will not be accepted.

For more information, contact Dr. Leana Korkleamy at 860-832-3104 or Korkleamy@ccsu.edu.

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Connecticut State Department of Administrative Services

Secretary 2

Central Connecticut State University

Recruitment #180117-7539CL-001

Location	New Britain, CT
Date Opened	1/17/2018 2:00:00 PM
Salary	\$46,721 - \$61,086/year
Job Type	Open to the Public
Close Date	1/29/2018 11:59:00 PM

INTRODUCTION

Central Connecticut State University is accepting applications for a Secretary 2. This position is located in Student Wellness Services, and is full time (40 hours per week), Monday through Friday, 8 a.m. to 5 p.m. with a one hour unpaid meal period in the Administrative Clerical (NP-3) bargaining unit. Student Wellness Services is a very active and fast-paced Department. The Secretary 2 is responsible for a variety of duties and serves as the Department's first point of contact for



Opportunities

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Administrative Faculty
[C18-044] - Residence Life: Residence Hall Director

Position Information

Category: Administrative Faculty
Deadline: 2018-05-10
Contact Person: Joanna Moka
Email: jmoka@ccsu.edu
Phone: 860-832-1957

Job Description

Central Connecticut State University (CCSU) invites applications for a full-time Assistant to the Director of Residence Life/Residence Hall Director in the Department of Residence Life. This is a 10-month tenure professional staff member who is responsible for the overall quality of life in a University residence hall. The emphasis of this position is on establishing and maintaining an atmosphere conducive to personal growth, community building and academic achievement. Candidates are expected to be committed to multiculturalism and working with a diverse student body. Please note CCSU does not sponsor visas.

Required Qualifications:

- Bachelor's degree
- Two years (2Y) of relevant housing experience which enable the applicant to relate effectively to resident university students and staff
- Commitment to serving a diverse student body

Equivalent combination of training and experience may be considered.

Preferred Qualifications:

- Recent residence life work experience at a college or university setting
- Experience with Microsoft Office Suite and Adtrack Software The Housing Director and/or other housing management software
- Experience with operational needs of a residence hall (e.g., scheduling work orders, inventory control)
- Supervision of resident assistants
- Demonstrated experience advising student organizations (e.g., clubs, hall council)
- Experience developing and providing training to college/university setting
- Demonstrated experience with crisis management and resolving student conduct

The University: CCSU is one of four universities in the Connecticut State Colleges & Universities system. Excellent professors and a wide array of academic programs prepare students for success in whatever field they choose. CCSU serves approximately 12,200 students - 8,600 undergraduates, and 2,700 graduates. CCSU is richly diverse more than 50 percent of students are from communities of color. Visit our web site at <http://www.ccsu.edu>.

The Community: CCSU is located in New Britain, a city with a population of some 70,000, within a 10-minute drive to the state capital of culture-rich Hartford. CCSU is currently in a large-scale community engagement initiative, designed to more effectively embrace our communities as the "Heart of Central Connecticut." Pursuing a range of partnership arrangements with area businesses, schools, agencies, and more, the initiative will create significant new opportunities for student internships, faculty research, as well as an expanding array of cultural collaborations with the New Britain Symphony Orchestra, City Theatre, the world-renowned New Britain Museum of American Art, and other area institutions.

Applications and Appointments: For full consideration, applications must be received by May 10, 2018. Salary in consideration with education and experience. Incomplete applications will not be considered. To begin the application process, click on the Apply Now button and electronically attach the following in a single file:

- Letter of interest addressing qualifications for the position
- Current resume
- Names of three current professional references (including a current or former supervisor) with addresses, email addresses and telephone numbers

Please reflect any personally identifiable information (i.e. SSN, DOB, marital status) from any documents submitted. Incomplete applications will not be considered. Email or mailed copies will not be accepted.

For more information, contact Joanna Moka at 860-832-1957 or jmoka@ccsu.edu.

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students, faculty, staff, the outside community and vendors. Individual must have a strong desire to learn, and be flexible and part of a team.

Applicants are required to upload a cover letter including Job Posting Number: C18-045. (Note: In order to upload documents you must ensure that your internet browser's 'pop-up' blocker is off. Failure to do so may prevent you from being able to upload documentation and submit your application.) Questions about these required documents should be directed to the hiring agency's human resources office: Mary Cavanaugh, cavanaughm@ccsu.edu, (860) 832-1856.

SELECTION PLAN

All candidates for employment at Central CT State University are subject to a pre-employment background investigation including criminal background check, federal sanctions, and reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation. Later in the recruitment process, current State employees may be required to provide their two most recent performance appraisals while non-State employees may be required to provide professional reference contact information. This is a Classified/Competitive position.

PURPOSE OF JOB CLASS (NATURE OF WORK)

In a state agency this class is accountable for independently performing a full range of secretarial support functions requiring an understanding of organizational policies and procedures.

EXAMPLES OF DUTIES

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

- 1. **TYPING:** Using a or personal computer or other electronic equipment , formats and types a full range of correspondence, reports, bills, drafts, etc. from rough draft, transcription, dictated notes, etc. Proofreads for content; edits using knowledge of grammar, punctuation and spelling.
- 2. **FILING:** Designs office filing systems; organizes and maintains files (including confidential files); maintains, updates and reviews reference materials and manuals.
- 3. **CORRESPONDENCE:** Composes complex letters and/or memoranda, etc. (e.g. explaining department practices/policies) for own or supervisor's signature.
- 4. **REPORT WRITING:** Compiles information from a variety of sources and prepares narrative or statistical reports, exercising judgment in the selection of items to be included.
- 5. **INTERPERSONAL:** Greets and directs visitors; answers phones and screens incoming calls; provides advice to callers regarding policy and procedures (e.g. citing a regulation to solve a specific problem); coordinates with others both within and outside of the organization on a variety of non-routine matters.
- 6. **PROCESSING:** Screens letters, memos, reports and other materials to determine action required; may make recommendations to the supervisor.
- 7. **PERSONAL SECRETARY:** Arranges and coordinates meetings (including space and equipment); researches, assembles and coordinates meeting materials (e.g. charts, graphs, reports); writes minutes of meetings, lectures, conferences, etc. from rough draft; takes notes using shorthand, speedwriting or machine transcription; prepares expense accounts; makes travel arrangements.
- 8. **OFFICE MANAGEMENT:** Maintains an inventory of supplies and equipment; orders supplies when necessary; completes, processes and maintains paperwork for purchasing (e.g. orders, requisitions, invoices, etc.); maintains time and attendance records; assists in preparing and monitoring the

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office budget (e.g. compiles figures, reviews statistical reports, verifies expense items); designs and initiates new forms and procedures to facilitate workflow; performs related duties as required.

KNOWLEDGE, SKILL AND ABILITY

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

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Three (3) years' experience above the routine clerk level in office support or secretarial work.

MINIMUM QUALIFICATIONS - SPECIAL EXPERIENCE

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

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

College training in the secretarial sciences may be substituted for the General Experience on the basis of fifteen (15)

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semester hours equalling one-half (1/2) year of experience to a maximum of two (2) years.

PREFERRED QUALIFICATIONS

Experience working in an educational, medical or counseling environment. Experience with Microsoft Office applications including MS Word, Excel, Outlook and PowerPoint. Experience with health compliance management/record keeping software such as Medical. Experience working in a fast-paced environment using strong interpersonal and customer service skills. Experience working with confidential and time-sensitive information.

CONCLUSION

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

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

The State of Connecticut is an Affirmative Action/Equal Opportunity Employer and strongly encourages the application of women, minorities and persons with disabilities.

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The Market
Careers in College Athletics



184-051

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Athletics: Assistant Men's Basketball Coach

SAVE

Central Connecticut State University

Central Connecticut State University's Athletics Division invites applications for a full-time Assistant Men's Basketball Coach. The successful candidate will be responsible for assisting in the organization and administration of all aspects of the basketball program. Responsibilities include, but are not limited to, recruitment and development of student-athletes, ensuring academic progress and graduation; assisting in scheduling and travel arrangements, ensuring compliance with all NCAA, NEC and University rules and regulations and participation in fund raising events. The Assistant Coach will be expected to work cooperatively and effectively with the staff and personnel of the department and University. This position requires an excellent work ethic along with exceptional motivational and communication skills. Candidates are expected to be committed to multiculturalism and working with a diverse student body.

Required Qualifications:

- Bachelor's degree
- Three years coaching experience in the sport of college basketball
- Proven track record of compliance, rules and academic integrity
- Commitment to working with a diverse student body

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Application

First Name

Last Name

Email

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Posted: June 15, 2018
Location: New Britain, Connecticut
Salary:

https://ncaamarket.ncaa.org/jobs/11163898/athletics-assistant-men-s-basketball-coach 6/21/2018



C18-052

C18-052

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Intercollegiate Athletics: Assistant Football Coach, Offensive Line SAVE

Central Connecticut State University

Central Connecticut State University invites application for Assistant Football Coach (Offensive Line) in the Department of Intercollegiate Athletics. The successful candidate will be responsible for assisting in the organization and administration of all aspects of the football program. Responsibilities include, but are not limited to, recruitment and development of student-athletes, ensuring academic progress and graduation; assisting in scheduling and travel arrangements, ensuring compliance with all NCAA, NEC, and University rules and regulations and participation in fund raising events. The Assistant Coach will be expected to work cooperatively and effectively with the staff and personnel of the department and University. This position requires a strong sense of personal and professional integrity, an excellent work ethic along with exceptional motivational and communication skills. Candidates are expected to be committed to multiculturalism and working with a diverse student body. Central Connecticut is an NCAA Division I institution competing in the Football Championships subdivision as a full member of the Northeast Conference and is eligible for the NEC's automatic qualification to the NCAA FCS playoffs. CCSU currently supports 360 student-athletes across 18 intercollegiate programs and has a rich athletics tradition and history of success. Blue Devil Athletics embraces core values of Hard Work, Commitment, Dedication, Determination, Passion, Pride, and Family.

Application

First Name

Last Name

Email

CONTINUE TO APPLICATION

By using this feature you agree to our [Terms and Conditions](#) and [Privacy Policy](#).

Details

Posted: Job Alerts Accept Cookies

Location: New Britain, Connecticut

HigherEdJobs

Intercollegiate Athletics: Assistant Football Coach, Offensive Line [#C18-052] /

Institution:	Central Connecticut State University
Location:	New Britain, CT
Category:	Admin - Athletics and Coaching
Posted:	06/13/2018
Application Due:	06/18/2018
Type:	Full Time

Central Connecticut State University invites application for Assistant Football Coach (Offensive Line) in the Department of Intercollegiate Athletics. The successful candidate will be responsible for assisting in the organization and administration of all aspects of the football program. Responsibilities include, but are not limited to, recruitment and development of student-athletes, ensuring academic progress and graduation; assisting in scheduling and travel arrangements, ensuring compliance with all NCAA, NEC, and University rules and regulations and participation in fund raising events. The Assistant Coach will be expected to work cooperatively and effectively with the staff and personnel of the department and University. This position requires a strong sense of personal and professional integrity, an excellent work ethic along with exceptional motivational and communication skills. Candidates are expected to be committed to multiculturalism and working with a diverse student body.



Central Connecticut is an NCAA Division I institution competing in the Football Championships subdivision as a full member of the Northeast Conference and is eligible for the NEC's automatic qualification to the NCAA FCS playoffs. CCSU currently supports 360 student-athletes across 18 intercollegiate programs and has a rich athletics tradition and history of success. Blue Devil Athletics embraces core values of Hard Work, Commitment, Dedication, Determination, Passion, Pride, and Family!

Required Qualifications:

- Bachelor of Science/Art degree
- An understanding of NCAA rules compliance
- Three years of Division I coaching experience
- Five years of coaching offensive line
- Recruiting experience

Preferred Qualifications:

- Five years - Northeast Recruiting Experience (ME, NH, MA, CT, NY, NJ)
- Prior experience with recruiting, skill instruction, practice/game plan development, and administrative responsibilities in the sport of football

<https://ncaamarket.ncaa.org/jobs/1155349/intercollegiate-athletics-assistant-football-coac...> 6/21/2018

<https://www.higheredjobs.com/state/details.cfm?JobCode=176744090&Title=Intercollegia...> 6/14/2018

- Excellent organization and communication skills
- Master's degree
- Offensive coordinator experience at Division I, Division II, or Division III level

The University: CCSU is one of four universities in the Connecticut State Colleges & Universities system. Excellent professors and a wide array of academic programs prepare students for success in whatever field they choose. CCSU serves approximately 12,200 students - 9,500 undergraduates, and 2,700 graduates. CCSU is richly diverse: more than 30 percent of students are from communities of color. Visit our web site at <http://www.ccsu.edu>.

The Community: CCSU is located in New Britain, a city with a population of some 70,000, within a 10-minute drive to the state capital of culture-rich Hartford. CCSU is currently in a large-scale community engagement initiative, designed to more effectively embrace our communities as the "sleevehead of central Connecticut." Pursuing a range of partnership arrangements with area businesses, schools, agencies, and more, this initiative will create significant new opportunities for student internships, faculty research, as well as an expanding array of cultural collaborations with the New Britain Symphony Orchestra, city theatres, the world-renowned New Britain Museum of American Art, and other area attractions.

For full consideration, applications must be received by June 18, 2018. Salary is commensurate with education and experience.

For more information and application instructions go to: <https://hrat.ccsu.edu/default.php>.

APPLICATION INFORMATION

Contact: Adam Jenkins
Director of Field Operations
Central Connecticut State University

Online App. Form: <https://hrat.ccsu.edu/default.php>.

CCSU is an equal opportunity and affirmative action employer. Members of all underrepresented groups, women, veterans and persons with disabilities are invited and encouraged to apply.

Apply through Institution's Website

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Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Tuesday, August 1, 2017 3:20 PM
To: Suski-Lenczewski, Anna E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osuba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Kremens, Zdzislaw B. (Engineering, Science, and Technology); Lourdes Ardel; Marlene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Paula Rice; Peggy Boyle; Rosa Butler; Steve Weinberger; SUOAF Designees
Subject: SUOAF Position Announcement: Associate Director of Financial Aid
Attachments: Associate Director of Financial Aid January 2002 Update.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

ASSOCIATE DIRECTOR OF FINANCIAL AID
FINANCIAL AID OFFICE
Administrator IV

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to Ms. Sarah Leone: leone@ccsu.edu.

Application Deadline: Applications must be received by August 15, 2017.

Ellen Mantel
Associate Director Employee & Labor Relations
Mantel@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
New Britain, CT 06050

POSITION DESCRIPTION

POSITION TITLE : Associate Director of Financial Aid
RANK : Administrator IV
DEPARTMENT : Office of Financial Aid
SUPERVISOR : Director of Financial Aid

POSITION SUMMARY :

The Associate Director of Financial Aid is responsible for system operations and assists in planning, coordination, and operation of the Office of Student Financial Aid Advising : 1) Program Management, 2) Personnel Development, 3) Fiscal Management, 4) Public Information, 5) Long Range Planning and Development.

POSITION RESPONSIBILITIES :

Serves as a resource for the University's Office of Financial Aid, effectively assists the Director in coordinating the operation of the Office to support the University's mission in Enrollment Services. Assists the Director in developing, interpreting, and implementing policies and procedures to provide the University with efficient and effective delivery of services to the office's publics.

Responsible for system operations and functional processing, including the processing, disbursing and reconciling financial aid funds.

Serves as a liaison with campus academic and administrative concerns, and with external public, prospective students, parents, high school counselors, post-secondary education administrators, and other interested constituencies – by effectively disseminating appropriate information and providing the appropriate service.

Assists with planning and developing financial advising forms and publications, coordinates computerizing financial advising records and accounts for fiscal control of the Office's monies, and coordinates the processing of applications for financial aid.

Ensures that software used to administer and deliver financial aid programs is maintained and updated as required. Trains staff, installs software; tests and provides assistance with solving software problems. Serves as a liaison to Information Technology services staff.

Performs other duties and responsibilities related to those enumerated above that do not alter the basic level of responsibility of the position.

QUALIFICATIONS

Master's degree and four years of experience in student services, including two years in financial aid, demonstrating: a) ability to relate effectively to students and staff; b) broad knowledge of financial aid practices; and c) supervisory ability and d) strong technical knowledge of SCT and/or Banner computer systems or comparable required system. An equivalent combination of credentials and/or experience may also be considered.

SPECIAL CONDITIONS

Must be available evenings and weekends as needed.

1/29/02

Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Wednesday, August 16, 2017 4:39 PM
To: Suski-Lenczewski, Anna E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osuba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Kremens, Zdzislaw B. (Engineering, Science, and Technology); Lourdes Ardel; Marlene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Paula Rice; Peggy Boyle; Steve Weinberger; SUOAF Designees
Cc: Hernandez, Ramon (Student Affairs); Taddei, Janelle (Student Affairs)
Subject: SUOAF Position Announcement: Director of Student Disability Services
Attachments: DirectorOfStudentDisabilityServices V 2_19_16.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

DIRECTOR OF STUDENT DISABILITY SERVICES
DEPARTMENT OF STUDENT DISABILITY SERVICES
Administrator V

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to Ms. Jan Taddei at taddejaa@ccsu.edu.

Application Deadline: Applications must be received by **August 30, 2017**.

Ellen Mantel
Associate Director Employee & Labor Relations
MantelE@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-ARSCME

POSITION TITLE: Director of Student Disability Services
RANK: Administrator V
DEPARTMENT: Student Disability Services
SUPERVISOR: Associate Dean of Student Affairs

POSITION SUMMARY

Under the supervision of the Associate Dean of Student Affairs, the Director of Student Disability Services supervises the delivery of comprehensive and coordinated services for students with disabilities, as defined under the 1990 Americans with Disabilities Act (ADA) and Section 504 of the 1973 Rehabilitation Act. The Director serves as the primary liaison with state and private agencies and as a resource to the University and to the public at large. The Director supervises the professional and paraprofessional staff, manages operating and auxiliary aids budgets, and conducts annual program and service evaluations. The Director researches and remains current on issues related to disability support services in postsecondary education settings.

SUPERVISION EXERCISED

Supervises professional and/or support staff.

POSITION RESPONSIBILITIES

Manages, leads, and directs the activities of the office of Student Disability Services and all ADA and Section 504 compliance programs of the University related to student support services.

Serves as a resource to the entire community, including individual faculty, in designing and delivering reasonable accommodations required by the law.

Establishes and maintains collegial and programmatic relationships with student service, academic and administrative departments, including Residence Life, Student Wellness Services, Student Affairs and Academic Affairs.

Supervises and evaluates all professional and support staff of Student Disability Services; selects, trains and supervises all student peer support staff, including graduate interns.

Develops and manages program budgets, including departmental operating budgets, auxiliary aid budgets and funds obtained through grant applications.

Develops and updates, as required, all written policies, procedures and protocols guiding the work of the unit, ensuring policies are consistent with legal mandates related to disability in postsecondary education settings. Provides training and serves as a resource to all campus constituencies (individual faculty, academic departments, and administrative units) on all aspects of the program, including but not limited to accessibility training, sensitivity to disabilities, emerging trends in disability rights and services.

Engages in collaborative program initiatives with related student service functions, particularly Student Wellness Services.

Coordinates and manages recruitment and pre-enrollment consultations with new students and/or parents to review the IEP and to develop a single coordinated plan of support.

Director of Student Disability Services
Page 2
February 19, 2016

Serves as primary liaison to arrange, manage and evaluate interpreter services, reader services, personal assistant services, TDDs and assistive technologies which are provided by public or private agencies.

Makes referrals to appropriate campus services or community agencies and assists students in assuming the role of self-advocates.

Conducts on-going and end-of-year evaluation activities to assess the effectiveness of the services and satisfactory progress of a student toward his/her academic goal.

Assures highest level of confidentiality for all service providers which reflect the privacy rights of all student clients of the office of Student Disability Services.

May serve as advisor to student organizations which promote University-wide understanding of disability issues.


Serves on committees as authorized by the Associate Dean of Student Affairs, and represents the office of Student Disability Services in meetings, seminars and workshops, both on and off campus.

Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Master's Degree in Special Education, Psychology, Counseling, Social Work or related field. Five years of administrative experience with demonstrated ability to relate to students, faculty and staff. Proven ability and experience working with students with disabilities and delivering services to them and recognized and proven ability to coordinate a large, multi-faceted program of student support services. Demonstrated strong oral and written communication skills and organizational skills. Demonstrated ability in utilizing Microsoft Office Suite programs. Knowledge of Assistive Learning Technology/Adaptive Devices preferred. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Exempt.


For CCSU Date For SUOAF Date
26 FEB 16

02-19-16: SCSU job description revised for use at CCSU.

Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Friday, August 25, 2017 12:03 PM
To: Suski-Lenczewski, Anna E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osoba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Kremens; Zdzislaw B. (Engineering, Science, and Technology); Lourdes Ardel; Marlene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Paula Rice; Peggy Boyle; Steve Weinberger; SUOAF Designees
Cc: Hernandez, Ramon (Student Affairs); Taddei, Janelle (Student Affairs)
Subject: SUOAF Position Announcement: Director of Student Disability Services - EXTENDED DEADLINE

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

DIRECTOR OF STUDENT DISABILITY SERVICES
DEPARTMENT OF STUDENT DISABILITY SERVICES
Administrator V

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to Ms. Jan Taddei at taddejiaa@ccsu.edu.

Application Deadline: Applications must be received by September 5, 2017.

Ellen Mantel
Associate Director Employee & Labor Relations
Mantel@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Tuesday, September 5, 2017 12:31 PM
To: Suski-Lenczewski, Anna E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osuba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Kremens, Zdzislaw B. (Engineering, Science, and Technology); Lourdes Ardel; Mariene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Paula Rice; Peggy Boyle; Steve Weinberger; SUOAF Designees
Cc: Rossitto, Paul J. (Career/Explore)
Subject: SUOAF Position Announcement: Advising & Career Exploration Specialist
Attachments: AdvisingAndCareerExplorationSpecialist III 11_10_16.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

ADVISING & CAREER EXPLORATION SPECIALIST
EXPLORE CENTRAL
Administrator III

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to Mr. Paul Rossitto at: rossitop@ccsu.edu.

Application Deadline: Applications must be received by **September 18, 2017**.

Ellen Mantel
Associate Director Employee & Labor Relations
Mantele@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Advising and Career Exploration Specialist
RANK: Administrator III
DEPARTMENT: Center for Advising and Career Exploration
SUPERVISOR: Director of the Center for Advising and Career Exploration

POSITION SUMMARY

Assists student populations served by the Center for Advising and Career Exploration in the development of academic and career plans through individual counseling and group activities on self-assessment, major selection, career exploration, experiential learning opportunities, and job search strategies.

SUPERVISION EXERCISED

May supervise support staff and/or student workers.

POSITION RESPONSIBILITIES

Advises students on academic programs and requirements, resources, policies and procedures.

Advises, on an individual basis, all students who have not solicited a major and students changing majors.

Assists students in developing an integrated academic/career plan which includes declaration of a major.

Advises students on an individual basis or in a group setting on topics such as: skills identification, values clarification, career research and exploration, resume and cover letter writing, job search strategies and interviewing.

Administers assessment instruments on an individual basis or in a group setting as appropriate, and interprets assessment results with students.

Assists students in obtaining experiential learning opportunities.

Transitions student advisees to their designated school-based advisors.

Develops and updates academic and career advising materials as needed.

May design, develop and coordinate outreach activities to student groups, parents, faculty and other appropriate groups, in order to provide information on academic and career choices.

May assume responsibility for a particular student population.

Performs other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Bachelor's degree and two years of experience in relevant student support services. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Exempt.

11-10-16: Minor changes. No change in rank.
05-12-09: Created.

Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Thursday, October 26, 2017 12:16 PM
To: Suski-Lenczewski, Anna E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osuba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Kremens, Zdzislaw B. (Engineering, Science, and Technology); Lourdes Ardel; Marlene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Paula Rice; Peggy Boyle; Steve Weinberger; SUOAF Designees
Cc: Fitzgerald, Glynis (Dean Graduate Studies)
Subject: SUOAF Position Announcement: Institutional Review Board (IRB) Administrator
Attachments: InstitutionalReviewBoard_IRB_Administrator IV 9_15_17.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

INSTITUTIONAL REVIEW BOARD (IRB) ADMINISTRATOR
SCHOOL OF GRADUATE STUDIES
Administrator IV

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to Dr. Glynis Fitzgerald at: fitzgeraldg@ccsu.edu.

Application Deadline: Applications must be received by November 8, 2017.

Ellen Mantel
Associate Director Employee & Labor Relations
Mantele@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Institutional Review Board (IRB) Administrator
RANK: Administrator IV
DEPARTMENT: School of Graduate Studies
SUPERVISOR: Associate Vice President Academic Affairs/Dean, School of Graduate Studies

POSITION SUMMARY

The Institutional Review Board (IRB) Administrator has primary responsibility for the administration of the CCSU Institutional Review Board ensuring compliance with federal regulations, and acting as the primary contact person for all investigators involved in human subjects' research. The IRB Administrator oversees the confidential institutional review and approval process of all research activities involving human subjects to protect their safety, rights and welfare.

SUPERVISION EXERCISED

May supervise professional and/or support staff.

POSITION RESPONSIBILITIES

Reviews and monitors Federal and State compliance requirements in the protection of human subjects. Works independently with minimal supervision utilizing their highly specialized training to ensure compliance.

Reviews IRB policy, and, in conjunction with the IRC chairperson, revises submission forms as necessary.

Works with the IRB chairperson in the drafting of new or revised CCSU institutional policy statements; recommends appropriate changes in policy to ensure compliance with updated regulations.

Advises faculty and students on review procedures and provides suggestions to facilitate approval of the project.

Provides advice and assistance to investigators regarding the procedural requirements of IRB applications.

Provides notification of IRB actions and maintains all records as required by institutional policy.

Schedules meetings, prepares and distributes meeting materials and writes the minutes for the IRB Board, and maintains confidential research records in an organized and consistent manner.

Facilitates and ensures compliance in required training for IRB Board members, faculty and students.

May produce and publish a periodic newsletter and maintain/update the Department website.

Attends professional conferences, workshops and seminars to develop and maintain knowledge of IRB requirements, effectively analyze issues and exercise appropriate judgement.

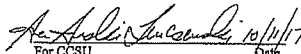
Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

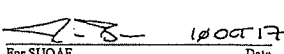
Institutional Review Board (IRB) Administrator
Page 2
September 15, 2017

MINIMUM QUALIFICATIONS REQUIRED

Bachelor's degree in science or social sciences. Four years of experience in research support with a minimum of one year dealing with clinical, behavioral or social science-based research. Demonstrated ability to work cooperatively and collaboratively with administration, faculty and students, and ability to organize and maintain data using computer systems. Ability to effectively and pleasantly communicate with all levels of the University. Computer proficiency in spreadsheet, database development, email or the ability to rapidly master these applications. High degree of attention to detail and ability to function in a fast-paced office environment. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Exempt.

 10/11/17
For CCSU Date

 10/05/17
For SUOAF Date

09-15-17: Created.

Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Friday, November 3, 2017 11:15 AM
To: Suski-Lenczewski, Anna E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osoba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Kremens, Zdzislaw B. (Engineering, Science, and Technology); Lourdes Ardel; Mariene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Paula Rice; Peggy Boyle; Steve Weinberger; SUOAF Designees
Cc: Hazan, Scott (SALD); Brooks, Charmagne (SALD)
Subject: SUOAF Position Announcement; Recreation Specialist
Attachments: RecreationSpecialist III 10_31_17.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

RECREATION SPECIALIST
STUDENT ACTIVITIES / LEADERSHIP DEVELOPMENT
Administrator III

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to Mr. Scott Hazan at: hazanscz@ccsu.edu and Ms. Charmagne Brooks at: brooksc@ccsu.edu.

Application Deadline: Applications must be received by November 16, 2017.

Ellen Mantel
Associate Director Employee & Labor Relations
Mantele@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Recreation Specialist
RANK: Administrator III
DEPARTMENT: Student Activities / Leadership Development
SUPERVISOR: Director of Student Activities / Leadership Development

POSITION SUMMARY

Under the supervision of the Director of Student Activities / Leadership Development, the incumbent of this position provides general service to the recreation/intramural program including particular responsibility for the development and coordination of intramurals, recreation, club sport programs, fitness center and event management and athletic facilities supervision. The incumbent helps to establish policies and procedures, and provides direction and leadership to the Department. This position involves significant evening and weekend hours.

SUPERVISION EXERCISED

May supervise professional and/or support staff.

POSITION RESPONSIBILITIES

Develops and administers comprehensive intramural, recreation and club sport programs which includes scheduling, staff supervision, determining program content, establishing policies, etc.

Coordinates recreational and intramural events including staff supervision, training, use of facilities, etc.

Plans, implements, and oversees the use of athletic facilities for University recreational activities.

Develops a complete program for the fitness center to meet the needs of the University community.

Consults with physical plant on the maintenance and preparation of athletic facilities for recreational purposes.

Provides day-to-day supervision of the recreational component of the swimming pool including hiring, scheduling, and supervising lifeguards. Assures compliance with health and safety standards and certification of lifeguards.

Prepares and manages the departmental budget for intramurals, recreation, and club sports.

Assists the Director of Student Activities / Leadership Development in the administration of all activities as directed.

Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Bachelor's degree (Master's degree preferred) in Sports Management or Athletics Administration or other relevant area and appropriate strength and conditioning certification, and three years experience in athletics administration. Previous experience in the administration of intramural and/or recreational athletics, design and implementation of strength training and fitness programming, and computer skills including experience with word processing and graphic design package. Coaching experience preferred. Credentials and/or experience substantially comparable to the above may also be considered.

Recreation Specialist
Page 2
October 31, 2017

FLSA Status: Exempt.

10-31-17: Minor changes.
08-07-13: Minor changes.
09-22-06: Minor changes to CCSU position description. No change in rank.
12-28-05: Minor changes to ECSU position titles only to allow use by CCSU.
04-27-99: ECSU

Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Friday, November 3, 2017 11:27 AM
To: Suski-Lenczewski, Anna E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osuba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Kremens, Zdzislaw B. (Engineering, Science, and Technology); Lourdes Ardel; Marlene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Paula Rice; Peggy Boyle; Steve Weinberger; SUOAF Designees
Cc: Hazan, Scott (SALD); Brooks, Charmagne (SALD)
Subject: SUOAF Position Announcement: Program Assistant - Recreation
Attachments: Program Assistant - 10 or 12 Month II 9-15-06.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

PROGRAM ASSISTANT - RECREATION
STUDENT ACTIVITIES / LEADERSHIP DEVELOPMENT
Administrator II

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to Mr. Scott Hazan at: hazanscz@ccsu.edu and Ms. Charmagne Brooks at: brooksc@ccsu.edu.

Application Deadline: Applications must be received by **November 16, 2017**.

Ellen Mantel
Associate Director Employee & Labor Relations
Mantele@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Program Assistant (10 or 12 Month)
RANK: Administrator II
DEPARTMENT: Student Affairs or Women's Center
(Student Activities; Conference and Dining Services; Recreation; Women's Center)
SUPERVISOR: Administrator of Higher Rank in Assigned Area

POSITION SUMMARY:

The incumbent in this position assists the supervisor with overseeing and coordinating service and/or program areas which may include one or more of the following: event programming, technical and audio/visual services, facility housekeeping, student organizations and program committees, conference planning, student employment, recreation programs, equipment inventory, information and reception services, etc.

SUPERVISION EXERCISED:

Supervises student employees.

POSITION RESPONSIBILITIES:

Assists with providing on-site coordination of services and programs within assigned area which include one or more of the following: event programming, facility set-up, technical support services, audience management and coordination of campus dining and other support services.

Conducts surveys, focus groups and compiles statistical reports to ensure student satisfaction with service and/or program areas.

Recruits/hires, trains, and supervises student employees and student volunteers within assigned areas.

Assists in the development and implementation of a professional and life skills development plan for assigned student employees and student volunteers as directed by the supervisor.

Prepares reports concerning assigned areas as required.

Performs other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.

QUALIFICATIONS:

Bachelors Degree required and two years of experience in student services management in higher education. Demonstrated ability to supervise student staff and implement student service policies and procedures. Demonstrated strong oral and written and organizational skills required. Demonstrated knowledge and ability to utilize enterprise software required along with Microsoft Office Suite computer programs. Credentials and/or experience substantially comparable to the above may also be considered.

Program Assistant (10 or 12 Month)
Page 2
September 15, 2006

SPECIAL REQUIREMENT:

The incumbent in this position will be required to work a varied schedule with the emphasis on nights and weekends.

FLSA Status: Non-exempt.

For the University	Date	For SUOAF	Date
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09-15-06 Minor changes made. No change in rank.
08-17-06: Approved by CER.

Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Friday, November 10, 2017 8:54 AM
To: Suski-Lenczewski, Anna E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osoba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Kremens, Zdzislaw B. (Engineering, Science, and Technology); Lourdes Ardel; Marlene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Paula Rice; Peggy Boyle; Steve Weinberger; SUOAF Designees
Cc: Misbach, Karen K. (Env_Health_Safety); Karas, Rene (FacMgt)
Subject: SUOAF Position Announcement: Environmental Health & Safety Assistant
Attachments: EnvironmentalHealthAndSafetyAssistant II 11_12_15.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

ENVIRONMENTAL HEALTH & SAFETY ASSISTANT
OFFICE OF ENVIRONMENTAL HEALTH & SAFETY
Administrator II

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: **Rene Karas** at karasr@ccsu.edu.

Application Deadline: Applications must be received by **November 27, 2017**.

Ellen Mantel
Associate Director Employee & Labor Relations
Mantele@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Environmental Health and Safety Assistant
RANK: Administrator II
DEPARTMENT: Office of Environmental Health and Safety
SUPERVISOR: Director of Environmental Health and Safety

POSITION SUMMARY

The Environmental Health and Safety (EHS) Assistant is responsible for assisting the Director of Environmental Health and Safety in the day-to-day management of all environmental health and safety programs at CCSU.

SUPERVISION EXERCISED

Not applicable.

POSITION RESPONSIBILITIES

Assists in the implementation of ergonomics, indoor air quality and industrial hygiene programs.

Assists the Director of EHS with the review of food service on campus to ensure compliance with sanitary codes in areas such as delivery, storage, disposal, etc.

Under the direction of the Director of EHS, assists with pest control on campus.

Assists in the collection, inventory, labeling, segregating and storage of hazardous waste containers from satellite accumulation areas.

Under the direction of the Director of EHS, conducts inspections of waste storage areas and maintains inspection records.

Maintains inventory of spill response materials and supplies.

Collects, bulks, and prepares Universal waste for disposal.

Under the direction of the Director of EHS, conducts inspection of life and fire safety equipment and systems.

Under the direction of the Director of EHS, coordinates outside contractor activities (i.e., placing phone calls and granting them access to a building).

Assists in delivering EHS training to students, faculty and staff.

Maintains EHS compliance permits and records.

Environmental Health and Safety Assistant

Page 2

November 12, 2015

Assists the Director in responding to spills/odors or other University-related emergencies.

Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Associate's degree in environmental science or related field and two years of related work experience. Knowledge of chemical properties and segregation techniques, basic knowledge of OSHA's general industry safety standards and knowledge of proper food handling. Must be able to successfully pass a medical examination, including respiratory protection, and lift 50 lbs. Must have demonstrated good verbal and written communication skills. Must possess valid CT driver's license. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Exempt.


For CCSU Date For SUOAF Date 12/15/15

11-12-15: In use at WCSU. Changes made to allow use at CCSU.

Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Monday, December 11, 2017 2:36 PM
To: Suski-Lenczewski, Anna E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osuba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Kremens, Zdzislaw B. (Engineering, Science, and Technology); Lourdes Ardel; Marlene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Paula Rice; Peggy Boyle; Steve Weinberger; SUOAF Designees
Cc: Paige, Joseph (Academic Affairs); Alfin, Catherine (Academic Affairs)
Subject: SUOAF Position Announcement: Project Assistant (TRIO Grant) (Grant funded)
Attachments: ProjectAssistant (TRIO Grant) (grant funded) || 11_2_17.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

PROJECT ASSISTANT (TRIO GRANT) (GRANT FUNDED)
ACADEMIC AFFAIRS
Administrator II

Position Summary/Description: See attached (Note that this position is grant funded for 5 years through 2021)

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: **Cathy Alfin** at catherinec@ccsu.edu.

Application Deadline: Applications must be received by **December 22, 2017**.

Ellen Mantel
Associate Director Employee & Labor Relations
Mantele@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Project Assistant (TRIO Grant) (grant funded)
RANK: Administrator II
DEPARTMENT: Academic Affairs
SUPERVISOR: Project Coordinator

POSITION SUMMARY

Assists the Project Coordinator in providing direct services and program activities in a five-year federally-funded program that will provide academic enrichment, college readiness and college exposure for middle and high school students from the New Britain School District.

SUPERVISION EXERCISED

Not applicable.

POSITION RESPONSIBILITIES

Assists in developing and coordinating activities, services, and programs in the TRIO Grant.

Assists in the recruitment of program participants, volunteers and community partners.

Assists with maintenance of required demographic and academic progress records for all student participants in the program.

Assists in coordinating and implementing cultural and educational enrichment programs and tutorial opportunities within partner schools as well as on campus.

Assists with advertising and promotional activities.

Performs other duties and responsibilities related to those above that do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Bachelor's degree in a related field. At least one year of demonstrated experience working with educational programs in a school, community organization or higher education environment with a wide variety of students from disadvantaged backgrounds. Demonstrated effective oral and written communication skills. Demonstrated ability and knowledge of the use of Microsoft Office Suite computer programs.

Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Non-Exempt.

11-02-17: Minor changes. No change in rank.

01-05-12: Created from the Project Specialist (grant funded) position description (School of Arts and Sciences – History Department.) Title and other minor changes made to allow use in Academic Affairs – TRIO Grant. No change in rank.

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Friday, December 22, 2017 9:07 AM
To: Suski-Lenczewski, Anna E. (Human Resources); carsond1@southernct.edu; mazzad3@southernct.edu; crattyf@wcsu.edu; osubag@easternct.edu; zhuj@easternct.edu; minierdelgadoj@wcsu.edu; stokesk@wcsu.edu; delisak@easternct.edu; Kremens, Zdzislaw B. (Engineering, Science, and Technology); ardell@easternct.edu; santiagom4@southernct.edu; Cavanaugh, Mary Narciso (Human Resources); mlopez@commnet.edu; ricep1@southernct.edu; boylep@wcsu.edu; sweinberger@commnet.edu; suoaf-job-notice-designees@suoaf.org
Cc: Casamento, Charlene (CFO); Hastings, F. Kamilah (Fiscal Division)
Subject: SUOAF Position Announcement: Assistant Bursar
Attachments: AssistantBursar III 12_8_17.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

**ASSISTANT BURSAR
FISCAL AFFAIRS
Administrator III**

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: **Kamilah Hastings** at hastings@ccsu.edu.

Application Deadline: Applications must be received by **January 8, 2018**.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
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New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

**CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME**

POSITION TITLE: Assistant Bursar
RANK: Administrator III
DEPARTMENT: Bursar's Office
SUPERVISOR: Bursar

POSITION SUMMARY:
The incumbent of this position is involved in the daily operations of the Bursar's Office to ensure timely billing, collection, and accurate accounting of all financial transactions, with primary responsibility for interacting with students and parents to interpret billing procedures, provide advice regarding alternate payment options, and provide debt counseling for students so that they can stay enrolled in classes, thereby improving the University's cash flow and reducing accounts receivable.

SUPERVISION EXERCISED:
May supervise professional and/or support staff.

POSITION RESPONSIBILITIES:
Provides one-to-one counseling for students who are having difficulty meeting their financial obligations to the University and interprets the billing process to students and parents.

Negotiates payment arrangements and creates alternative payment plans for students, ensuring that they comply with all State and federal requirements.

Coordinates integration into the billing process of all student financial assistance programs including federal, State, and institutional assistance, statutory and negotiated waiver and benefit programs and third-party sponsorship.

Coordinates the distribution of student financial aid refunds with the Financial Aid Office. Deposits scholarships and alternative loan checks from the Financial Aid Office to the correction Departmental account. Bills, receives and processes third-party sponsorship invoices and payments, assigns credit to bills for same.

In the absence of the Associate Bursar, assists with the supervision of the Bursar's Office in collection of all University revenue and banking functions.

Participates in the review and modification of the existing billing control systems, policies and procedures.

Oversees the Federal Perkins Loan Program.

Provides for accurate electronic and/or manual record keeping of payment, collection and other functions of the office.


Assistant Bursar
Page 2
December 8, 2017

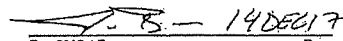
Performs other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED:

Bachelor's degree in related field and a minimum of three years progressively responsible experience performing accounting or fiscal administrative duties. Knowledge of bookkeeping, financial record keeping, and basic ability to understand and apply regulations. Demonstrated ability to communicate effectively with a wide variety of constituents, ability to work collaboratively, and manage multiple priorities. Credentials and/or experience substantially comparable to the above may be considered.

FLSA Status: Exempt.


For the University /Date


For SUOAF /Date

Tracking# 17121401JB

12-08-17: Revised.
06-30-10: Created.

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Friday, December 22, 2017 9:37 AM
To: Suski-Lenczewski, Anna E. (Human Resources); carsond1@southernct.edu; mazzad3@southernct.edu; crattyf@wcsu.edu; osubag@easternct.edu; zhuj@easternct.edu; minierdelgadoj@wcsu.edu; stokesk@wcsu.edu; delisak@easternct.edu; Kremens, Zdzislaw B. (Engineering, Science, and Technology); ardell@easternct.edu; santiagom4@southernct.edu; Cavanaugh, Mary Narciso (Human Resources); mlopez@commnet.edu; ricep1@southernct.edu; boylep@wcsu.edu; sweinberger@commnet.edu; suoaf-job-notice-designees@suoaf.org
Cc: Casamento, Charlene (CFO); Hastings, F. Kamilah (Fiscal Division)
Subject: SUOAF Position Announcement: Assistant in Fiscal Affairs (2 Opportunities)
Attachments: AssistantInFiscalAffairs II 11_22_16.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

ASSISTANT IN FISCAL AFFAIRS*
FISCAL AFFAIRS
Administrator II

Position Summary/Description: See attached

**There are two opportunities for Assistant in Fiscal Affairs. One position will report to the Associate Director of Accounting, and the other will report to the Budget Director.*

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: **Kamilah Hastings** at hastings@ccsu.edu.

Application Deadline: Applications must be received by **January 8, 2018**.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Assistant in Fiscal Affairs
POSITION RANK: Administrator II
DEPARTMENT: Fiscal Affairs
SUPERVISOR: Associate Director of Accounting

POSITION SUMMARY
Assists with Fiscal Affairs general functions.

SUPERVISION EXERCISED
N/A.

POSITION RESPONSIBILITIES
Creates and maintains various financial spreadsheets for tracking, recording, analyzing and reporting purposes.

Assists with meeting the financial information needs of the University community, Board of Regents System Office, regulatory agencies and other external parties.

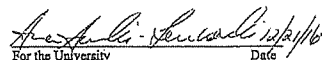

Assists in the operation and record-keeping process for systems on campus, including the on-line State payroll program Core-CT and Banner.

Assists with general accounting functions such as reconciliations, journal entries and financial reports.

Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED
Bachelor's degree in accounting or business related field. Two years of work experience in accounting or business related areas. Demonstrated knowledge and ability in the use of personal computer equipment and standard office software including that supported by the University (Microsoft Office Suite). Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Non-exempt.

 
For the University Date For SUOAF Date
20 DEC 16

11-22-16: Created.

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Friday, January 19, 2018 3:14 PM
To: Suski-Lenczewski, Anna E. (Human Resources); carsond1@southernct.edu; mazzad3@southernct.edu; crattyf@wcsu.edu; osubag@easternct.edu; zhuj@easternct.edu; minierdelgadoj@wcsu.edu; stokesk@wcsu.edu; delisak@easternct.edu; Kremens, Zdzislaw B. (Engineering, Science, and Technology); ardel@easternct.edu; santiagom4@southernct.edu; Cavanaugh, Mary Narciso (Human Resources); mlopez@commnet.edu; ricep1@southernct.edu; boylep@wcsu.edu; sweinberger@commnet.edu; suoaf-job-notice-designees@suoaf.org
Cc: Troiano, Peter (Student Affairs); Taddei, Janelle (Student Affairs)
Subject: SUOAF Position Announcement: Director of Student Wellness Services
Attachments: DirectorOfStudentWellnessServices VII minor changes 5-6-13.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

DIRECTOR OF STUDENT WELLNESS SERVICES
STUDENT AFFAIRS
Administrator VII

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: Janelle Taddei at taddejaa@ccsu.edu.

Application Deadline: Applications must be received by February 2, 2018.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Director of Student Wellness Services
RANK: Administrator VII
DEPARTMENT: Student Wellness Services
SUPERVISOR: Vice President for Student Affairs

POSITION SUMMARY

Under the supervision of the Vice President for Student Affairs, the Director of Student Wellness Services plans, develops and provides oversight for (1) the total student health care activities of the University, and (2) the preventive and support services in various forms of individual and group counseling including but not limited to psychotherapy, stress reduction, substance abuse preventive outreach programs, and crisis intervention services. The Director also provides consultation and training and coordinates all wellness programs and activities within Student Affairs.

SUPERVISION EXERCISED

Supervises professional and/or support staff.

POSITION RESPONSIBILITIES

Plans, organizes and oversees a comprehensive student counseling and health service for the campus.

Advises the Vice President on matters relating to student health and counseling needs.

Oversees preparation of the annual budget for Student Wellness Services.

Develops and oversees a program of wellness within Student Affairs.

Develops and coordinates a system of short- and long-range planning including evaluation for counseling and health services.

Oversees referrals to outside agencies, specialists, and community-based health and counseling agencies.

Oversees liaison with other campus offices such as residential life, campus police, environmental safety etc., to ensure a coordinated effort toward a total student development program.

Coordinates staff development programs for professional staff members as well as paraprofessionals and peer advisors.

Oversees the maintenance of health and counseling records and reports as needed.

Supervises and provides for the evaluation of professional, paraprofessional, peer counselors and health care providers.

In cooperation with the Office of Institutional Planning and Research, develops and oversees research and evaluative studies relating to the student body including studies on retention and other areas pertinent to student development.

Oversees student outreach programs for prevention and intervention.

Director of Student Wellness Services
Page 2
May 6, 2013

Coordinates and oversees professional standards of confidentiality and ethics in conjunction with established guidelines of appropriate professional organizations with the understanding that those with legitimate need to know are kept informed.

Provides direct counseling/psychotherapy or medical services for both individuals and groups as university physician per licensure.

Oversees the supervision and evaluation of all full and part-time staff.

Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Five years of progressively responsible experience in psychology/counseling, health, or related programs including an appropriate supervised internship experience. Doctoral degree in psychology, counseling, or related area and possession and maintenance of current licensure or MD licensed to practice in Connecticut, and experience in higher education, including progressive administrative responsibility. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Exempt.

05-06-13: Minor changes only. Changed Department name from University Health Services to Student Wellness Services. Student Wellness Services now includes both Counseling and Health Services.

03-19-13: Minor changes to ECSU Director of Counseling and Health Services position description to allow use for CCSU.

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Monday, January 22, 2018 8:45 AM
To: Suski-Lenczewski, Anna E. (Human Resources); carsond1@southernct.edu; mazzad3@southernct.edu; crattyf@wcsu.edu; osubag@easternct.edu; zhuj@easternct.edu; minierdelgadoj@wcsu.edu; stokesk@wcsu.edu; delisak@easternct.edu; Kremens, Zdzislaw B. (Engineering, Science, and Technology); ardell@easternct.edu; santiagom4@southernct.edu; Cavanaugh, Mary Narciso (Human Resources); mlopez@commnet.edu; ricep1@southernct.edu; boylep@wcsu.edu; swinberger@commnet.edu; suoaf-job-notice-designees@suoaf.org
Cc: Casamento, Charlene (CFO); Hastings, F. Kamilah (Fiscal Division)
Subject: SUOAF Position Announcement: Billing Administrator
Attachments: Billing Administrator II 1_18_18.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

**BILLING ADMINISTRATOR
FISCAL AFFAIRS
Administrator II**

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: **Kamilah Hastings** at hastings@ccsu.edu.

Application Deadline: Applications must be received by **February 2, 2018**.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

**CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME**

POSITION TITLE: Billing Administrator
RANK: Administrator II
DEPARTMENT: Bursar's Office
SUPERVISOR: Assistant Bursar or Administrator of Higher Rank

POSITION SUMMARY

The Billing Administrator coordinates the billing and collection activities of the Bursar's Office.

SUPERVISION EXERCISED

May supervise support staff.

POSITION RESPONSIBILITIES

Handles the day-to-day billing activities of the University which includes the following: Student billing through eBill vendor, third-party billing for sponsored student payments, Perkins Loan Collection day-to-day functions in coordination with contracted billing service.

Oversight of University collections functions and application of late fees.

Provides assistance in the delivery of Bursar's Office support services to the University community.

Assists with the cultivation of Bursar Office relations and department programs by planning, organizing and coordinating the activities of the various programs and events pertaining to the department.

Provides financial information to internal and external customers by phone, email, and web portals, publishing informational sheets, booklets and/or web page(s). Coordinates activities with other campus departments for optimum utilization of resources.

Assists the Bursar Office Administrators in planning and implementation of orientation programs.

Develops systems to control intake, processing and maintenance of records, documents and similar materials.

Creates and maintains databases for monitoring various billing activities and prepares a variety of routine as well as ad hoc reports as needed.

Conducts routine business such as referring customers to appropriate contacts, responding to customer inquiries, providing explanations as needed and resolving minor problems that may arise. May represent the University at required meetings and/or functions.


Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

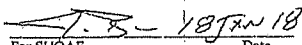
Billing Administrator
Page 2
January 18, 2017

MINIMUM QUALIFICATIONS REQUIRED

Bachelor's degree and two years of experience in billing and collection services. Experience with higher education billing and collection preferred. Demonstrated organizational skills and ability to establish office systems and procedures. Demonstrated strong oral and written communication skills and the ability to work effectively with students, parents, staff, and the University community in a team environment. Demonstrated knowledge and ability to utilize enterprise resource planning (ERP) software along with Microsoft Office Suite computer programs, with proficiency in spreadsheet, database, publisher and word processing applications. Demonstrated ability to manage multiple tasks and to analyze problems as well as recommend effective solutions. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Non-exempt.


For the University Date 1/18/18


For SUOAF Date 18 JAN 18

Tracking# 18011801JB

01-18-18: Created.

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Monday, January 22, 2018 5:27 PM
To: Suski-Lenczewski, Anna E. (Human Resources); carsond1@southernct.edu; mazzad3@southernct.edu; crattyf@wcsu.edu; osubag@easternct.edu; zhuj@easternct.edu; minierdelgadoj@wcsu.edu; stokesk@wcsu.edu; delisak@easternct.edu; Kremens, Zdzislaw B. (Engineering, Science, and Technology); ardell@easternct.edu; santiagom4@southernct.edu; Cavanaugh, Mary Narciso (Human Resources); mlopez@commnet.edu; ricep1@southernct.edu; boylep@wcsu.edu; sweinberger@commnet.edu; suoaf-job-notice-designees@suoaf.org
Cc: Thomas, Catherine (Nursing); Astacio, Iris (Nursing)
Subject: SUOAF Position Announcement: Coordinator of Clinical Placement & Laboratory Learning
Attachments: CoordinatorOfClinicalPlacementAndLaboratoryLearning IV 12_6_17.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

COORDINATOR OF CLINICAL PLACEMENT & LABORATORY LEARNING
DEPARTMENT OF NURSING
Administrator IV

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: Catherine Thomas at cstomas@ccsu.edu. Please include the position title in the email subject line.

Application Deadline: Applications must be received by February 5, 2018.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Sunday, March 18, 2018 4:15 PM
To: Suski-Lenczewski, Anna E. (Human Resources); 'carsond1@southernct.edu'; 'mazzad3@southernct.edu'; 'crattyf@wcsu.edu'; 'osubag@easternct.edu'; 'zhuj@easternct.edu'; 'minierdelgadoj@wcsu.edu'; 'stokesk@wcsu.edu'; 'delisak@easternct.edu'; Kremens, Zdzislaw B. (Engineering, Science, and Technology); 'ardell@easternct.edu'; 'santiagom4@southernct.edu'; Cavanaugh, Mary Narciso (Human Resources); 'mlopez@commnet.edu'; 'ricep1@southernct.edu'; 'boylep@wcsu.edu'; 'sweinberger@commnet.edu'; 'suoaf-job-notice-designees@suoaf.org'
Cc: Casamento, Charlene (CFO); Hastings, F. Kamilah (Fiscal Division)
Subject: SUOAF Position Announcement: University Controller
Attachments: UniversityController VII 3_5_18.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

UNIVERSITY CONTROLLER
FISCAL AFFAIRS
Administrator VII

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: **F. Kamilah Hastings** at hastings@ccsu.edu.

Application Deadline: Applications must be received by **April 2, 2018**.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-APSCME

POSITION TITLE: University Controller
RANK: Administrator VII
DEPARTMENT: Fiscal Affairs
SUPERVISOR: Chief Financial Officer

POSITION SUMMARY

The incumbent of this position reports directly to the Chief Financial Officer and has direct oversight and accountability for the accounting, budgeting, payroll, and cash management functions. The incumbent will serve as the chief spokesperson for the Fiscal Affairs Division and is authorized to act on behalf of the Chief Financial Officer in his/her absence.

SUPERVISION EXERCISED

Supervises professional and/or support staff.

POSITION RESPONSIBILITIES

Oversees all University accounting, budgeting, payroll, and cash management functions to ensure that effective and efficient service is provided within appropriate state and federal procedures and regulations.

Implements and maintains internal controls and audit programs including petty cash accounts and University ticket operations. Negotiates with state, federal, and private auditors in the preparation of audit reports. Independently responds to audit findings. Identifies and implements corrective systems if needed and collaborates with operating divisions to support audit issue resolution.

Gathers and analyzes data; prepares reports, statements, studies and analyses as required/requested by outside agencies such as the CSCU System Office, Office of Policy and Management, State Comptroller, and Federal Grant Offices, as well as internal parties.

Administers an accounting system for all funds that fulfills information and reporting requirements of both external agencies including GAAP, GASB, and NACUBO, and the State Comptroller and University departments. Utilizing said system, provides the University Budget Office with periodic spending reports and historical expenditure analyses for compilation with departmental budget allocations.

Reviews state and federal accounting procedures and regulations and auditor recommendations and reports to ensure that the University's financial operations are in compliance with such procedures and recommendations.

Advises the Chief Financial Officer and other administrators on the financial condition of institutional funds and accounts and on appropriate fiscal procedures.

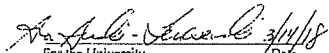

Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

University Controller
Page 2
March 5, 2018

MINIMUM QUALIFICATIONS REQUIRED

Master's degree in Business or a related field and seven years of experience in fiscal affairs administration, including resource allocation and staff supervision. Experience with enterprise performance management (EPM) systems along with proficiency in data extraction and import among mainframe and PC-based applications. Experience with Microsoft Office, PeopleSoft, Banner & Brio/Hyperion/WorldFOCUS with proficiency in Excel including the use of VLookup, Pivot Table, etc., preferred. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Exempt.

 3/11/18
For the University Date
 14 MAR 2018
For SUOAF Date
Tracking# 18031402JB

03-05-18: Revised. No change in rank.
07-06-17: Minor changes. No change in rank.
06-07-07: Revised for use at CCSU.
07-20-04: Ed.
11-20-00: Ed.
08-31-99

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Monday, March 26, 2018 11:00 AM
To: Suski-Lenczewski, Anna E. (Human Resources); carsond1@southernct.edu; mazzad3@southernct.edu; crattyf@wcsu.edu; osubag@easternct.edu; zhuj@easternct.edu; minierdelgadoj@wcsu.edu; stokesk@wcsu.edu; delisak@easternct.edu; Kremens, Zdzislaw B. (Engineering, Science, and Technology); ardell@easternct.edu; santiagom4@southernct.edu; Cavanaugh, Mary Narciso (Human Resources); miopez@commnet.edu; ricep1@southernct.edu; boylep@wcsu.edu; swainberger@commnet.edu; suoaf-job-notice-designees@suoaf.org
Cc: Alicandro, Jean (ResLife)
Subject: SUOAF Position Announcement: Assistant to the Director / Residence Hall Director
Attachments: Assistant to the Director Residence Hall Director.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

ASSISTANT TO THE DIRECTOR / RESIDENCE HALL DIRECTOR
RESIDENCE LIFE
Administrator II
10-Month, Live-In Position

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: [Jean Alicandro at alicandro@ccsu.edu](mailto:Jean.Alicandro@ccsu.edu). Please include the position title in the email subject line.

Application Deadline: Applications must be received by April 9, 2018.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

CENTRAL CONNECTICUT STATE UNIVERSITY
New Britain, CT 06050

POSITION DESCRIPTION

POSITION TITLE: Assistant to the Director /Residence Hall Director
RANK: Administrator II
DEPARTMENT: Residence Life
SUPERVISOR: Director of Residence Life

POSITION SUMMARY:

Under the supervision of the Director of Residence Life, this 10-month live-in professional staff member is responsible for the overall quality of life in a University residence hall. She/he coordinates the educational, student development and administrative aspects of a residence hall. The emphasis of this position is on establishing and maintaining an atmosphere conducive to personal growth and academic achievement.

POSITION RESPONSIBILITIES:

Renders assistance to students in a residence hall through counseling, advising and referral.
Oversees all residence hall programs, activities, and support staff.
Selects, orients, trains, supervises and evaluates Resident Assistant staff.
Investigates reports of misconduct and attempts to resolve or eliminate sources of conflict among students.
Supervises the security, maintenance, inventory and general operations of the residence hall.
Serves as a liaison between the students, the Director of Residence Life, and other areas within the university.
Advises the residence hall government and student judicial bodies.
Provides assistance to the Residence Life Office.
Assumes adjunct responsibilities with the approval of the Director of Residence Life in other Student Affairs areas during periods of non-occupancy of residence halls.
Performs other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.

QUALIFICATIONS:

A Bachelor's degree and two years relevant housing experience which equips the applicant to relate effectively to resident university students and staff required. These qualifications may be waived for individuals with appropriate alternate experience.

3/18/94

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Thursday, April 5, 2018 10:50 AM
To: Suski-Lenczewski, Anna E. (Human Resources); 'carsond1@southernct.edu'; 'mazzad3@southernct.edu'; 'crattyf@wcsu.edu'; 'osubag@easternct.edu'; 'zhuj@easternct.edu'; 'minierdelgadoj@wcsu.edu'; 'stokesk@wcsu.edu'; 'delisak@easternct.edu'; 'santiagom4@southernct.edu'; Cavanaugh, Mary Narciso (Human Resources); 'mlopez@commnet.edu'; 'ricep1@southernct.edu'; 'boylep@wcsu.edu'; 'sweinberger@commnet.edu'; 'suoaf-job-notice-designees@suoaf.org'
Cc: Mamed, Otis (StudentCtr)
Subject: SUOAF Position Announcement: Technical Support Assistant
Attachments: Technical Support Assistant II 9_2_16.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

TECHNICAL SUPPORT ASSISTANT
STUDENT CENTER
Administrator II

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: **Otis Mamed** at mamed@ccsu.edu. Please include the position title in the email subject line.

Application Deadline: Applications must be received by **April 19, 2018**.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Technical Support Assistant
RANK: Administrator II
DEPARTMENT: Student Center
SUPERVISOR: Assistant Director, Student Center Services

POSITION SUMMARY

The incumbent in this position assists the supervisor with overseeing and coordinating service and/or program areas including technical and audio/visual services, facility housekeeping and maintenance, conference planning, student employment and equipment inventory.

SUPERVISION EXERCISED

Oversees student workers.

POSITION RESPONSIBILITIES

Assists with providing on-site coordination of technical services including theatre lighting, audio systems, and presentation hardware and software for meetings, banquets, conferences, etc. This includes meeting with clients to finalize needs in the areas assigned, including day of program event facility set-up, audience management and coordination of other support services.

Recruits/hires, trains and oversees student employees and student volunteers within assigned areas.

Conducts surveys, focus groups and compiles statistical reports to ensure student satisfaction with service and/or program areas.

Coordinates maintenance support services by communicating repair needs and quotes to supervisor.

Prepares reports concerning assigned areas as needed.

Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Bachelor's degree and two years related experience. Demonstrated ability to supervise staff and implement policies and procedures. Strong oral and written communication skills. Demonstrated knowledge of and ability to utilize theatre and large sound systems and presentation hardware. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Non-exempt.

 9/16/16
For CCSU Date

 02 SEP 16
For SUOAF Date

09-02-16: Created.

Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Human Resources)
Sent: Wednesday, April 11, 2018 4:36 PM
To: Suski-Lenczewski, Anna E. (Human Resources); Roman, Olivia E. (Human Resources); Darci Carson; Diane Mazza; Fred Cratty; Gayle Osuba; Jay Zhu; Jesenia Minier-Delgado; Keisha Stokes; Ken DeLisa; Lourdes Ardel; Marlene Santiago-Cordero; Cavanaugh, Mary Narciso (Human Resources); Mike Lopez; Glendel@ct.edu; Paula Rice; Peggy Boyle; Steve Weinberger; SUOAF Designees
Cc: Wolff, Robert (History)
Subject: SUOAF Position Announcement: Director, Intercollegiate Athletics
Attachments: DirectorIntercollegiateAthletics VII 3_27_18.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

DIRECTOR, INTERCOLLEGIATE ATHLETICS
ATHLETICS
Administrator VII

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: Robert Wolff at wolffr@ccsu.edu.

Application Deadline: Applications must be received by April 25, 2018.

Ellen Mantel
Associate Director Employee & Labor Relations
wolffr@ccsu.edu / Mantel@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Director, Intercollegiate Athletics
RANK: Administrator VII
DEPARTMENT: Intercollegiate Athletics
SUPERVISOR: Vice President for Institutional Advancement

POSITION SUMMARY

The Director is responsible for the overall supervision and administration of the Intercollegiate Athletic Program for the University, with special emphasis on the development and implementation of a plan to ensure the sustainability of a mid-major athletics program.

SUPERVISION EXERCISED

Supervises coaches, administrative faculty, support staff and volunteers.

POSITION RESPONSIBILITIES

Develops and implements a formal five-year strategic plan, including but not limited to strategies and tactics related to fundraising and revenue generation.

Works closely with the multi-disciplinary athletics advisory committee on the implementation and measurement of the plan to ensure transparency.

Assists in the implementation and evaluation of Athletics contributions to CCSU's Strategic Plan.

Responsible for the organization and administration of the Intercollegiate Athletic Program, including fundraising, management of facilities, budget preparation, financial management, planning and staffing, and scholarship administration.

Works closely with the Office of Institutional Advancement on fundraising endeavors to maximize revenue for operational and endowment purposes.

Collaborates with the NCAA, Northeast Conference, and broadcast and television networks to ensure that Central receives maximum revenues and exposure. Protects the interests of the University as related to all forms of media production.

Responsible for the oversight of all Intercollegiate Athletic Department staff, including coaches, administrators, support staff, and volunteers.

Provides opportunities for open and transparent dialogue among the Athletic Department staff, especially with regard to athletic scholarships and budgetary decisions.

Responsible for ensuring that all coaches and staff are in compliance with the rules and regulations governing the operation of the Athletic Program, including Title IX.

Plans, develops and recommends to the University Athletic Board specific procedures, programs and methods to implement the general athletic philosophy and policies of the University.

Develops and maintains a high-quality sports information program covering all Intercollegiate Athletic programs.

Director, Intercollegiate Athletics
Page 2
March 27, 2018

Promotes athletic events held on campus and other events providing indirect benefits to the campus and community, such as Conference and NCAA championships, etc.

Provides regular updates on all aspects of the Intercollegiate Athletic Program to the Vice President of Institutional Advancement. Upon request, provides updates to the President.

Works with the administration, coaches, and staff to ensure the academic and athletic success of CCSU student athletes, with particular emphasis placed on community engagement and citizenship.

Performs other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Master's degree from an accredited institution of higher education and five years of professional experience in an administrative or coaching position in an NCAA Division I or II intercollegiate athletic program, including at least three years of supervisory and/or head coaching responsibilities. Experience managing a complex budget; successful experience in fundraising in support of intercollegiate athletics; strong record of promoting academic excellence among student athletes; demonstrated commitment to promoting diversity and gender equity; exemplary communication and interpersonal skills; experience in developing collaborative relationships across university constituencies, including students, staff, faculty, alumni, fans, donors, and members of the local community. Familiarity with a collective bargaining environment preferred.

Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Exempt.

For CCSU Date 4/18/18

For SUOAF Date 02-APR-18

Tracking# 18040201JB

03-27-18: Revised and supervisor title change from Chief Administrator Officer to Vice President for Institutional Advancement.

09-24-09: Minor revisions and removal of Intramural Programs.

07-17-09: Supervisor change.

11-10-00: Created.

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Tuesday, May 29, 2018 3:00 PM
To: Suski-Lenczewski, Anna E. (Human Resources); 'carsond1@southernct.edu'; 'mazzad3@southernct.edu'; 'crattyf@wcsu.edu'; 'osubag@easternct.edu'; 'zhuj@easternct.edu'; 'minierdelgadoj@wcsu.edu'; 'stokesk@wcsu.edu'; 'delisak@easternct.edu'; Kremens, Zdzislaw B. (Engineering, Science, and Technology); 'ardell@easternct.edu'; 'santiagom4@southernct.edu'; Cavanaugh, Mary Narciso (Human Resources); 'mlopez@commnet.edu'; 'ricep1@southernct.edu'; 'boylep@wcsu.edu'; 'sweinberger@commnet.edu'; 'suoaf-job-notice-designees@suoaf.org'
Cc: Cintorino, Salvatore (Admin Affairs); Rudzinski, Kim (Admin Affairs); Karas, Rene (FacMgt); DeBarros, Paula B. (Human Resources)
Subject: SUOAF Position Announcement: Campus Architect
Attachments: CampusArchitect V 4_2_18.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

CAMPUS ARCHITECT
ADMINISTRATIVE AFFAIRS
Administrator V

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: **Rene Karas** at karasr@ccsu.edu. Please include the position title in the email subject line.

Application Deadline: Applications must be received by **June 12, 2018**.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
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Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Campus Architect
RANK: Administrator V
DEPARTMENT: Administrative Affairs
SUPERVISOR: Assistant Chief Administrative Officer/Director of Facilities Management

POSITION SUMMARY

Prepares and maintains plans of existing physical facilities and prepares plans and specifications for changes to those facilities and new facilities.

SUPERVISION EXERCISED

May supervise professional and/or support staff.

POSITION RESPONSIBILITIES

Serves as a liaison with contractors and the Department of Public Works.

Maintains and updates records and plans of all physical facilities.

Prepares plans and specifications for construction, alteration, and renovation projects.


Assists in physical facilities planning.

Performs other duties and responsibilities related to those above which do not later the basic responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Architecture degree, five years of experience as a registered architect, experience with renovations, alterations, design, and specification writing, and possession and retention of appropriate current licenses, permits and/or certifications including a State of Connecticut Architect's license.

FLSA Status: Exempt.


For CCSU Date 5/23/18 For SUOAF Date 5/22/18
Tracking# 18052203GC

04-02-18: Revised.

03-00-00: In use.

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Friday, June 15, 2018 4:50 PM
To: Suski-Lenczewski, Anna E. (Human Resources); 'carsond1@southernct.edu'; 'mazzad3@southernct.edu'; 'crattyf@wcsu.edu'; 'osubag@easternct.edu'; 'zhuj@easternct.edu'; 'minierdelgadoj@wcsu.edu'; 'stokesk@wcsu.edu'; 'delisak@easternct.edu'; Kremens, Zdzislaw B. (Engineering, Science, and Technology); 'ardell@easternct.edu'; 'santiagom4@southernct.edu'; Cavanaugh, Mary Narciso (Human Resources); 'mlopez@commnet.edu'; 'ricep1@southernct.edu'; 'boylep@wcsu.edu'; 'sweinberger@commnet.edu'; 'suoaf-job-notice-designees@suoaf.org'
Cc: Colwell, Kenneth (School of Business); Colon, Rosa (School of Business)
Subject: SUOAF Position Announcement: Associate Dean, School of Business
Attachments: AssociateDean (School of Business) VII 8_30_16.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

ASSOCIATE DEAN, SCHOOL OF BUSINESS
ACADEMIC AFFAIRS
Administrator VII

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: Rosa Colon at ColonR@ccsu.edu

Application Deadline: Applications must be received by June 29, 2018.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Associate Dean
POSITION RANK: Administrator VII
DEPARTMENT: School of Business
SUPERVISOR: Dean, School of Business

POSITION SUMMARY

The Associate Dean is responsible for the academic and operational leadership of graduate and undergraduate business programs. In consultation with the Dean and other School of Business (SoB) stakeholders, the Associate Dean works to create and maintain innovative and impactful business programs that align with the SoB's mission and strategic direction. The SoB's priorities include but are not limited to growth, visibility, and recognition with a focus on teaching effectiveness, scholarship, academic excellence, and operational efficiency. The Associate Dean will also be responsible for overseeing operational leadership to promote excellence in all phases of the SoB's academic activities in compliance with University policy/procedures and the Association to Advance Collegiate Schools of Business (AACSB) accreditation standards. This role requires collaborative work with department chairs, faculty, and other internal and external stakeholders to ensure that programs address market needs and create local and global engagement.

POSITION RESPONSIBILITIES

Provides leadership for developing and maintaining educational programs of exceptional quality.

Provides oversight for all academic business programs to ensure continuous improvement. Includes the creation of new programs that resonate with the vision and strategic direction of the SoB and can lead to increased enrollment and new revenue streams.

The Associate Dean has responsibility for the appropriate allocation of resources and management of the SoB's budget.

Provides leadership for developing and maintaining efficient and effective operational processes and procedures for the SoB.

Supervises SoB staff as delegated by the Dean.

Oversees all undergraduate and graduate student academic issues including student progress, student complaints, grade appeals, dismissals and academic misconduct.

Provides direction to the SoB curriculum committee.

Leads effort to review and update undergraduate programs.

Collaborates with department chairs and program directors to promote excellence in teaching and research, and to evaluate full-time and adjunct faculty instruction.

Serves as the SoB liaison to the Faculty Senate and a variety of other campus programs, task forces, and initiatives. Leads AACSB reporting and reaccreditation efforts.

Interfaces with University departments such as marketing, admissions, student services and advancement to support SoB programs and initiatives.

Associate Dean
Page 2
August 30, 2016

Works with chairs to create an efficient schedule to optimize faculty resources. Includes approval process for class schedules.

Acts as the Dean's representative as needed.

Serves on University councils and committees as appropriate.

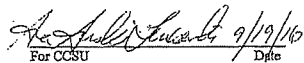
Attends student orientations, graduations and other events as needed.

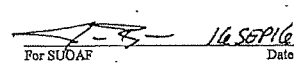
Performs other duties and responsibilities related to those above that do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED

Earned Doctorate in a business-related discipline. Seven years of work experience in higher education including significant academic administration in roles such as department chairperson, program coordinator, or other relevant assignments. Demonstrated ability to develop and execute strategies that facilitate change within a complex environment. Working, up-to-date knowledge of AACSB accreditation standards, processes and procedures. Prior experience supporting the design and leadership of high quality assurance of learning programs. Strong commitment to, and experience working with a diverse student population. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Exempt.

 9/19/16
For CCSU Date

 16 SEP 16
For SUOAF Date

08-30-16: Revised.

05-26-16: Minor changes. No change in rank

07-20-07: Revised. Minor changes; no change in rank.

05-00-04: Created.

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Friday, June 15, 2018 4:57 PM
To: Suski-Lenczewski, Anna E. (Human Resources); 'carsond1@southernct.edu'; 'mazzad3@southernct.edu'; 'craffy@wcsu.edu'; 'osubag@easternct.edu'; 'zhuj@easternct.edu'; 'minierdelgadoj@wcsu.edu'; 'stokesk@wcsu.edu'; 'delisak@easternct.edu'; Kremens, Zdzislaw B. (Engineering, Science, and Technology); 'ardell@easternct.edu'; 'santiagom4@southernct.edu'; Cavanaugh, Mary Narciso (Human Resources); 'mlopez@commnet.edu'; 'ricep1@southernct.edu'; 'boylep@wcsu.edu'; 'sweinberger@commnet.edu'; 'suoaf-job-notice-designees@suoaf.org'
Cc: Rodriguez, Rosa (Diversity and Equity)
Subject: SUOAF Position Announcement: Sexual Assault and Violence Prevention (SAVP) Specialist
Attachments: SexualAssaultAndViolencePrevention_SAVP_Specialist III 7_14_14.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

SEXUAL ASSAULT AND VIOLENCE PREVENTION (SAVP) SPECIALIST
OFFICE OF DIVERSITY AND EQUITY
Administrator III

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: Rosa Rodriguez at rosa.rodriguez@ccsu.edu. Please include the position title in the email subject line.

Application Deadline: Applications must be received by June 29, 2018.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Sexual Assault and Violence Prevention (SAVP) Specialist
RANK: Administrator III
DEPARTMENT: Office of Diversity and Equity (ODE)
SUPERVISOR: Chief Diversity Officer (CDO)/Title IX Officer

POSITION SUMMARY

The SAVP Specialist provides prevention education programs and resource coordination for victims of sexual assault, intimate partner violence and stalking. The SAVP Specialist designs effective, on-campus education awareness and prevention programs to address violence on the CCSU campus.

SUPERVISION EXERCISED

May supervise support staff and/or student workers.

POSITION RESPONSIBILITIES

Serves as the primary contact person for campus victims of sexual assault, relationship abuse, and stalking and responsible for crisis intervention, personal advocacy, follow-up contact and providing appropriate community referrals for students and/or their families.

Develops, coordinates and conducts comprehensive educational programming for students, staff and faculty on sexual assault and violence on campus.

Develops, conducts, and evaluates Bystander Intervention Training for students including athletes, student leaders, and other groups/students interested in these issues.

Conducts trainings and workshops for a variety of university offices including Campus Police, Student Wellness Services, MOSAIC Center, campus ministry, and other campus offices that assist students who are victims of sexual assault, relationship abuse, or stalking.

Collaborates with campus partners to create a continuum of coordinated campus and community services for victims of sexual assault and violence on campus including traditionally underserved populations (students of color, international students, and gay, lesbian, bisexual and transgender students.)

Coordinates and conducts orientation and residence life programs in collaboration with the Women's Center Coordinator and the Associate in ODE.

Collaborates with the CDO/Title IX Coordinator to provide training for conduct and appeal panels; updates and reviews campus-wide policies, protocols, and activities in response to sexual assault, relationship abuse and stalking.

Performs administrative duties including report writing, program evaluation and assessment, and other activities related to the SAVP program.

Recruits and mentors effectively student workers and volunteers.

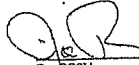
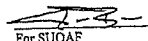
Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

Sexual Assault and Violence Prevention (SAVP) Coordinator
Page 2
July 14, 2014

MINIMUM QUALIFICATIONS REQUIRED

Bachelor's degree and three years' experience in sexual assault/relationship violence education, and violence prevention strategies or support counseling; ability to maintain and manage confidential information; strong attention to detail and accuracy; knowledge of state and federal statutes and regulations pertaining to sexual assault, domestic/dating violence, and stalking; experience working with communities of color and other underserved populations; ability to work independently, and exercise ethical and swift judgment during times of crisis. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Exempt.

 8-8-14
For CCSU Date
 07 AUG 14
For SUOAF Date

07-14-14: Created.

Mantel, Ellen (Emeritus)

From: Mantel, Ellen (Emeritus)
Sent: Tuesday, July 3, 2018 3:04 PM
To: Peggy Boyle; Ardell, Lourdes - Eastern HR; Carson, Darci - SCSU HR; Cavanaugh, Mary Narciso (Human Resources); Fred Cratty; DeLisa, Ken - Eastern HR (Interim HR); Glende, Leah - BOR AA; Suski-Lenczewski, Anna E. (Human Resources); Lopez, Mike - BOR HR; Mazza, Diane - Southern HR; Jesenia Minier-Delgado; Osuba, Gayl - Eastern HR; Rice, Paula - Southern HR; Roman, Olivia E. (Human Resources); Santiago-Cordero, Marlene - Southern HR; Keisha Stokes; SUOAF Designees Email for Job Postings (SUOAF-Job-Notice-Designees@suoaf.org); Weinberger, Steve - BOR HR; Zhu, Jianguo (Jay) - Eastern HR
Cc: Casamento, Charlene (CFO); Robbins, Theresa (Admin Affairs)
Subject: SUOAF Position Announcement: Assistant in Fiscal Affairs
Attachments: AssistantInFiscalAffairs II 7_2_18.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

ASSISTANT IN FISCAL AFFAIRS (2 POSITIONS)
BUSINESS OFFICE/CHIEF FINANCIAL OFFICER (1)
ACCOUNTS PAYABLE (1)
Administrator II

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: Ms. Theresa Robbins at trobbsins@ccsu.edu.

Application Deadline: Applications must be received by July 18, 2018.

Ellen Mantel
Associate Director Employee & Labor Relations
Mantele@ccsu.edu / (P) (860) 832-1760 / (F) (860) 832-3197

Central Connecticut State University
Davidson Hall, Room 101
1615 Stanley Street
New Britain, CT 06050-4010



CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-AFSCME

POSITION TITLE: Assistant in Fiscal Affairs
POSITION RANK: Administrator II
DEPARTMENT: Fiscal Affairs
SUPERVISOR: As Designated by Department

POSITION SUMMARY
Assists with Fiscal Affairs general functions.

SUPERVISION EXERCISED
N/A.

POSITION RESPONSIBILITIES
Creates and maintains various financial spreadsheets for tracking, recording, analyzing and reporting purposes.

Assists with meeting the financial information needs of the University community, Board of Regents System Office, regulatory agencies and other external parties.

Assists in the operation and record-keeping process for systems on campus, including the on-line State payroll program Core-CT and Banner.

Assists with Business Office/accounting functions such as reconciliations, journal entries and financial reports.

Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

MINIMUM QUALIFICATIONS REQUIRED
Bachelor's degree in accounting or business related field. Two years of work experience in accounting or business related area. Demonstrated knowledge and ability in the use of personal computer equipment and standard office software including that supported by the University (Microsoft Office Suite). Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Non-exempt.

07-02-18: Minor changes.
11-22-16: Created.

Roman, Olivia E. (Human Resources)

From: Roman, Olivia E. (Human Resources)
Sent: Wednesday, July 18, 2018 3:41 PM
To: Suski-Lenczewski, Anna E. (Human Resources); 'carsond1@southernct.edu'; 'mazzad3@southernct.edu'; 'crattyf@wcsu.edu'; 'osubag@easternct.edu'; 'zhuj@easternct.edu'; 'minierdelgadoj@wcsu.edu'; 'stokesk@wcsu.edu'; 'delisak@easternct.edu'; Kremens, Zdzislaw B. (Engineering, Science, and Technology); 'ardell@easternct.edu'; 'santiagom4@southernct.edu'; Cavanaugh, Mary Narciso (Human Resources); 'mlopez@commnet.edu'; 'ricep1@southernct.edu'; 'boylep@wcsu.edu'; 'sweinberger@commnet.edu'; 'suoaf-job-notice-designees@suoaf.org'
Cc: Tucker, Patrick (Registrar)
Subject: SUOAF Position Announcement: Registrar Services Assistant
Attachments: RegistrarServicesAssistant II 6_18_18.pdf

Central Connecticut State University
CSU-SUOAF Promotional Opportunity

REGISTRAR SERVICES ASSISTANT
OFFICE OF THE REGISTRAR
Administrator II

Position Summary/Description: See attached

Application Process: Prospective candidates must submit a cover letter, resume, and contact information of three (3) professional references (in one Word or PDF document) to: **Patrick Tucker** at ptucker@ccsu.edu. Please include the position title in the email subject line.

Application Deadline: Applications must be received by **August 1, 2018**.

Olivia Roman
Human Resources Associate
Central CT State University
1615 Stanley Street
Davidson Hall, Room 119
New Britain, CT 06050
Tel: (860) 832-1753
Fax: (860) 832-2342
Email: Olivia.Roman@ccsu.edu

**CENTRAL CONNECTICUT STATE UNIVERSITY
POSITION DESCRIPTION
SUOAF-ATSCME**

POSITION TITLE: Registrar Services Assistant
RANK: Administrator II
DEPARTMENT: Office of the Registrar
SUPERVISOR: Assistant or Associate Registrar

POSITION SUMMARY

Under the guidance of the Assistant or Associate Registrar, the Registrar Services Assistant provides operational student support services to the Office of the Registrar, with a focus on quality service delivery and student support.

SUPERVISION EXERCISED

Not applicable.

POSITION RESPONSIBILITIES

Provides the first level of assistance for calls, emails, mail, and walk-in requests received by the Office of the Registrar. Resolves a variety of student requests that are within the prescribed limits of authority and in compliance with University policies.

Assists with informing students and staff on registration and records processes, degree audit and graduation policies and general University policies and operating procedures while contributing to student success and retention.

In conjunction with University policies, works to resolve student issues, including coordinating with other University departments (Bursar, Financial Aid, IT, etc.) as needed to settle student concerns and/or appropriately refer students.

Assists with the creation of forms, training materials, and web content to support informing the University community about the operation of the Office of the Registrar and associated systems, policies, and procedures.

Assists with informing students and University staff on the use and operation of self-service records and registration systems. Assists with troubleshooting, routine error resolution, and routine maintenance of records and registration systems.

May assist with routine creation and maintenance of academic course sections.

Performs other duties and responsibilities related to those above which do not alter the basic level of responsibility of the position.

Registrar Services Assistant
Page 2
June 18, 2018

MINIMUM QUALIFICATIONS REQUIRED

Bachelor's degree and two years of registrar's office, or related college or university office, work experience. Demonstrated ability to handle varied and confidential information, effectively organize and perform detailed work, and multitask while demonstrating exemplary customer service skills. Demonstrated ability to communicate and share information effectively with a variety of people and groups. Demonstrated experience using student information systems, document imaging systems and the Microsoft Office Suite. Credentials and/or experience substantially comparable to the above may also be considered.

FLSA Status: Non-exempt.

 7/18/18
For CCSU Date For SUOAT 7/7/18 Date

Tracking# 18070702GC

06-18-18: Created.

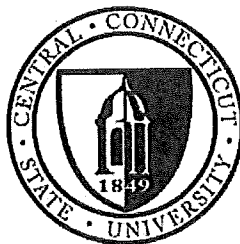
Central Connecticut State University

Report Pursuant to Connecticut General Statutes

Section 10a – 55m

January 1, 2017 – December 31, 2017

Prepared by the CCSU Office of Diversity and Equity



CCSU is an equal opportunity employer and educator.

Enclosed Documents

- Narrative

- Sexual Violence Statistics and Data

- Policies

- Written Notification

- Resources

- Presentations

- Posters

Narrative

Narrative

Introduction

Central Connecticut State University (CCSU) is a regional, comprehensive public university dedicated to learning in the liberal arts and sciences and to education for the professions. The University is located in New Britain, CT and has been an important part of that city's educational and cultural life since CCSU's founding. It is comprised of the following schools – Business, Education & Professional Studies, Graduate Studies, Science, Engineering & Technology, and the Carol Ammon College of Liberal Arts & Social Sciences.

CCSU is the largest of four comprehensive universities within the Connecticut State University System (CSUS). It serves nearly 11,800 students (9,800 undergraduates and 2,000 graduate students). Female students account for 48 percent of the student population; males 52 percent. CCSU is richly diverse: more than 30 percent of students are students of color; African American students comprise 11 percent, Latinos nearly 12 percent, and Asians approximately 3 percent of the student body.

Sexual Violence Prevention Efforts

CCSU utilizes a comprehensive, multi-level approach to the prevention of sexual violence. Programs and awareness initiatives are provided to students in a variety of settings and formats throughout the entirety of the calendar year. Prevention is an on-going aspect of the educational environment.

Students at CCSU engage in prevention strategies before they even begin classes. In the summer before their first year, students are required to complete an on-line training focused on sexual violence prevention. At student orientation, parents and guardians are then presented information about sexual violence and guidance on how to talk to their student about these issues. Directly before classes begin, new students also participate in a 90-minute in-person program focused on consent and bystander intervention.

As the fall semester begins, students soon notice the blanket of physical “red flags” on Vance Lawn, marking the start of the Red Flag Campaign, an annual project focused on intimate partner violence awareness and prevention. Hundreds of students interact with the CCSU staff who facilitate brief classroom presentations focused on relationship violence, during the campaign. Students may also attend a “Red Flag” campus-wide event or read one of the posters distributed throughout campus highlighting red flags of abuse, and how students can both help a friend and access help for themselves.

As the fall semester moves forward, residential students have the opportunity to take part in programming, held in each hall, focused on sexual violence and facilitated by staff from the Office of Diversity and Equity (ODE), Office of Victim Advocacy (OVA) and the Ruth Boyea Women's Center. This is also when NCAA athletic teams begin their mandatory training program with OVA. CCSU regularly hosts speakers throughout the fall semester with special expertise or experience on sexual violence. Faculty across the university incentivize students to attend these events through extra credit or assignments.

As the spring semester begins, so does the Stand UP CCSU campaign. This project, developed by student peer educators, entails presentations, major events, a poster campaign and an educational social media presence. Thousands of students interact with Stand UP in different capacities, culminating in a large outdoor event focused on bystander intervention. The spring semester is also when seminal events such as Take Back the Night, organized by the Ruth Boyea Women's Center, take place. Each spring, students classified as seniors or graduate students are additionally required to complete another on-line training.

As CCSU students engage in prevention efforts, so do faculty and staff. All employees are required to complete annual Title IX training to be up to date on their responsibilities when receiving disclosures or complaints of sexual misconduct, as well as to be fully informed of their own rights on campus. The training is provided both in-person and on-line. Employees also participate in numerous committees, notably the Sexual Assault and Interpersonal Violence Resource Team (SART), focused on addressing issues of sexual violence. Faculty and staff throughout the campus community, lend their expertise and experience to benefit the CCSU community.

Reportable Data

Students – Incidences of Sexual Violence

A total of sixty-six (66) disclosures and reports, involving students, were made to a non-confidential employee at CCSU throughout calendar year 2017.

Disclosures

A total of forty-four (44) disclosures of sexual assault, intimate partner violence or stalking were made to a non-confidential employee at CCSU. Of these disclosures, twenty-six (26) were sexual assaults, sixteen (16) involved intimate partner violence and two (2) involved stalking. Disclosures are when information about sexual violence is communicated but there is no request for an investigation or adjudication. However, these individuals were all offered advocacy services, appropriate accommodations when applicable and support in making connections with a variety of campus and community resources.

Reports

A total of twenty-two (22) individuals reported experiencing sexual assault, intimate partner violence or stalking to a non-confidential employee at CCSU. A report indicates that there was a disclosure of sexual violence accompanied by an immediate request for an investigation and adjudication or there was a disclosure which included enough information (i.e., name of the accused, location and description of incident) that internal investigators were obligated to move forward with an investigation. Twelve (12) of the reports resulted in investigation by the CCSU Office of Student Conduct (OSC). Ten (10) reports did not result in an investigation by Student Conduct. The following data was provided by the CCSU Office of the Vice-President of Student Affairs and the CCSU Office of Student Conduct (OSC).

Sexual Assault Reports

A total of ten (10) sexual assaults were reported to CCSU in 2017. Seven (7) of these reports resulted in an investigation from the Office of Student Conduct (OSC), with the following outcomes:

- One (1) report resulted in disciplinary action, which included a four year suspension from CCSU colleges.
- After a pre-hearing investigation was conducted by the Office of Student Conduct, it was determined in three (3) reports that the evaluated behavior did not amount to a violation of prohibited conduct.
- After an initial review in one (1) case, it was determined that the reported behavior had occurred when the accused student was not a student at CCSU and, therefore, the CCSU Office of Student Conduct did not have the jurisdiction to adjudicate the report. A no-contact order and academic accommodations were put in place. Support services from OVA were provided to the reporting student.
- In one (1) report, brought by a third-party, no victims were identified and no action was taken by OSC.
- Student Conduct conducted a pre-investigation of one (1) third-party report, but did not issue an outcome. The alleged victim in the matter did not respond to outreach from the OVA.

Additionally, three (3) of the sexual assault reports did not result in an investigation by the Office of Student Conduct, for the following reasons:

- In two (2) of the initial reports, the reporting parties provided initial information and then withdrew from participating in the conduct process. No outcome was issued by the CCSU Office of Student Conduct. The interim Director of the CCSU Office of Student Conduct is currently reaching out to the reporting parties.
- In one (1) of the initial reports to a non-confidential employee, OSC did not initiate an investigation. The matter is currently under review by that office.

Intimate Partner Violence Reports

A total of eight (8) incidents of intimate partner violence were reported to CCSU. Of these reports, three (3) reports resulted in an investigation being conducted by OSC, resulting in the following outcomes.

- Two (2) reports resulted in disciplinary action from the OSC. Both reports resulted in a two-semester suspension and additional educational requirements for the responding party.
- After a pre-hearing investigation, it was determined in one (1) report that the evaluated behavior did not amount to a violation of prohibited conduct.

Five (5) reports of intimate partner violence did not result in an investigation from the Office of Student Conduct, for the following reasons.

- In four (4) of the reports, the accused person was not a student or employee at CCSU and so, outside of the authority of Student Conduct or the Office of Diversity and Equity. However, CCSU police responded to all four of those reports.
- One (1) of the reports was made by a third-party. When the alleged victim was approached about the report they denied any abuse had ever occurred.

Stalking Reports

A total of four (4) reports of stalking were made to CCSU in 2017. Two (2) of the reports resulted in an investigation by the Office of Student Conduct, with the following outcomes:

- After a pre-hearing investigation, it was determined in one (1) report that the evaluated behavior did not amount to a violation of prohibited conduct.
- After an initial review of one (1) of the reports, the reporting party requested an informal resolution to the incident. The OSC received a second report in 2018 and met with the accused student and their parents to address the matter informally.

Two (2) of the reports did not result in an investigation by the Office of Student Conduct, for the following reasons:

- In one (1) of the reports, the accused person was not a student or employee at CCSU and so, outside of the authority of Student Conduct or the Office of Diversity and Equity. However, CCSU police did respond to the report.
- One (1) report of stalking was made by the same individual who reported a sexual assault, included in the previous section. In this matter, the reporting party provided initial information to the OSC and then declined to participate further in the process. Student Conduct did not issue an outcome.

Employees – Incidences of Sexual Violence

Throughout the 2017 calendar year, two (2) reports of sexual violence were made to CCSU and zero (0) disclosures. Both of these reports involved an employee accused of sexual assault. One report was investigated by the Office of Diversity and Equity, who found that the accused person had violated the CSCU Board of Regents Sexual Misconduct Reporting, Support Services and Processes Policy. The result of this process was that the employee was not re-hired by CCSU. The second report was investigated by an outside law firm. The employee is currently on administrative leave pending disciplinary review.

Total Anonymous and Confidential Reports and Disclosures

The University Police monitors an on-line form where individuals can report anonymous crimes, including those of sexual assault, intimate partner violence stalking. In 2017 there were zero (0) anonymous report.

The only employees on the CCSU campus who are able to receive confidential disclosures of sexual assault, intimate partner violence and stalking are licensed counselors in the CCSU Student Wellness Services. That following data was provided by the CCSU Student Wellness Services as an estimate of confidential disclosures throughout 2017:

- Sexual assault: 28
- Intimate Partner Violence: 7
- Stalking: 0

It is important to note that these confidential disclosures could potentially also be included in the Total Reported Incidents of Sexual Violence (see Sexual Violence Reportable Statistics and Data,

Table III). Some students may disclose to a confidential counselor and also make a report or disclosure to a non-confidential employee at the university.

Sexual Violence Statistics and Data



SEXUAL VIOLENCE REPORTABLE STATISTICS AND DATA

CSCU INSTITUTION: Central Connecticut State University
REPORTING OFFICE/DEPARTMENT: Office of Diversity and Equity
INSTITUTION CONTACT: Rosa Rodriguez, Chief Diversity Officer/Title IX Officer
YEAR: 2018

I. SEXUAL VIOLENCE* PREVENTION, AWARENESS, AND RISK REDUCTION PROGRAMS:			
Program Category	Number of Programs:		
	Prevention:	Awareness:	Risk Reduction:
<i>Sexual Assault</i>	58	56	3
<i>Stalking</i>	30	37	3
<i>Intimate Partner Violence</i>	30	60	3
Program Types: <i>(List and Describe Each Program Type)</i>			
<p><u>PREVENTION</u> <i>Spring 2017</i></p> <p>Stand Up CCSU – Community Organizer Training Type of program: Prevention (sexual assault) Number of sessions offered: One (1) Audience: CCSU students who were accepted in to the community organizer program. Number of participants: Eleven (11) Description: Following an application and interview process, eleven students were selected to be a part of a peer education program focused on preventing sexual assault. These students attended a full day training where they participated in workshops that focused on the primary prevention of sexual violence and a strategic planning session to develop initiatives on the CCSU campus.</p> <p>Student Support Seminar – Healthy Relationships Type of program: Prevention (sexual assault, intimate partner violence, stalking) Number of sessions offered: Two (2) Audience: NCAA Student Athletes Number of participants: Twenty-eight (28) approximate Description: At the request of the CCSU Department of Athletics, the Office of Victim Advocacy (OVA) provided an intensive seminar on relationships to NCAA athletic teams. The majority of teams completed the training in the Fall of 2016. Two additional teams completed the requirement in the Spring of 2017. The purpose of the training was to provide a space for students to consider what they want from a romantic relationship, to better understand the signs of abusive behavior and to build bystander intervention skills.</p>			

Stand UP CCSU Classroom Presentations

Type of program: Prevention (sexual assault)

Number of sessions: Twenty-four (24)

Audience: Students

Number of participants: Eight-hundred (800) approximate

Description: Student peer educators developed a twenty minute presentation to open discussion about sexual assault myths, bystander intervention and resources within classrooms. Facilitators for this brief intervention were a Stand UP CCSU community organizers and professional staff from OVA.

Stand Up Day

Type of program: Prevention (sexual assault, intimate partner violence, stalking)

Number of sessions offered: One (1)

Audience: Students, employees and community members

Number of participants: Six-hundred (600) approximate

Description: This campus wide event was developed and implemented by the Stand Up CCSU Community Organizers. The four hour long event was held outside of the Student Center. Students could stop by and learn about resources, take part in a bystander intervention themed activity, sign the Stand Up pledge and have their picture taken with their own Stand Up message.

Courage through Controversy: Standing up to Rape Culture (A keynote address by Kamilah Willingham)

Type of program: Prevention (sexual assault)

Number of sessions: One (1)

Audience: Students

Number of participants: Three-hundred and fifty (350) approximate

Description: This keynote address explored rape myths that cloud our understanding of sexual violence, the importance of compassion for others and ourselves as we challenge rape culture and the future of the movement to end gender-based violence.

Take Back the Night March: NBA Player, Child Sexual Abuse Survivor, Mr. Keyon Dooling

Type of program: Prevention (sexual assault, intimate partner violence, stalking)

Number of sessions offered: One (1)

Audience: Students, faculty and staff

Number of participants: One-hundred and fifty (150) approximate

Description: At this annual event, hosted by the CCSU Ruth Boyea Women's Center and Student Government Association, former NBA player Mr. Keyon Dooling served as a keynote speaker. During his 12th season as a professional Basketball player, Dooling was at the top of his game as the designated team leader of the Boston Celtics. Known for firing up his teammates with the challenge, "What's driving you?" – found himself a few months later locked away in a mental institution, confused, frightened and on the verge of losing everything. Students heard his experience of sexual abuse and journey to healing.

The Secret, The Reveal, The Triumph: Mr. Keyon Dooling

Type of program: Prevention (sexual assault, intimate partner violence, stalking)

Number of sessions offered: One (1)

Audience: NCAA Student Athletes

Number of participants: twenty-five (25)

Description: An NBA great who has always appeared to have it together experienced a serious mental breakdown, landing him in a Boston area mental hospital. Over-medicated, paranoid and hallucinating all of which was brought on by the trauma he endured as a child – What’s Driving You? How I Overcame Abuse and Learned to Lead in the NBA. Mr. Dooling speaks and meets with CCSU men’s basketball team to discuss sexual violence and men’s violence against women/men.

Summer 2017

Orientation – Community Expectations

Type of program: Prevention (sexual assault, intimate partner violence, stalking)

Number of sessions offered: Twelve (12)

Audience: Parents of CCSU Students

Number of participants: Eight-hundred and seventy (870) approximate

Description: Throughout the summer of 2017 the Office of Victim Advocacy participated in a panel, directed at parents and family members of incoming students. Information was provided on the reality of sexual and interpersonal violence on college campuses. Participants were given tips on how to speak with their student about these issues prior to coming to campus.

Sexual Violence Prevention Program (on-line)

Type of program: Prevention (sexual assault, intimate partner violence, stalking)

Number of sessions offered: On-Line

Audience: Incoming and Transfer CCSU students

Number of participants: 1,513 (one-thousand five-hundred and thirteen)

Description: The CCSU Office of Diversity and Equity and Department of Student Affairs collaborate in requiring incoming students to complete an evidence-based, on-line training. This module provides information about campus policies, definitions, campus and community resources, scenarios to identify signs of abusive behaviors, information on bystander intervention, scenarios to build skills and confidence to intervene and steps to support victims/survivors of sexual violence.

Sexual Assault Prevention and Title IX Training for Resident Assistants

Type of program: Prevention (sexual assault, intimate partner violence, stalking)

Number of sessions: Two (2)

Audience: Resident Assistants

Number of participants: Ninety-Three (93) approximate

Description: All Resident Assistants complete required training on an annual basis. Facilitated by staff from the Office of Victim Advocacy, new Resident Assistants receive training in consent, alcohol and sexual violence, dynamics of relationship violence, rape myths, and stalking behavior. Both new and returning resident assistants then participate in a training on policies, protocols, response and their particular responsibilities as Resident Assistants. An extensive portion of the training in 2017 focused on building bystander intervention skills and empathy for survivors.

Bringing in the Bystander “Train the Trainer”

Type of program: Prevention (sexual assault, intimate partner violence, stalking)

Number of sessions: Two (2)

Audience: Faculty, staff and students from CSCU campuses

Number of participants: Fifty (50)

Description: In collaboration with the CSCU SAFE Grant, CCSU hosted two “train-the-trainer” workshops on campus. The workshop, facilitated by SAFE Grant members, trained campus community members to

facilitate Bringing in the Bystander (BITB), an evidence based program, on their home campus. Approximately thirty (30) faculty, staff and students from CCSU were trained.

Fall 2017

Sex Signals

Type of program: Prevention (sexual assault)

Number of sessions offered: Two (2)

Audience: Incoming CCSU undergraduate students

Number of participants: One thousand (1,000)

Description: CCSU offers a comprehensive orientation for new students each summer. At Orientation 2017 students were required to attend "Sex Signals" a 90-minute, interactive program facilitated by two trained professionals. The program focuses on beliefs, attitudes and behavior that can lead to sexual violence, the difference between seduction and coercion, consent, how to identify predatory behavior and how to intervene to support members of the CCSU community. Additionally, incoming students were informed of campus resources

Why We Say Something: A Conversation with Everyday CCSU Activists Working to End Relationship Violence

Type of program: Prevention (sexual assault, intimate partner violence, stalking)

Number of sessions offered: One (1)

Audience: Students, faculty and staff

Number of participants: Four-Hundred (400) approximate

Description: As a part of the Fall 2017 Red Flag Campaign, The Office of Diversity and Equity hosted the a forum on how individuals can play a role in ending relationship violence. The panel, moderated by Sarah Dodd (CCSU Office of Victim Advocacy), showcased real stories of bystander intervention, helping friends and family and connecting with resources on and off campus.

Bringing in the Bystander – NCAA Athletes

Type of program: Prevention (sexual assault, intimate partner violence, stalking)

Number of sessions: Seven (7)

Audience: NCAA Student Athletes

Number of participants: One-hundred and fifty-seven (157)

Description: Bringing in the Bystander (BITB) is an evidence-based program intended to both increase participant understanding of the dynamics of interpersonal violence, elicit increased empathy for survivors and build safe and effective Bystander Intervention Skills. All NCAA athletes completed the 90 minute training during the 2017 – 2018 academic year. Approximately half of the teams participated during the fall 2017 semester.

AWARENESS

Spring 2017

Love Jones Café

Type of program: Awareness (sexual assault, intimate partner violence and stalking)

Number of sessions offered: One (1)

Audience: Students, Faculty and Staff

Number of participants: Sixty (60) approximate

Description: This program, developed by the CCSU Ruth Boyea Women's Center, was an evening mixed with spoken words, poetry, singing lyrics representing the art and beauty in healthy relationships. Information is

distributed to audience members that includes brochures on dating violence, sexual violence and other aspects of unhealthy relationships, while highlighting the characteristics of a Healthy Relationship.

The Hunting Ground: Film Screening and Guided Discussion

Type of program: Awareness (sexual assault)

Number of sessions: One (1)

Audience: Students

Number of participants: Twenty-five (25)

Description: At this program students were able to view the award winning film, *The Hunting Ground*, followed by a guided discussion facilitated by the Stand Up Community Organizers.

Free Zumba Class and Clothing Drive for the YWCA Sexual Assault Crisis Services (SACS)

Type of program: Awareness (sexual assault)

Number of sessions: One (1)

Audience: Students

Number of participants: Thirty (30)

Description: Participants at this event were able to attend a free Zumba class if they brought a donation item for the YWCA of New Britain SACS. Prior to the class, representatives of the YWCA SACS gave a brief presentation on their services.

International Women's Strike: Solidarity is our Weapon, Let's March

Type of program: Awareness (sexual assault, intimate partner violence, stalking)

Number of sessions offered: One (1)

Audience: Students, faculty and staff

Number of participants: one-hundred and seventy-five (175)

Description: A campus wide speak out with women addressing the importance of their solidarity should they wish to change the world. The women proclaimed the following, "We, the Women of the World are fed up with violence addressed at us, be it physical, economic, verbal or moral. We will no longer tolerate it passively. We demand that our governments stop using misogynistic insults and start taking real measures to solve the numerous problems related to our safety: free access to medical care including abortion, the establishment of severe legal penalties to be applied to our oppressors in cases of rape, domestic violence and every gender-based crime we are experiencing increasingly. We demand our governments enforce effective secularization and recognize that before our biological conditions, we are first of all human beings."

Fall 2017

Dare to be a Blue Devil

Type of program: Awareness (sexual assault)

Number of sessions offered: Two (2)

Audience: Incoming CCSU students (freshman and transfer)

Number of participants: 1,000 (approximate)

Description: This 90 minute training is a required component of Orientation for new students. Facilitated by the Director of Student Conduct, the Coordinator of Wellness Education and the Chief of Police, participants receive information on their responsibilities under the Student Code of Conduct. Facilitators discussed the dynamics of sexual assault.

Sweatpants Drive

Type of program: Awareness (sexual assault)

Number of sessions offered: N/A

Audience: Students, faculty and staff

Number of participants: fifty (50)

Description: A program initiated by the CCSU Ruth Boyea Women's Center, that brings awareness to the needs of Sexual Assault Victims/Survivors and the importance of Hospital Rape Kits for evidence collection.

Red Flag – Classroom Presentations

Type of program: Awareness (intimate partner violence)

Number of sessions offered: Eighteen (18)

Audience: Students

Number of participants: six-hundred (600) approximate

Description: Staff from the Office of Victim Advocacy facilitated 20 minute classroom presentations that focused on aspects of healthy relationships, signs of abusive relationships and how to help a friend who is in an abusive relationship. Resources for students both on and off campus were also discussed.

Presentations reached students in a variety of different disciplines across campus.

Recognizing Stalking and Intimate Partner Violence on Campus – Facilitated Discussion with Daniel Cargill

Type of program: Awareness (stalking, intimate partner violence)

Number of sessions offered: One (1)

Audience: Students

Number of participants: one-hundred (100) approximate

Description: Cargill is the Director of Law Enforcement Services for the Connecticut Coalition Against Domestic Violence (CCADV). Prior to coming to work at CCADV, Cargill spent twenty years working for the Connecticut State Police, where he spent several years as an Adjunct Professor and P.O.S.T. certified instructor training law enforcement in various topics including Law Enforcements Response to Domestic Violence.

Throughout Spring 2017 and Fall 2017

Sexual Assault and Interpersonal Violence Resource Team (SART) Meetings

Type of program: Awareness (sexual assault, intimate partner violence, stalking)

Number of sessions offered: Four (4)

Audience: Administrators, faculty, staff, students and community partners.

Number of Participants: Between eight (8) and twenty (20) approximate / meeting

Description: The CCSU SART Team is a group of faculty, staff, students and community partners who meet regularly throughout the academic year to provide leadership to the campus community regarding the prevention and response to sexual assault and interpersonal violence. The team receives regular training. In 2017 training included a workshop on the criminal justice process by Assistant State's Attorney Elizabeth Moseley and a presentation on new Title IX guidance from the Office of Civil Rights by Carolyn Magnan (CCSU General Counsel) and Rosa Rodriguez (Chief Diversity Officer/Title IX Officer).

Sexual Assault Awareness Residence Hall Training

Type of program: Awareness (sexual assault)

Number of sessions offered: Sixteen (16)

Audience: Students living in the CCSU Residence Halls

Number of Participants: Three-hundred and one (301)

Description: Throughout the beginning of the fall and spring semesters staff from the Ruth Boyea Women's Center and the CCSU Office of Victim Advocacy, in coordination with Residence Life, facilitated sexual assault awareness programs in each of the Residence Halls. The one hour training focused on the definition of sexual assault and resources for students both on and off campus.

Intimate Partner Violence Residence Hall Training

Type of program: Awareness (intimate partner violence)

Number of sessions offered: Five (5)

Audience: Students living in the CCSU Residence Halls

Number of Participants: Sixty-nine (69)

Description: Facilitators from the Women's Center and OVA, in coordination with Residence Life, facilitated intimate partner awareness programs in some of the Residence Halls. The one hour workshop focused on healthy relationships and red-flags for abusive behaviors. Resources and reporting options were also discussed.

Initial Title IX Training for CCSU Employees - In-Person

Type of program: Awareness (sexual assault, intimate partner violence, stalking)

Number of sessions offered: Six (6)

Audience: CCSU employees

Number of participants: Eighty-eight (88)

Description: This three hour session is offered regularly to all CCSU employees. Facilitated by staff from the OVA, the workshop focuses on understanding CCSU's policy and protocol as it pertains to Title IX and sexual misconduct, CCSU employee responsibilities under these policies and under state and federal law and how to assist colleagues and students who may have experienced sexual misconduct. An in-depth lecture and discussion regarding the reality of sexual assault, intimate partner violence and stalking on campus is conducted. Participants are also provided information on resources and referrals both on and off campus.

Title IX Training for CCSU Employees – On-Line

Type of program: Awareness (sexual assault, intimate partner violence, stalking)

Number of sessions offered: Offered to all employees on-line

Audience: CCSU employees

Number of participants: Five-hundred and seventy-nine (579)

Description: All CCSU employees are required to attend annual Title IX training. This training is offered both in person and on-line. The on-line session covers policy and procedure related to sexual misconduct, employee responsibilities, sexual assault, intimate partner violence and stalking.

Title IX Refresher Training for CCSU Employees

Type of program: Awareness (sexual assault, intimate partner violence, stalking)

Number of sessions offered: Twenty-One (21)

Audience: CCSU Employees who have already completed an initial Title IX Training

Number of participants: Three-hundred and ten (310)

Description: This 45 minute training, facilitated by staff from the Office of Victim Advocacy, is required on an annual basis for all employees who have completed a three-hour initial training or the full on-line training. The training focuses on updates to policy, protocol and relevant legislation. Participants also review their responsibilities as CCSU employees and discuss a case study. Resources from both on and off campus are also discussed.

Other Awareness Initiatives

"How to Help" Manuals

Type of program: Awareness (sexual assault, intimate partner violence, stalking)

Number of sessions offered: N/ A

Audience: CCSU employees, students

Number of participants: 10,000 approximate

Description: "How to Help" manuals include basic information on sexual assault, stalking and intimate partner violence, resources on and off campus, reporting options, victim rights and how individuals can help prevent violence. Approximately 10,000 copies were distributed in 2016 at events, "tabling" in the student center, at new student and employee orientations, in the residence halls, in classroom presentations and in offices throughout the CCSU campus. Note: All new students and employees received copies of the Policy and Procedure booklet, How to Help Booklet and an informational pamphlet that includes definitions and contact names for on- and off-campus resources.

"Pipeline" Announcement

Type of program: Awareness (sexual assault, intimate partner violence, stalking)

Number of sessions offered : N/ A

Audience: CCSU employees, students

Number of participants: Unknown

Description: At the beginning of each semester, CCSU posts an announcement on the Central Pipeline (student, faculty and staff on-line portal) on student resources for sexual assault and interpersonal violence prevention and awareness and new policy changes.

Risk Reduction

Live Safe App

Type of program: Risk Reduction (sexual assault, intimate partner violence, stalking)

Number of sessions offered: N/A

Audience: CCSU employees and students, family and friends of CCSU community members

Number of participants: 1,209 individuals using app

Description: CCSU now offers a mobile safety app--LiveSafe--that enables individuals to report tips to CCSU Police, use friends as "virtual escorts" in real time, place emergency calls, and access safety features. CCSU's LiveSafe app provides students, faculty and staff with a direct connection to CCSU Police so that everyone can easily communicate their safety needs. Its easy-to-use features help you stay safe and enable us to better protect you.

Campus "Blue Lights

Type of program: Risk Reduction (sexual assault, intimate partner violence, stalking)

Number of sessions offered: N/A

Audience: CCSU employees and students

Number of participants: N/A

Description: The University has installed approximately 100 well-paced emergency telephones on campus that automatically dial into the police dispatch center on campus.

Police Safety Escort Service

Type of program: Risk Reduction (sexual assault, intimate partner violence, stalking)

Number of sessions offered: N/A

Audience: CCSU employees and students

Number of participants: N/A

Description: Concerned students or employees at CCSU can call the CCSU Police and will be escorted to their destination (within the campus). Escorts include police student workers, public safety assistants and police officers.

II. SEXUAL VIOLENCE PREVENTION AND AWARENESS CAMPAIGNS:

Campaign Category	Number of Campaigns:	
	<i>Prevention:</i>	<i>Awareness:</i>
<i>Sexual Assault</i>	1	1
<i>Stalking</i>		
<i>Intimate Partner Violence</i>	1	1

***Campaign Types:
(List and Describe Each Campaign Type)***

STAND UP CCSU – SPRING SEMESTER 2017

Stand Up CCSU is a student-led bystander intervention campaign that focuses on the prevention of sexual assault, intimate partner violence and stalking.

Summary of Initiatives

Peer Education Program

Stand Up CCSU is primarily led by students. In the fall of 2016 recruitment began for the Stand Up CCSU Community Organizer program. After an application and interview process, twelve students were ultimately selected to be a part of the program. These students were provided a full day of training on sexual and interpersonal violence and prevention strategies. They then facilitated classroom presentations, developed a poster campaign and planned outreach events.

Freeze Mob

Stand UP CCSU community organizers recruited approximately fifty of their peers to implement a freeze mob in the Student Center. Participants froze in place, holding posters with facts and information about sexual assault at CCSU. They stayed “frozen” for two minutes. The event drew attention and facilitated discussion on the issue of sexual violence.

Twenty-Four (24) Bystander Intervention Classroom Presentations

At the beginning of the spring 2017 semester a sub-committee of community organizers developed a twenty minute presentation for classrooms with assistance from their advisor. They then reached out to faculty across campus. The community organizers co-facilitated presentations in 24 classrooms, directly reaching approximately 800 students. Their presentation focused on sexual assault myths, bystander intervention and resources on campus. They reached students from a variety of disciplines including math, English, business, manufacturing, criminal justice, sociology, psychology and geology.

Outreach Events (Described in previous section)

- The Hunting Ground: Film Screening and Guided Discussion
- Courage through Controversy: Standing up to Rape Culture (Keynote Event with Kamilah Willingham)
- Stand Up Day
- Free Zumba Class and Clothing Drive for the YWCA Sexual Assault Crisis Services (SACS)

Poster Campaign

The community organizers began developing the poster campaign during their initial training. After much reflection they developed a campaign that featured each of the community organizers in a poster with a message that either challenged a rape myth or sent a message of support to survivors. As a group they designed the concept, took the photographs and created an implementation plan. Additionally, the organizers invited the President of the university to be featured in a poster. Thirteen unique posters were developed and distributed throughout campus.

Social Media

Photos, events, poster campaign promotion and links were shared on an on-going basis on Facebook, Twitter and Instagram.

“WE BELIEVE YOU” CAMPAIGN – SPRING 2017

The Ruth Boyea Women’s Center developed and distributed a poster campaign focused on ending victim blaming and shaming. Additional goals of the campaign were to promote institutional courage and support for individuals who experienced sexual violence. T-shirts were distributed along with fact cards providing statistics and campus resources.

WHITE RIBBON CAMPAIGN – FALL 2017

The White Ribbon Campaign is a global movement of men and boys working to end male violence against women and girls. It was formed by a group of pro-feminist men in London, Ontario in November 1991 as a response to the École Polytechnique massacre of female students by Marc Lépine in 1989. The campaign was intended to raise awareness about the prevalence of male violence against women, with the ribbon symbolizing "the idea of men giving up their arms. The movement seeks to promote healthy relationships, gender equity, and a compassionate vision of masculinity. The Ruth Boyea Women’s Center promoted the campaign on the CCSU campus.

RED FLAG CAMPAIGN - FALL 2017

The Red Flag Campaign is an annual project to address and prevent dating violence in our community. This campaign features a series of posters illustrating behaviors (red flags) that may be present in a relationship in which dating violence is occurring, 15 minute presentations facilitated by members of the Red Flag Campaign Committee and several programs. Attention is drawn to the campaign through the use of physical red flags being placed throughout the campus at the start of the campaign.

Summary of initiatives

- Physical red flags distributed across campus
- Red Flag posters hung throughout campus residence halls, academic buildings and other facilities
- Classroom Presentations
- Event: Recognizing Stalking and Intimate Partner Violence on Campus – A Facilitated Discussion with Daniel Cargill
- Red Flag Campaign – Scavenger Hunt
- Event: Why we say something: A conversation with everyday CCSU activists working to end relationship violence

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III. TOTAL REPORTED INCIDENCES OF SEXUAL VIOLENCE:		
Incident Category	Number of Incidents Reported:	Number of Incidents Disclosed:
<i>Sexual Assault</i>	12	26
<i>Stalking</i>	4	2
<i>Intimate Partner Violence</i>	8	16

IV.a. DISCIPLINARY CASES AND FINAL OUTCOMES OF DISCIPLINARY CASES RELATING TO SEXUAL VIOLENCE (STUDENTS):								
Case Category	Total Number of Cases:	Final Outcome:						
		<i>Warning:</i>	<i>Probation:</i>	<i>Suspension:</i>	<i>Expulsion:</i>	<i>Persona Non Grata (PNG):</i>	<i>Sanctions/ Sexual Violence Remediation:</i>	<i>Other:</i>
<i>Sexual Assault</i>	7			1. Eight semester suspension		1.PNG	1.Complete on-line module: personal decision making	2.Outside of student conduct jurisdiction. 3. Evaluated behavior did not amount to a violation of prohibited conduct

							2.No-contact order in place 3. No-contact order in place. 4.No Contact order in place	and no disciplinary charges were filed. 4. Evaluated behavior did not amount to a violation of prohibited conduct and no disciplinary charges were filed. 5. Evaluated behavior did not amount to a violation of prohibited conduct and no disciplinary charges were filed. 6. No action taken by Student Conduct 7. Pre-investigation by Student Conduct but no outcome issued.
<i>Stalking</i>	2							1. Evaluated behavior did not amount to a violation of prohibited conduct and no disciplinary charges were filed. 2. Informal resolution requested by reporting party
<i>Intimate Partner Violence</i>	3			1.Two semester suspension 2.Two semester suspension		1.PNG 2.PNG	1.Assessment , complete the following training modules: healthy relationship, anger management , personal decision making. 2. Assessment, complete the following	3. Evaluated behavior did not amount to a violation of prohibited conduct and no disciplinary charges were filed.

							training modules: healthy relationship, anger management, personal decision making. 3. No contact order in place.	
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IV.b. FINAL OUTCOMES OF APPEALS OF ORIGINAL OUTCOMES OF CASES RELATING TO SEXUAL VIOLENCE (STUDENTS):			
Appeal Category	Total Number of Cases:	Outcome of Appeal Decision:	
		<i>Upheld:</i>	<i>Overturned:</i>
<i>Sexual Assault</i>			
<i>Stalking</i>			
<i>Intimate Partner Violence</i>	1	Upheld	

V.a. DISCIPLINARY CASES AND FINAL OUTCOMES OF DISCIPLINARY CASES RELATING TO SEXUAL VIOLENCE (EMPLOYEES):						
Case Category	Total Number of Cases:	Final Outcome:				
		<i>Reprimand:</i>	<i>Education/ Training:</i>	<i>Administrative Leave:</i>	<i>Termination:</i>	<i>Other:</i>
<i>Sexual Assault</i>	2			1. Administrative leave pending disciplinary review		2. Not re-hired by the university
<i>Stalking</i>						
<i>Intimate Partner Violence</i>						

V.b. FINAL OUTCOMES OF APPEALS OF ORIGINAL OUTCOMES OF CASES RELATING TO SEXUAL VIOLENCE (EMPLOYEES):		
Appeal Category	Outcome of Appeal Decision:	
	<i>Upheld:</i>	<i>Overturned:</i>
<i>Sexual Assault</i>		
<i>Stalking</i>		

<i>Intimate Partner Violence</i>		
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VI. TOTAL ANONYMOUS OR CONFIDENTIAL SEXUAL VIOLENCE REPORTS OR DISCLOSURES TO THE INSTITUTION:				
Category	Number of Reports:		Number of Disclosures:	
	<i>Anonymous:</i>	<i>Confidential:</i>	<i>Anonymous:</i>	<i>Confidential:</i>
<i>Sexual Assault</i>	0			28
<i>Stalking</i>	0			0
<i>Intimate Partner Violence</i>	0			7

*"Sexual Violence" was used aggregately to encompass sexual assault, stalking, and intimate partner violence, as defined by C.G.S. The full text of each of the above reportables is as follows:

- I. A copy of its most recent policies regarding sexual assault, stalking and intimate partner violence;
- II. A copy of its most recent concise written notification of the rights and options of a student or employee who reports or discloses an alleged violation of its sexual assault, stalking and intimate partner violence policy or policies;
- III. The number and type of sexual assault, stalking and intimate partner violence prevention, awareness and risk reduction programs at the institution;
- IV. The type of sexual assault, stalking and intimate partner violence prevention and awareness campaigns held by the institution;
- V. The number of incidences of sexual assault, stalking and intimate partner violence reported or disclosed to such institution;
- VI. The number of confidential or anonymous reports or disclosures to the institution of sexual assault, stalking and intimate partner violence;
- VII. The number of disciplinary cases at the institution related to sexual assault, stalking and intimate partner violence; and
- VIII. The final outcome of all disciplinary cases at the institution related to sexual assault, stalking and intimate partner violence, including, but not limited to, the outcome of any appeals of such final outcome, to the extent reporting on such outcomes does not conflict with federal law.

STATUTORY REFERENCES AND DEFINITIONS

SEXUAL ASSAULT

Sec. 53a-70. Sexual assault in the first degree: Class B or A felony. (a) A person is guilty of sexual assault in the first degree when such person (1) compels another person to engage in sexual intercourse by the use of force against such other person or a third person, or by the threat of use of force against such

other person or against a third person which reasonably causes such person to fear physical injury to such person or a third person, or (2) engages in sexual intercourse with another person and such other person is under thirteen years of age and the actor is more than two years older than such person, or (3) commits sexual assault in the second degree as provided in section 53a-71 and in the commission of such offense is aided by two or more other persons actually present, or (4) engages in sexual intercourse with another person and such other person is mentally incapacitated to the extent that such other person is unable to consent to such sexual intercourse.

(b) (1) Except as provided in subdivision (2) of this subsection, sexual assault in the first degree is a class B felony for which two years of the sentence imposed may not be suspended or reduced by the court or, if the victim of the offense is under ten years of age, for which ten years of the sentence imposed may not be suspended or reduced by the court.

(2) Sexual assault in the first degree is a class A felony if the offense is a violation of subdivision (1) of subsection (a) of this section and the victim of the offense is under sixteen years of age or the offense is a violation of subdivision (2) of subsection (a) of this section. Any person found guilty under said subdivision (1) or (2) shall be sentenced to a term of imprisonment of which ten years of the sentence imposed may not be suspended or reduced by the court if the victim is under ten years of age or of which five years of the sentence imposed may not be suspended or reduced by the court if the victim is under sixteen years of age.

(3) Any person found guilty under this section shall be sentenced to a term of imprisonment of at least ten years, a portion of which may be suspended, except as provided in subdivisions (1) and (2) of this subsection, or a term of imprisonment and a period of special parole pursuant to subsection (b) of section 53a-28 which together constitute a sentence of at least ten years. Notwithstanding the provisions of subsection (a) of section 53a-29 and except as otherwise provided in this subsection, a court may suspend a portion of a sentence imposed under this subsection and impose a period of supervised probation pursuant to subsection (f) of section 53a-29.

Sec. 53a-71. Sexual assault in the second degree: Class C or B felony. (a) A person is guilty of sexual assault in the second degree when such person engages in sexual intercourse with another person and: (1) Such other person is thirteen years of age or older but under sixteen years of age and the actor is more than three years older than such other person; or (2) such other person is impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual intercourse; or (3) such other person is physically helpless; or (4) such other person is less than eighteen years old and the actor is such person's guardian or otherwise responsible for the general supervision of such person's welfare; or (5) such other person is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over such other person; or (6) the actor is a psychotherapist and such other person is (A) a patient of the actor and the sexual intercourse occurs during the psychotherapy session, (B) a patient or former patient of the actor and such patient or former patient is emotionally dependent upon the actor, or (C) a patient or former patient of the actor and the sexual intercourse occurs by means of therapeutic deception; or (7) the actor accomplishes the sexual intercourse by means of false representation that the sexual intercourse is for a bona fide medical purpose by a health care professional; or (8) the actor is a school employee and such other person is a student enrolled in a school in which the actor works or a school under the jurisdiction of the local or regional board of education which employs the actor; or (9) the actor is a coach in an athletic activity or a person who provides intensive, ongoing instruction and such other person is a recipient of coaching or instruction from the actor and (A) is a secondary school student and receives such coaching or instruction in a secondary school setting, or (B) is under eighteen years of age; or (10) the actor is twenty years of age or older and stands in a position of power, authority or supervision over such other person by virtue of the actor's professional, legal, occupational or volunteer status and such other person's participation in a program or activity, and such other person is under eighteen years of age; or (11) such other person is placed or receiving services under the direction of the Commissioner of Developmental Services in any

public or private facility or program and the actor has supervisory or disciplinary authority over such other person.

(b) Sexual assault in the second degree is a class C felony or, if the victim of the offense is under sixteen years of age, a class B felony, and any person found guilty under this section shall be sentenced to a term of imprisonment of which nine months of the sentence imposed may not be suspended or reduced by the court.

Sec. 53a-72a. Sexual assault in the third degree: Class D or C felony. (a) A person is guilty of sexual assault in the third degree when such person (1) compels another person to submit to sexual contact (A) by the use of force against such other person or a third person, or (B) by the threat of use of force against such other person or against a third person, which reasonably causes such other person to fear physical injury to himself or herself or a third person, or (2) engages in sexual intercourse with another person whom the actor knows to be related to him or her within any of the degrees of kindred specified in section 46b-21.

(b) Sexual assault in the third degree is a class D felony or, if the victim of the offense is under sixteen years of age, a class C felony.

Sec. 53a-73a. Sexual assault in the fourth degree: Class A misdemeanor or class D felony. (a) A person is guilty of sexual assault in the fourth degree when: (1) Such person subjects another person to sexual contact who is (A) under thirteen years of age and the actor is more than two years older than such other person, or (B) thirteen years of age or older but under fifteen years of age and the actor is more than three years older than such other person, or (C) mentally incapacitated or impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual contact, or (D) physically helpless, or (E) less than eighteen years old and the actor is such other person's guardian or otherwise responsible for the general supervision of such other person's welfare, or (F) in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over such other person; or (2) such person subjects another person to sexual contact without such other person's consent; or (3) such person engages in sexual contact with an animal or dead body; or (4) such person is a psychotherapist and subjects another person to sexual contact who is (A) a patient of the actor and the sexual contact occurs during the psychotherapy session, or (B) a patient or former patient of the actor and such patient or former patient is emotionally dependent upon the actor, or (C) a patient or former patient of the actor and the sexual contact occurs by means of therapeutic deception; or (5) such person subjects another person to sexual contact and accomplishes the sexual contact by means of false representation that the sexual contact is for a bona fide medical purpose by a health care professional; or (6) such person is a school employee and subjects another person to sexual contact who is a student enrolled in a school in which the actor works or a school under the jurisdiction of the local or regional board of education which employs the actor; or (7) such person is a coach in an athletic activity or a person who provides intensive, ongoing instruction and subjects another person to sexual contact who is a recipient of coaching or instruction from the actor and (A) is a secondary school student and receives such coaching or instruction in a secondary school setting, or (B) is under eighteen years of age; or (8) such person subjects another person to sexual contact and (A) the actor is twenty years of age or older and stands in a position of power, authority or supervision over such other person by virtue of the actor's professional, legal, occupational or volunteer status and such other person's participation in a program or activity, and (B) such other person is under eighteen years of age; or (9) such person subjects another person to sexual contact who is placed or receiving services under the direction of the Commissioner of Developmental Services in any public or private facility or program and the actor has supervisory or disciplinary authority over such other person.

(b) Sexual assault in the fourth degree is a class A misdemeanor or, if the victim of the offense is under sixteen years of age, a class D felony.

SEXUAL ASSAULT/INTIMATE PARTNER VIOLENCE

Sec. 10a-55m. (a) (1) “*Affirmative Consent*” means an active, clear and voluntary agreement by a person to engage in sexual activity with another person.

Sec. 10a-55m. (a) (5) “*Intimate partner violence*” means any physical or sexual harm against an individual by a current or former spouse of or person in a dating relationship with such individual that results from any action by such spouse or such person that may be classified as a sexual assault under section 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b or 53a-73a, stalking under section 53a-181c, 53a-181d or 53a-181e, or family violence as designated under section 46b-38h.

Sec. 53a-70b. Sexual assault in spousal or cohabiting relationship: Class B felony. (a) For the purposes of this section:

(1) “Sexual intercourse” means vaginal intercourse, anal intercourse, fellatio or cunnilingus between persons regardless of sex. Penetration, however slight, is sufficient to complete vaginal intercourse, anal intercourse or fellatio and does not require emission of semen. Penetration may be committed by an object manipulated by the actor into the genital or anal opening of the victim's body; and

(2) “Use of force” means: (A) Use of a dangerous instrument; or (B) use of actual physical force or violence or superior physical strength against the victim.

(b) No spouse or cohabitor shall compel the other spouse or cohabitor to engage in sexual intercourse by the use of force against such other spouse or cohabitor, or by the threat of the use of force against such other spouse or cohabitor which reasonably causes such other spouse or cohabitor to fear physical injury.

(c) Any person who violates any provision of this section shall be guilty of a class B felony for which two years of the sentence imposed may not be suspended or reduced by the court.

STALKING

Sec. 53a-181c. Stalking in the first degree: Class D felony. (a) A person is guilty of stalking in the first degree when such person commits stalking in the second degree as provided in section 53a-181d and (1) such person has previously been convicted of a violation of section 53a-181d, or (2) such conduct violates a court order in effect at the time of the offense, or (3) the other person is under sixteen years of age.

(b) Stalking in the first degree is a class D felony.

Sec. 53a-181d. Stalking in the second degree: Class A misdemeanor. (a) For the purposes of this section, “course of conduct” means two or more acts, including, but not limited to, acts in which a person directly, indirectly or through a third party, by any action, method, device or means, (1) follows, lies in wait for, monitors, observes, surveils, threatens, harasses, communicates with or sends unwanted gifts to, a person, or (2) interferes with a person's property.

(b) A person is guilty of stalking in the second degree when:

(1) Such person knowingly engages in a course of conduct directed at a specific person that would cause a reasonable person to fear for such person's physical safety or the physical safety of a third person; or

(2) Such person intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person that would cause a reasonable person to fear that such person's employment, business or career is threatened, where (A) such conduct consists of the actor telephoning to, appearing at or initiating

communication or contact at such other person's place of employment or business, provided the actor was previously and clearly informed to cease such conduct, and (B) such conduct does not consist of constitutionally protected activity.

(c) Stalking in the second degree is a class A misdemeanor.

Sec. 53a-181e. Stalking in the third degree: Class B misdemeanor. (a) A person is guilty of stalking in the third degree when he recklessly causes another person to reasonably fear for his physical safety by wilfully and repeatedly following or lying in wait for such other person.

(b) Stalking in the third degree is a class B misdemeanor.

PROGRAMMING:

Sec. 10a-55m. (a) (2) "*Awareness programming*" means institutional action designed to inform the campus community of the affirmative consent standard used pursuant to subdivision (1) of subsection (b) of this section, and communicate the prevalence of sexual assaults, stalking and intimate partner violence, including the nature and number of cases of sexual assault, stalking and intimate partner violence reported at or disclosed to each institution of higher education in the preceding three calendar years, including, but not limited to, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions;

Sec. 10a-55m. (a) (6) "*Primary prevention programming*" means institutional action and strategies intended to prevent sexual assault, stalking and intimate partner violence before it occurs by means of changing social norms and other approaches, including, but not limited to, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions;

"Risk Reduction"

"*Risk Reduction*" is not statutorily defined. However, the Federal regulations for the Violence Against Women Act amendments to the Clery Act (VAWA), provides the following definition:

- Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

While VAWA's definition is criticized as implying that victims can prevent sexual violence by participating in risk reduction programs, it is still helpful in categorizing institution's sexual violence programs and initiatives for reporting purposes. Examples of risk reduction programs related to sexual violence include, but are not limited to, the following: blue safety lights on campus, self-defense classes, safety tips, bystander intervention techniques, the buddy system, rape whistles, and related educational programming.

CONCERNING "REPORTS" vs. "DISCLOSURES" IN PART IV OF THE AFOREMENTIONED:

A *disclosure* is a communication of an incident of sexual violence not accompanied with a request for an investigation or adjudication, although there may be a request for accommodations and referral to services.

A *report* is a disclosure accompanied by an immediate request for an investigation and adjudication.

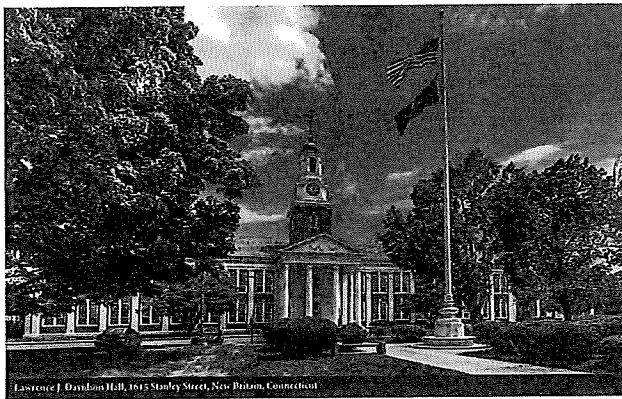
Please direct all inquiries concerning this handbook to
Gregory F. Daniels, Assistant Counsel,
Connecticut State Colleges and Universities,
at 860-723-0018 or DanielsG@ct.edu.



2017 ANNUAL CAMPUS SECURITY & FIRE REPORT

Clery Report

Jeanne Clery Disclosure of Campus
Security Policy and Campus Crime Statistics Act
Including Statistics for 2015 to 2017



Lawrence J. Davison Hall, 1615 Stanley Street, New Britain, Connecticut



Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

2015-2017



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Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

"A Compliance and Reporting Overview"

The Clery Act is a consumer protection law that aims to provide transparency around campus crime policy and statistics. In order to comply with Clery Act requirements, colleges and universities must understand what the law entails, where their responsibilities lie, and what they can do to actively foster campus safety.

Annual Security Reporting

The Clery Act requires colleges and universities that receive federal funding to disseminate a public annual security report (ASR) to employees and students every October 1st. This ASR must include statistics of campus crime for the preceding 3 calendar years, plus details about efforts taken to improve campus safety. ASRs must also include policy statements regarding (but not limited to) crime reporting, campus facility security and access, law enforcement authority, incidence of alcohol and drug use, and the prevention of response to sexual assault, domestic or dating violence, and stalking."

Clery Center. 2018

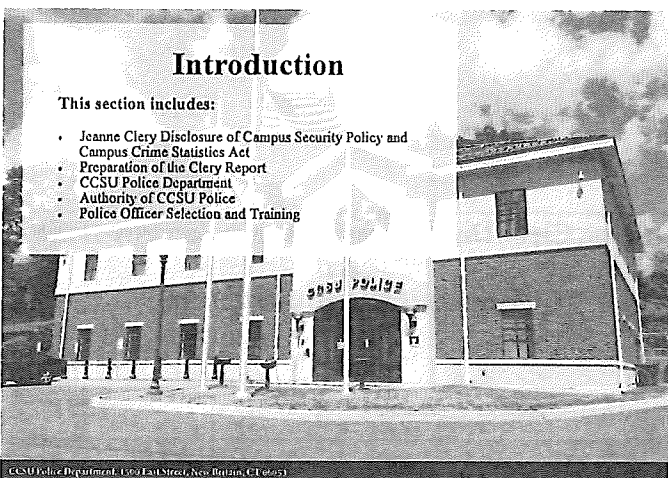
**Central CT State University
Preparation of the Clery Report for 2015 to 2017**

The Records Manager at the CCSU Police Department is responsible for gathering the statistical data used in the preparation of this report. The manager relies upon the computerized records system of the CCSU Police for the bulk of this information as well as the Office of Student Conduct and the Office of Victim Advocacy. A request is also made annually to surrounding police departments for any information that may be relevant.

The Fire Incident section is prepared by the CCSU Public Safety Division of Administrative Affairs and submitted for inclusion in this publication.

This Clery Report is published annually, in October of each year, by the CCSU Police Department via the CCSU Police website. An email is sent to every student and employee each year that includes a brief description of the report's contents along with the address of the website where the report is published. Copies of the report are also available at the CCSU Police Department at 1500 East Street, New Britain, CT. Information regarding the Clery report is also noted on Human Resources Job Opportunities website for all position announcements.

Police Log: A publicly accessible log of all crimes is available at the CCSU police headquarters. As noted elsewhere, serious incidents may require notification of the campus community to help the police or to help prevent further crimes.



CCSU Police Department, 1500 East Street, New Britain, CT 06101

The CCSU community offers numerous advantages to students, staff, and visitors. While CCSU is a great place to live, work and study, it is not immune from the kinds of problems that concern the rest of the nation—including crime.

To diminish the likelihood of crime, the University undertakes a variety of measures. Included are not only the services of the Police Department, but also those of other departments whose policies and services support a safe campus. However, no matter how effective the University's programs may be, the primary responsibility for safety and security lies with each of us. No police department or set of procedures can be effective unless individuals exercise reasonable care and prudence. Let's work together; safety and security is everyone's responsibility.



Gregory B. Sneed
Chief of Police

CCSU Police Department



The CCSU Police Department is headed by a Chief of Police who reports to the President of the University through the Chief Administrative Officer.

The Police Department's primary mission is the protection of lives and property at CCSU. It is committed to carry out this role in a manner that respects and protects the rights of all individuals to learn, create, grow, live and work in an atmosphere of mutual respect. For us, "quality" not only reflects the kind of service we pledge to provide, but also describes the kind of life on campus we support.

The police are on campus and on call 24 hours a day, 365 days a year. Their duties include, but are not limited to:

- Patrolling the University around the clock.
- Responding to a full range of emergency and routine calls for service.
- Crime prevention/education activities.
- Investigation of crimes.
- Enforcement of state criminal and motor vehicle laws and campus regulations.
- Dispatch and emergency communications, 24/7.

Additionally, because public safety is everyone's concern, an important role of the Police Department is to act as a safe campus advocate by sharing ideas and proposals that help shape the public safety dimensions of the services, programs and policies of other public safety "stakeholders."

Authority of the CCSU Police

Each of Connecticut's 4-year universities has its own police department accountable to the president of each university. Each of these police agencies is also empowered to act in the same capacity as municipal police departments and each maintains a well equipped and highly trained department that operates 24 hours a day, 365 days a year. Officers are armed and possess full authority pertaining to arrest, search and seizure. The jurisdiction of the CCSU Police is generally limited to the geographic limits of the University. However, CCSU officers also have the authority to act anywhere in Connecticut regarding a felony and may also use their powers off campus under a regional mutual aid compact. Under this agreement and at the request of the New Britain Police Department, CCSU officers routinely assist the New Britain Police in patrolling and responding to calls for service in the neighborhood surrounding the campus.



Relationships with other Law Enforcement Agencies

The University and its Police Department enjoy excellent relationships with the New Britain Police Department, other municipal police departments, the Connecticut State Police and various federal law enforcement agencies. While the CCSU Police Department exercises primary police jurisdiction on the campus, the New Britain Police, the Connecticut State Police and other municipal law enforcement agencies have the authority to act on the campus as well.

NOTE: Other police agencies and the New Britain Police Department in particular, may notify the CCSU Police Department and/or the University if CCSU students are arrested off campus. In some cases, this may also lead to University sanctions for the misconduct.

Police Officer Selection and Training

The staff of the University Police Department consists of approximately 30 people, 22 of which are sworn police officers. Full-time and part-time civilian employees, including students, provide support in such functions as administration, security, communications, and parking enforcement. All of our police officers are subject to the stringent requirements imposed upon all police officers in Connecticut. To be selected, potential police officers must pass a written examination, physical fitness evaluation, oral interview and a background investigation that includes a polygraph examination, psychological screen and drug screen. Upon selection, CCSU recruits train with police recruits from municipalities across the state at the Connecticut Police Academy in Meriden. The basic training course (spanning about 22 weeks) is supplemented by at least 10 additional weeks of field training and continual training in specified areas to maintain their certification. Similarly, our dispatchers must meet certification standards through training in the skills of managing a communications center.





Crimes, Emergencies and Evacuation

This section includes:

- Reporting Crimes and Emergencies
- Confidential and Voluntary Reporting
- LiveSafe—Reporting
- Emergency Notification System & Timely Warnings
- Evacuation Procedures



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Reporting Crimes and Emergencies

Crimes in progress and other emergencies should be reported by dialing 911 from any phone. Whenever possible, the actual victim or witness of the crime should call directly. First hand information is always more accurate and complete. If someone merely gives you the information and leaves, please include this information.

Emergency phones, known as "Code Blue Telephones," are strategically located across the campus and are connected directly to the police dispatch center on campus. A call to the police also activates the blue strobe light at many of these telephones.

The CCSU PD Communications Center is staffed 24 hours a day by trained public safety dispatchers. The dispatchers receive calls from the Code Blue phones, campus business lines and 911 calls relayed from the City of New Britain Public Safety Answering Point. Upon receiving calls for service, dispatchers assign the appropriate police officers, firefighters, or emergency medical staff to respond.



When calling 911 or the CCSU PD to report a crime or incident, please be ready to give information such as: a brief description of the occurrence, when and where the incident occurred, weapons the suspect carried, where and when the suspect was last seen, description of the suspect (including gender, race, age, height, weight, hair color/length, clothing, facial hair, tattoos/scars) and any other relevant information. In addition to the importance of accurate and prompt reporting of all crimes, timely information assists in developing information and warnings for the campus.

Calling for Other Police Assistance

For non-emergency assistance, please call the CCSU PD at 860-832-2375. The University Police Department is located at 1500 East Street in New Britain, CT and is open 24 hours a day. The administrative services portion of the department is open from 8 a.m. to 4 p.m., Monday through Friday.

Voluntary and Confidential Reporting of Crimes

Except as noted below, the University does not have a reporting system for annual crime statistics that is both voluntary and confidential. Victims or witnesses to a crime are encouraged to report what they know about a crime to the police. The CCSU Police welcome all such information and, under some circumstances, will safeguard confidentiality. However, neither the police nor the University can guarantee confidentiality in all instances, particularly where the information pertains to an offense or an alleged offender that may affect the safety of others on campus. Indeed, in such cases a University employee (except a medical practitioner or professional counselor) may be required to divulge information to the police or others on a need to know basis. Pastoral and professional mental health counselors are encouraged to gather information on crimes reported to them, on a voluntary and confidential basis, for inclusion in the annual security report.

Anonymous Reporting of Crimes

To report any crime anonymously, go to www.ccsu.edu/police/ and select "Anonymous Crime Report" from the left menu. This form is for reporting crimes anonymously to both the CCSU Police Department and other University Departments as needed. The information in this form will assist in the compilation of statistical records for crimes that occur on the CCSU campus or surrounding area in compliance with federal and State laws and Board of Regents policies. A person who has been a victim of a crime may fill out this form him/herself or may ask a third party (such as a friend or a counselor) to do so. If this is an emergency, please call 911!

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Other Campus Security Authorities (CSA)

You may also report crimes to individuals who are not members of the Police Department or the Office of Diversity and Equity. Other CSA's may include RAs, athletic coaches, Title IX coordinators, or an ombudsperson.

LiveSafe—Crime Reporting

LiveSafe is a mobile safety communications platform, which provides users the tool to do something right from their mobile phone. From sharing information on concerning behavior to reporting safety hazards, the LiveSafe platform delivers two-way, real-time interactions that include location-tagged text, calls, photos and videos; scalable mass notifications; relevant safety resources and peer-to-peer safety tools.

LiveSafe puts a mobile security system in the hands of everyone, deputizing faculty, staff and students so they can feel involved and empowered to do something when they see something. Users can send text, photos, videos and precise location information to report incidents ranging from routine maintenance needs, to suspicious activity and/or to safety threats. LiveSafe's cloud-based command dashboard receives tips in real time and allows security officials to respond via secure live chat. It is the "**Do Something**" for "See something, Say something"

CCSU Emergency Notification System & Timely Warnings

Timely Warnings for Crimes

In the event that a crime (listed in the Clery Act) or a series of crimes constituting a serious or continuing threat to the campus community, a campus wide "timely warning" will be issued. This is a decision made by the Chief of Police. Depending upon the situation, the CCSU Police will work with the Office of Marketing and Communications on distribution through campus email, LiveSafe or other means, (e.g., postings, direct distribution of flyers, the campus' student newspaper, and campus websites). CCSU may also use its CCSU ALERT system if warranted.

CCSU Emergency Notification Systems

CCSU has an Emergency Notification System (CCSU ALERT) that focuses on emergency notifications in concert with a public safety response to avert threats and minimize the potential consequences of campus emergencies. Emergency notifications are sent to the entire campus community.

What to Expect

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community, the CCSU Police will activate (unless doing so will compromise efforts to contain the emergency):

- External loudspeakers, tones and voice messages (Whelen System)
- SMS Text/Voice messaging system (Everbridge System—all employees and students are enrolled)
- Computer alert system
- Messages directly through the LiveSafe app or an SMS text, push notification or email.

What Should You Do and Why?

- Evacuate the building in case of a fire alarm or other specific instructions to do so.
- Otherwise seek shelter immediately in the nearest building away from doors and windows.
- Secure your area, lock doors and windows, close blinds, prevent suspect from accessing victims.
- Only call 911 if you or others are in danger (Calling 911 for information prevents the receipt of emergency calls.)
- Do three things: remain calm, do not take unnecessary risks, follow instructions.

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Time is of the essence in an emergency and the police may not have or be able to convey very much detail about the emergency. Therefore, initial messages will merely alert you that a particular type of emergency (e.g., crime or hazardous condition) is taking place on campus. As soon as it is practical, additional information will be posted through the CCSU website or via the Everbridge system.

How are Notification Decisions Made?

When a situation is reported to CCSU Police, the department will immediately respond and investigate. Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community, CCSU will, without delay and taking into account the safety of the community, determine the content of the notification and initiate notifications UNLESS the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims, contain or mitigate the emergency.

System Activation

The confirmation of a "significant emergency" and, therefore, the activation of the alert is generally the responsibility of the Chief of Police based upon the police response to an emergency and in consultation with the Chief Administrative Officer in accordance with the Emergency Response Management Plan. In other emergencies where the need for notice is less immediate, the decision to activate a CCSU ALERT will be made by senior management officials. Such alert messages may be more specific and may take advantage of other supplemental notification methods depending upon the situation. CCSU ALERT is pre-loaded with a series of emergency messages to streamline the notification process which can all be modified to address specific threats.

When it's Over

When the emergency is over the CCSU ALERT system will also be used to make that notification.

Are the Notification Systems Tested?

Yes. Both of the primary notification systems (Everbridge and Whalen) are tested at least annually. Tests as well as drills (i.e. University officials practicing their roles for a staged incident) are announced to the campus community in advance and coincide with a reminder regarding emergency response and evacuation procedures. A standard emergency message is sent at the beginning of the drill/test. Another notification is sent at the conclusion of the test/drill. The notifications are sent to the campus community via notifications on computer screens, voicemail, and text messaging. An actual emergency that results in an activation of CCSU ALERT will be considered an unannounced test of the system.

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Emergency Evacuation Procedures/Plan

Introduction

This Evacuation Plan identifies procedures for: evacuation; emergency shut down; evacuation rally points and headcounts; safe distances, places of refuge and shelter-in-place. This Plan complies with the requirements of 29 CFR 1910.38. Evacuation maps for dormitory buildings are posted in each dormitory room. The purpose of this Plan is to ensure a safe, orderly evacuation of CCSU employees, students, visitors, and contractors.

Evacuation Procedures

The decision to evacuate all or part of the campus will be made by the Chief of Police, Director of Facilities, Director of Environmental Health and Safety, or his/her designee, in conjunction with approval from the President. If there is an immediate threat to lives, the on-scene Incident Commander may order an evacuation. If necessary, the CCSU Police Dispatch Officer will give evacuation notice by activating fire alarms or by phone, radio, the Everbridge emergency notification system, or by individual contact as the situation warrants. Anyone recognizing the immediate need to evacuate a building should do so by manually pulling a fire alarm and calling 911 or CCSU Police at 860-832-2375.

In the event of a building evacuation, CCSU students, personnel, and visitors should follow the following procedures:

1. Evacuate the building immediately. Exit routes in all buildings are marked with illuminated exit signs. If others do not respond to the alarm or do not know of the evacuation, inform them of the need to evacuate immediately.
2. Personnel should evacuate by means of the nearest available marked exit.
3. Upon evacuation, do not stop to take any belongings, etc. from the building. Use stairways and not elevators.
4. Staff in labs or in locations with power machinery should ensure equipment is placed in a safe condition prior to leaving. This should be done as expeditiously as possible and only if it can be accomplished safely.
5. When out of the building, stay at a safe distance from the building (at least 300 feet away) and out of the way of emergency personnel.
6. If you suspect that anyone is still inside the building, notify the emergency responders at the scene.
7. Stay upwind from smoke or chemical clouds.
8. Stay at a safe distance from the building until told to reenter or receive other directions from authorities onsite.
9. Stay with classmates, fellow CCSU employees, etc. so that a head count may be taken if necessary.
10. Follow any further directions authorities on site might give.

New Britain Fire Department and/or CCSU Police personnel will check the incident site and make sure everyone has evacuated. A decision to evacuate the campus may cause specifically trained employees to properly shut down certain operating equipment, according to established departmental procedures and for employees, visitor and contractor to leave the campus quickly and safely.

Evacuation Routes

All personnel should take the step of advanced planning to learn where the exits are located in the building in which they normally work. University students and personnel are in many different buildings during the day and may not be familiar with the nearest exits. Make note that the nearest exit may not be the main entrance to the building.

Faculty and instructors should become familiar with the locations of exits from the classrooms where they teach in order to inform their students of the nearest exits if an evacuation is ordered.

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If a campus-wide evacuation is necessary, which is extremely unlikely, the employees and students will follow the directive issued by the Incident Commander. CCSU will provide instruction, transportation, and shelter in a safe place when necessary. Evacuation centers will provide only temporary shelter until the emergency is over.

People Needing Assistance

Personnel who cannot evacuate a building without assistance should seek areas of refuge and notify someone of your location by calling 911 or CCSU Police 860-832-2375. In all buildings, the stair landings are a safe area. In some buildings, there are actually designated areas of refuge with which you should become familiar.

In buildings that have a full sprinkler system, areas of refuge are not required. Go to any room and close the door to block smoke and ensure that someone is notified of your location.

Personnel needing assistance, who have disclosed this condition to the university, are listed in building locations according to where they live or work. Upon building evacuation, Police Dispatch is alerted to the locations of these people and will respond accordingly.

Accounting for People During an Evacuation

A University poses a unique problem for accounting for all students and personnel in the event of an evacuation. The number of people in a building can change by over a thousand in a period of minutes. To account for this, the following approach will be used to ensure the safety of staff, students, and visitors.

Each department head or chairman should have a copy of a current list of all employees in his/her department, to be updated annually. This person is responsible for accounting for their employees and communicating with emergency response personnel.

During an evacuation of a building, it is the responsibility of all university employees as they evacuate to look for any person who cannot evacuate the building for any reason and to notify emergency personnel outside the building.

In classrooms and labs, the instructor should be the last one out of the room to ensure that all students have left. Instructors should direct their classes to the most expedient way of exiting the building and instruct them to move at least 300 feet from the building after exiting. After evacuating, the instructor shall remain with his/her class and communicate any pertinent information to emergency responders.

Once outside, it is the responsibility of all university employees to assist in moving people at least 300 feet from the building and to ensure that nobody remains around the exit.

Building Re-entry

Emergency response personnel will notify students and employees when the building may be re-entered. All employees should assist in ensuring that nobody enters the building until emergency personnel have given the clearance to re-enter the building. Many times audible alarms are silenced to allow emergency personnel to communicate within the building. The silencing of alarms is NOT a signal to re-enter the building.

Active Shooter—Special Instructions for Acting When There's an Armed Intruder

- Run—If an escape route is accessible, attempt to evacuate the premises. Warn others and call 911 when you can.
- Hide—If you cannot escape, find a place to hide where a shooter is less likely to find you.
- Fight—As a last resort take action against the shooter when facing imminent injury or death. Attempt to disrupt and/or incapacitate the shooter.

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- Seek additional information via the CCSU website

Shelter in Place—Hazardous Materials (HAZMAT) Release

- If advised to shelter for a HAZMAT incident, immediately seek shelter in nearest facility.
- Close and lock all windows, exterior doors and any opening to the outside.
- If possible, move to an interior room above ground floor with fewest windows and vents.
- Do not leave the building until authorized by fire or police officials.

Emergency Building Evacuation for People With Physical Disabilities

In the event of an emergency that may require a building evacuation, the following procedure is recommended:

- Call 911 and tell the dispatcher your location and remain where you are by sheltering in place. If you are unable to call 911, tell others of your location to inform emergency personnel.
- Have a sounding device, such as a whistle, to alert emergency personnel, and a small flashlight.



Crime Prevention and Programming

This section includes:

- Crime Prevention
- Student Responsibility
- Student Conduct
- Drugs and Alcohol
- Missing Student Notification

Crime Prevention and Programs

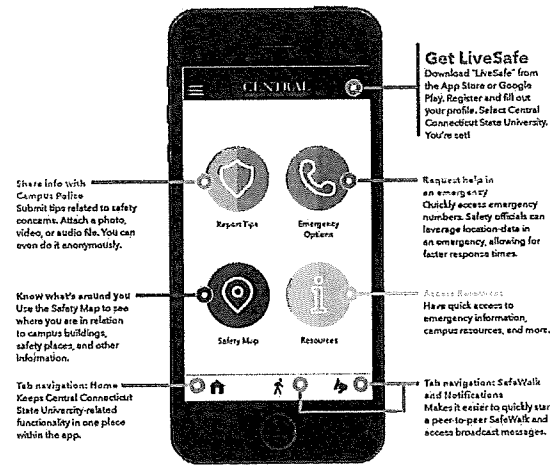
- **Education:** The CCSU Police Department works closely with Residence Life to provide up-to-date and meaningful presentations to the resident community about crime on the CCSU campus. Upon request, CCSU police officers are available for presentations on:
 1. Campus Safety
 2. Drug/Alcohol Abuse
 3. Sexual Assault Awareness on Campus
 4. Domestic Violence
 5. DUI Laws and Enforcement
 6. K-9 Demonstration
 7. Vandalism
 8. Bicycle Safety
 9. Date Rape Drugs and Other Drugs
- **Crime Analysis:** On an ongoing basis, the Police Department monitors and analyzes reports of all crime on campus and, according to the results of that analysis, modifies patrols.
- **LiveSafe Safety Map:** Staying aware of your surroundings is one of the key steps to staying safe, regardless of where you are. The Safety Map enables you to quickly see where you are and what's around you in both familiar and new locales.
- **Safety Escorts:** Using student workers, public safety assistants or police officers, concerned students will be escorted within the campus.
- **Engraving:** The Police Department will assist students in engraving items of value.
- **Emergency Telephones:** The University has installed many well-placed emergency telephones (Blue Light Phones) on campus that automatically dial into the police dispatch center on campus.
- **Student Patrol:** Students are employed by the Police Department to provide escorts and perform building security checks.
- **ID Cards:** All full-time students, faculty and staff have been issued photo ID cards, which they are required to possess at all times and must show upon request.
- **E-CHUG (Electronic Check-Up to Go):** A required interactive web survey for incoming CCSU students that allows college and university students to enter information about their drinking patterns and receive feedback about their use of alcohol. The assessment is self-guided, and requires no face-to-face contact time with a counselor or administrator.
- **The Sexual Violence Prevention Program (SVPP):** A required on-line program for all incoming CCSU students to complete. The interactive program provides information on healthy versus unhealthy relationships, consent, different forms of sexual violence, strategies for identifying and interrupting sexual violence, and how to help victims/survivors.

Security of and Access to Campus Facilities

- **Facilities Upkeep:** Facilities and grounds are maintained with safety in mind. The Facilities Management Department inspects campus facilities regularly, promptly make repairs affecting safety and security and responds to reports of potential safety and security hazards such as broken windows and locks. The grounds crew of the Facilities Management Department regularly monitors and responds to problems in landscaped areas of campus that may cause a safety hazard, for example shrubbery that impedes lighting.
- **Locked Residence Halls:** Residence halls are locked 24 hours a day, seven days a week. Students gain entry to the residence halls by a card access system that closely monitors access of all people in these areas.
- **Residence Hall Staff:** Each residence hall has a full-time, live-in Director with Residence Assistants on each floor.
- **Access Control and Security Cameras:** The University has invested significantly in the technology necessary to implement electronic access control and closed-circuit television cameras.

LiveSafe—Crime Prevention

LiveSafe application can be used from the user's cell phone as a means to improve safety and prevention efforts. For instance, faculty, staff and students can utilize the SafeWalk option. Utilizing GPS-enabled location technology, SafeWalk allows users to virtually walk family, friends and colleagues home or to another location by monitoring their location on a real-time map. Based off initial location and intended destination, hands-free smart alerts are sent to both parties if the user doesn't arrive at the intended destination by the estimated time of arrival. Alerts are also sent when the user is delayed, has arrived or has summoned for help. Additionally, the Safety Map option can help navigate unknown areas by highlighting key locations, customized to the university. It also can be used to alert travelers to potentially dangerous areas.



Student Responsibilities and Crime Prevention

The cooperation and involvement of students in a campus safety program is absolutely necessary. The potential for problems is reduced when students follow sound safety-oriented practices. The residence halls will quickly feel like home—but you have to remember that you are not home. You must assume responsibility for your own personal safety and the security of your personal belongings by taking simple commonsense precautions. Look out for one another and behave as good citizens. Below are some helpful hints to help you reduce the chance of becoming a crime victim.

Remember, you are part of the "security system" at CCSU. If you do not engage in safe practices, you place yourself and others at great risk.

- Lock your door when you leave and take your keys with you, no matter how long you will be gone. It only takes a few seconds to be "ripped off."
- Lock your door when you and/or your roommate are sleeping.
- Do not leave notes on your door telling the world that no one is in or when you will return. It's an open invitation for theft.
- Keep wallets, purses, checkbooks and jewelry out of sight and locked up if possible. Do not keep large sums of money on hand and routinely check your checkbook to see if any checks are missing.
- Keep a record of all your valuable items, noting description, serial number and approximate value of the items. In some cases you should consider taking pictures of them. These records should be kept in a secure location. Also, keep a copy with your parents.
- Check with your parents' insurance company to see if your property is covered under their homeowner's policy while you're living at school.
- Do not loan your room keys or access control card to anyone.
- Do not attach your keys to your University ID; it's another invitation for theft.
- Do not allow strangers into your room.
- Only allow responsible visitors to your residence halls. You are responsible for their behavior.
- Register your residence hall guests.
- Do not open your door unless you know who is on the other side, especially at night.
- Do not allow door-to-door salespeople to enter the residence hall or your room. CCSU policy prohibits soliciting in any building without prior written approval from the University.
- Do not leave valuables, particularly electronic devices such as a cellphone, in your vehicles.
- Lock your car!
- Do not prop doors open.
- Use only the authorized exits, except in an emergency.
- Do not use your identity to allow a stranger into the residence halls.
- Report any suspicious person or activity to the University Police. (860) 832-2375.

Student Conduct

- Students have the same responsibility to obey the law, on and off campus, as any other citizen.
- Misconduct by anyone may violate either University policy or the law, or both.
- Misconduct that is ONLY a violation of University policy may subject one to campus disciplinary processes, e.g., the Student Code of Conduct.
- Misconduct that is a violation of the law may subject one to arrest and prosecution, AND if the law violation is ALSO a violation of University policy, the University may take administrative action as well.

Drugs and Alcohol

The University has a strong commitment, not only to a safe campus, but also to an environment that supports the development of healthy lifestyles. CCSU regards the abuse of drugs and alcohol as inappropriate behaviors that are inconsistent with the goals of the University. In support of this view the University has promulgated restrictive policies regarding the possession and use of drugs or alcohol on campus. Education and counseling programs support these policies. The policy statements related to alcohol and other drug abuse may be found in the Student Handbook. In addition to possible violations of University policy, the CCSU Police, as well as other municipal, state or federal agencies will enforce the laws pertaining to alcohol and drugs including statutes relating to underage drinking.

NOTE: Both the New Britain Police Department and the CCSU Police Department have stepped up enforcement measures related to complaints of alcohol abuse and/or loud parties in the neighborhood surrounding the campus. Underage drinking is illegal.

Alcohol and Drug Education

Please see the Student Handbook section related to this topic at: Student Wellness Services, Office of Wellness and Education. The Student Handbook can be accessed by clicking on the link: [Student Handbook](#)

Weapons

The possession or use of firearms, fireworks, dangerous weapons or unauthorized chemicals is strictly prohibited and in many cases also violates state or federal law.

Monitoring of Off-Campus Student Organizations

CCSU does not recognize any off-campus student organizations including any with off-campus housing facilities. Therefore, CCSU has no policy regarding the monitoring and recording of such facilities through the local police.



Missing Student Notification Policy

How to Report

If a member of the University community has a reason to believe that any community member is missing or that foul play may be involved, he or she should immediately notify CCSU Police (860) 832-2375.

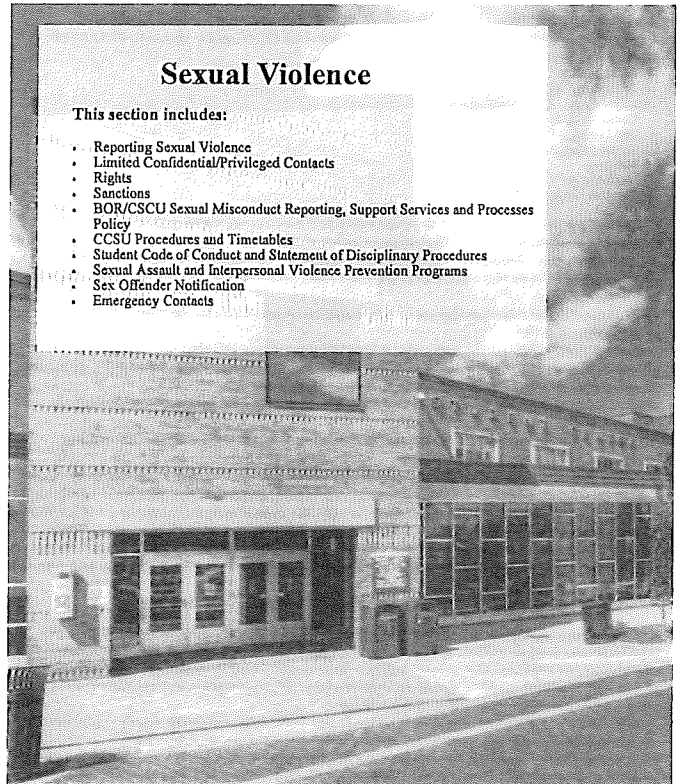
Notification of Emergency Contact

CCSU Police will generate a missing persons report, initiate an investigation, notify other law enforcement agencies and notify the student's emergency contact after determining that the student is missing.

In the case of any missing student under the age of 18 and who is not an emancipated individual, the CCSU PD will notify the student's parent or legal guardian immediately after a determination that the student has been missing. For any student, if the CCSU PD is unable to contact an emergency contact person or parent/guardian as provided above, the CCSU PD will contact that person's local law enforcement agency in order to make contact with such person.

Maintaining Emergency Contact Information

Students are required to review and update their own contact information, as well as the name and address of an Emergency Contact, before registration. This requirement ensures that CCSU is able to alert students about campus emergencies and to reach emergency contacts in the event a student is involved in an emergency. Students can update their Emergency Contact Name and Address by clicking on the Central Pipeline link at the top of www.ccsu.edu page and choosing "Students." On the Central Pipeline Students page, click on the WebCentral-Banner Web link. Log into the WebCentral and click on "Update Contact Information" on the "Home" tab. A student's confidential contact information will be accessible only by authorized campus officials and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation.



Sexual Violence

Sexual violence (sexual assaults and other forms of intimate partner violence) continues to be of great concern on campuses nationwide. CCSU wants you to know first and foremost that **sexual violence is a crime**. The CCSU Police will vigorously investigate all reported sexual violence and will work closely with victims, victim's service agencies, other law enforcement agencies and the prosecutor's office to bring perpetrators to justice.

CCSU policies on sexual violence cover four vital areas:

1. Reporting/Reporting Options
2. Contact Information
3. Rights
4. Sanctions

Reporting Sexual Violence

In any emergency, call 9-1-1. If no immediate emergency exists and the assault...

- Occurred off campus, contact local police for assistance. (At your request, CCSU Police will assist you in making contact with appropriate officials.)
- Occurred on campus, call CCSU Police at 860-832-2375.
- If you become a victim of a sexual assault, you should seek medical attention immediately. Do not wash, eat, use a restroom, bathe, douche, change your clothes or straighten up the area where the attack occurred. Call the Police, Sexual Assault Crisis Service or simply go to a hospital emergency room. Why? Because sexual assault is one of the only crimes in which the victim's body is also the crime scene. If a victim doesn't take these precautions, evidence of the crime may be lost.
- Time is of the essence. Medical evidence needs to be collected within 72 hours of an assault in case you decide - now or later - to press charges. Collecting the evidence keeps your options open.
- If you are still wearing the clothing you had on during the assault, take a change of clothes with you to the hospital, as your clothes may be needed for evidence. If you have already changed, the clothes worn during the assault will be needed at the hospital. Do not transport the clothes in plastic bags or containers - to preserve the evidence use clean paper bags, clean sheets, or a clean pillowcase to wrap your items.
- Do not keep the incident bottled up inside you; seek help from a support group and talk about it. You have the right to report all cases of sexual assault to the University Police Department even if you don't wish to press charges. The information you provide to the University Police Department may be helpful in preventing further attacks and even lead to the arrest of the offender. The most important point to remember is to get the medical attention and the support you need.

Q. Why Report? A. Because reporting preserves your options.

Because sexual assaults seldom occur with witnesses present, physical evidence may be crucial in helping to establish the facts of the case or to link a suspect to the crime. Therefore, to the extent possible, the scene of the assault should be preserved for the police and you should seek medical attention before bathing. If you choose to report the matter to the police, either directly or with assistance, they will begin their investigation immediately. This will maximize their chances of gathering the amount of evidence necessary to justify an arrest and conviction of the suspect. If you change your mind after making an initial report, the police will not compel you to proceed. Conversely, if you elect not to report the matter to the police initially, but change your mind later, you may do so. However, while the police will do their best, delays in beginning the investigation may result in lost physical evidence or otherwise diminish the ability of the police to establish the level of proof necessary to either arrest or convict a perpetrator.

Reporting Options/Protective Measures

While the university encourages victims to report crimes to the police, this is a very personal decision. Some find it more comfortable to first seek medical attention and/or counseling or mental health services. HELP IS AVAILABLE in the form of professional assistance in accessing and utilizing campus, local advocacy, counseling and health services (including mental health). The service options listed on the chart on page 49 describes their availability and the degree of confidentiality. Regarding the issue of confidentiality, the University will make all reasonable efforts to maintain the confidentiality of parties involved in sexual assault investigations. However, CCSU reserves the right to designate which University officials have a need to know about individual conduct complaints. Additionally, the University has an obligation to scrutinize reports of sexual assaults, whether or not the police investigated the matter. To help you decide upon seeking assistance, the reporting options below describe two types of confidentiality.

It is important to note that the ODE/OSC and police processes are separate. You have the right to file reports with both, one or neither systems. CCSU's Office of Victim Advocacy can provide information on options and can assist you with making reports.

Sarah Dodd – CCSU's Office of Victim Advocacy
 860-832-3795
sarahdodd@ccsu.edu
 Carroll Hall, Room 248
 M-F, 9 AM – 5 PM from mid-August thru mid-June

Limited Confidential Contacts/Confidentiality

- Will guard your privacy to the extent permitted by the law;
- Have an obligation to ensure notice to appropriate campus authorities so that the University may take necessary steps to protect the community as a whole and to consider and impose appropriate disciplinary measures;
- Must share **non-personally identifiable** information with the police for statistical purposes to comply with federal law;
- Must share enough information to allow officials to consider whether or not a "timely warning" is warranted to alert the campus to a serious and ongoing threat to their safety;
- Must share enough information so that University officials may determine any need to undertake action;
- To the extent possible, will limit communications to a finite group of people on a need-to-know basis; and
- May have to disclose information upon request unless an exception applies under Connecticut's Freedom of Information Act.

Privileged Contacts

- Cannot disclose communications without the reporter's consent to any other person, except under very limited circumstances such as an imminent threat of danger to self or others;
- Offer you options and advice without any obligation to tell anyone, unless you want them to;
- Will help you report incidents to the police or others who can take action against a perpetrator – with your permission;
- Keep you in full control over what happens next; and
- Permit you to seek assistance from them without starting a chain of events that takes things out of your control or violates your privacy.

Rights

Victim Rights: As a victim of sexual violence you have the right to:

- Notify law enforcement of such assault or violence.
- Receive assistance from campus authorities in making any such notification.
- Obtain a "protective order" and/or apply for a temporary "restraining order" through the court or seek enforcement of an existing protective or restraining order.
- Seek changes in academic, living, campus transportation or working conditions in response to your victimization. Options will be considered on a case-by-case basis, if so requested by the victim.
- Choose to decline to notify local law enforcement authorities, including on-campus and local police or to pursue criminal charges.

Immediately following a crime, victims have rights, including the right to:

- Help in obtaining emergency care.
- Be notified about arrest and court proceedings. Arraignment may occur the day after the arrest. Contact the clerk of the court to check on status, court date and location.
- Timely disposition of the case after the arrest of an accused.
- Reasonable protection from the accused.
- Get information on services and agencies that help victims.
- Apply to the Office of Victim Services for crime-related financial assistance.
- Return of property that the police took for investigating the crime.
- Be treated with fairness and respect throughout the criminal justice system process.
- Choose to decline to notify local law enforcement authorities, including on-campus and local police or to pursue criminal charges.

Sanctions

University Sexual Assault Protocols unequivocally state that sexual assault is a crime, as well as a violation of the Student Code of Conduct and/or other University policies.

Sexual assault offenders, in addition to arrest and the full processes of the criminal justice system, may also be subject to the campus disciplinary system (students or staff). For example:

- If the person who assaulted you is a student, you may seek disciplinary action against this person through the Office of Student Conduct.
- Human Resources may impose sanctions against an employee based upon an investigation by that department, the Police Department, or the Office of Diversity and Equity.

You may take these actions in conjunction with, or independently of, a criminal prosecution. The University Police will assist you in this process as well. With respect to student offenders, procedures and penalties are enumerated on the next page, which is also located in the Student Handbook. Campus disciplinary procedures include provisions that allow both the accused and the accuser to have others present during the hearing and to ensure that both are informed of the outcome of the proceeding including any sanctions that are imposed.

BOR/CCSU Sexual Misconduct Reporting, Support Services and Processes Policy

Central Connecticut State University Statement

Central Connecticut State University (CCSU) will not tolerate sexual misconduct against students, staff, faculty, or visitors, whether it comes in the form of intimate partner violence, sexual assault, sexual exploitation or sexual harassment, as defined in the BOR policy. In an ongoing effort to prevent sexual misconduct and intimate partner violence on the CCSU campus, the University provides education and prevention programs for the CCSU community and pursues all criminal and administrative remedies for complaints of sexual misconduct.

CCSU is a community dependent upon trust and respect for its constituent members: students, faculty, staff and those visiting or under temporary contract. As noted in CCSU's Violence Free Campus Policy, members of the University community have the right to a safe and welcoming campus environment. Acts of sexual misconduct and intimate partner violence threaten personal safety and violate the standards of conduct expected of community members.

Individuals and Entities Affected by this Policy

This policy applies to anyone on the property of Central Connecticut State University, as well as anyone present at CCSU-sponsored programs or events. This policy extends to off-campus violations of both students and employees in limited circumstances as noted below:

Students: "Off-campus misconduct may be subject to the jurisdiction of the University and addressed through its disciplinary procedures if one of the following conditions is met: (i) a student engages in prohibited conduct at an official University event, at a University-sanctioned event, or at an event sponsored by a recognized student organization; or (ii) a student engages in prohibited conduct under such circumstances that reasonable grounds exist for believing that the accused student poses a threat to the life, health or safety of any member of the University community or to the property of the University."¹

Employees: The decision of whether to investigate and discipline employees for off-campus misconduct will be made by the appropriate university administrator on a case-by-case basis in accordance with collective bargaining agreements, CSU/University policies, and state regulations.

Statement of Policy

The Board of Regents for Higher Education (BOR) in conjunction with the Connecticut State Colleges and Universities (CSCU) is committed to insuring that each member of every BOR governed college and university community has the opportunity to participate fully in the process of education and development. The BOR and CSCU strive to maintain a safe and welcoming environment free from acts of sexual misconduct and intimate partner violence. It is the intent of the BOR and each of its colleges or universities to provide safety, privacy and support to victims of sexual misconduct and intimate partner violence.

The BOR strongly encourages victims to report any instance of sexual misconduct, including sexual harassment, sexual assault, sexual exploitation, stalking and intimate partner violence, as an effective means of taking action by reporting such acts to the appropriate officials and pursuing criminal or disciplinary remedies, or both. The only way that action can be taken against anyone who violates another in such a manner is through reporting. Each and every BOR governed college and university shall provide those who report sexual misconduct with many supportive options, including referral to agencies that provide medical attention, counseling, legal services, advocacy, referrals and general information regarding sexual misconduct. Each and every BOR governed college and university will preserve the confidentiality of those who report sexual misconduct to the fullest extent possible and allowed by law. All BOR and CSCU employees, victim support persons and community victim advocates being consulted will make any limits of confidentiality clear before any disclosure of facts takes place. Other than confidential resources as defined above, in addition to employees who qualify as Campus Security Authorities under the Jeanne Clery Act, all BOR and CSCU employees are required to immediately communicate to the institution's designated recipient any disclosure or

¹CCSU Student Code of Conduct, Part B

report of sexual misconduct received from a student as well as communicate any disclosure or report of sexual misconduct the employee received from another employee when misconduct is related to the business of the institution.

Affirmative consent must be given by all parties before engaging in sexual activity. Affirmative consent means an active, clear and voluntary agreement by a person to engage in sexual activity with another person. Sexual misconduct, as defined herein, is a violation of BOR policies and, in addition, may subject an accused student or employee to criminal penalties. The BOR and each of its governed colleges and universities are committed to providing an environment free of personal offenses. Sexual relationships of any kind between staff, faculty and students are discouraged pursuant to BOR policy.

The Board of Regents for Higher Education hereby directs the Connecticut State Colleges and Universities to implement the Policy stated above pursuant to the following provisions:

Terms, Usage and Standards

Consent must be affirmed and given freely, willingly, and knowingly of each participant to desired sexual involvement. Consent is a mutually affirmative, conscious decision – indicated clearly by words or actions – to engage in mutually accepted sexual contact. Consent may be revoked at any time during the sexual activity by any person engaged in the activity.

Affirmative consent may never be assumed because there is no physical resistance or other negative response. A person who initially consents to sexual activity shall be deemed not to have affirmatively consented to any such activity which occurs after that consent is withdrawn. It is the responsibility of each person to assure that he or she has the affirmative consent of all persons engaged in the sexual activity to engage in the sexual activity and that affirmative consent is sustained throughout the sexual activity. It shall not be a valid excuse to an alleged lack of affirmative consent that the student or employee responding to the alleged violation believed that the student reporting or disclosing the alleged violation consented to the activity (i) because the responding student or employee was intoxicated or reckless or failed to take reasonable steps to ascertain whether the student or employee reporting or disclosing the alleged violation affirmatively consented, or (ii) if the responding student or employee knew or should have known that the student or employee reporting or disclosing the alleged violation was unable to consent because the student or employee was unconscious, asleep, unable to communicate due to a mental or physical condition, or incapacitated due to the influence of drugs, alcohol or medication. The existence of a past or current dating or sexual relationship between the persons involved in the alleged violation shall not be determinative of a finding of affirmative consent.

Report of sexual misconduct is the receipt of a communication of an incident of sexual misconduct accompanied by a request for an investigation or adjudication by the institution.

Disclosure is the receipt of any communication of an incident of sexual misconduct that is not accompanied by a request for an investigation or adjudication by the institution.

Sexual misconduct includes engaging in any of the following behaviors:

(a) **Sexual harassment**, which can include any unwelcome sexual advance or request for sexual favors, or any conduct of a sexual nature when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's education or employment; submission to or rejection of such conduct by an individual is used as a basis for academic or employment decisions affecting the individual; or such conduct has the purpose or effect of substantially interfering with an individual's academic or work performance or creating an intimidating, hostile or offensive educational or employment environment. Examples of conduct which may constitute sexual harassment include but are not limited to:

- Sexual flirtation, touching, advances or propositions
- Verbal abuse of a sexual nature
- Pressure to engage in sexual activity
- Graphic or suggestive comments about an individual's dress or appearance
- Use of sexually degrading words to describe an individual

- Display of sexually suggestive objects, pictures or photographs
- Sexual jokes
- Stereotypic comments based upon gender
- Threats, demands or suggestions that retention of one's educational status is contingent upon toleration of or acquiescence in sexual advances.

Retaliation is prohibited and occurs when a person is subjected to an adverse employment or educational action because he or she made a complaint under this policy or assisted or participated in any manner in an investigation.

(b) **Sexual assault** shall include but is not limited to a sexual act directed against another person without the consent (as defined herein) of the other person or when that person is not capable of giving such consent.

Sexual assault is further defined in sections 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b and 53a-73a of the Connecticut General Statutes.

(c) **Sexual exploitation** occurs when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not otherwise constitute one of the preceding sexual misconduct offenses. Examples of behavior that could rise to the level of sexual exploitation include:

- Prostituting another person;
- Non-consensual visual (e.g., video, photograph) or audio-recording of sexual activity;
- Non-consensual distribution of photos, other images, or information of an individual's sexual activity, intimate body parts, or nakedness, with the intent to or having the effect of embarrassing an individual who is the subject of such images or information;
- Going beyond the bounds of consent (for example, an individual who allows friends to hide in the closet to watch him or her having consensual sex);
- Engaging in non-consensual voyeurism;
- Knowingly transmitting an STI, such as HIV to another without disclosing your STI status;
- Exposing one's genitals in non-consensual circumstances, or inducing another to expose his or her genitals; or
- Possessing, distributing, viewing or forcing others to view illegal pornography.

Sexual exploitation is further defined as a crime in Connecticut State Law.

(d) **Intimate partner, domestic and/or dating violence** means any physical or sexual harm against an individual by a current or former spouse or person in a dating or cohabitating relationship with such individual that results from any action by such spouse or such person that may be classified as a sexual assault under section 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b or 53a-73a of the general statutes, stalking under section 53a-181c, 53a-181d or 53a-181e of the general statutes, or domestic or family violence as designated under section 46b-38f of the general statutes. This includes any physical or sexual harm against an individual by a current or former spouse or by a partner in a dating relationship that results from (1) sexual assault (2) sexual assault in a spousal or cohabitating relationship; (3) domestic violence; (4) sexual harassment (5) sexual exploitation, as such terms are defined in this policy.

Offenses that are designated as "domestic violence" are against family or household members or persons in dating or cohabitating relationships and include assaults, sexual assaults, stalking, and violations of protective or restraining orders issued by a Court. Intimate partner violence may also include physical abuse, threat of abuse, and emotional abuse.

- Physical abuse includes, but is not limited to, slapping, pulling hair or punching.
- Threat of abuse includes but is not limited to, threatening to hit, harm or use a weapon on another (whether victim or acquaintance, friend or family member of the victim) or other forms of verbal threat.

- Emotional abuse includes but is not limited to, damage to one's property, driving recklessly to scare someone, name calling, threatening to hurt one's family members or pets and humiliating another person.
- Cohabitation occurs when two individuals dwell together in the same place as if married.
- The determination of whether a "dating relationship" existed is to be based upon the following factors: the reporting victim's statement as to whether such a relationship existed, the length of the relationship, the type of the relationship and the frequency of the interaction between the persons reported to be involved in the relationship.

(e) *Stalking*, which is defined as repeatedly contacting another person when contacting person knows or should know that the contact is unwanted by the other person, and the contact causes the other person reasonable apprehension of imminent physical harm or the contacting person knows or should know that the contact causes substantial impairment of the other person's ability to perform the activities of daily life.

As used in this definition, the term "contacting" includes, but is not limited to, communicating with (including internet communication via e-mail, instant message, on-line community or any other internet communication) or remaining in the physical presence of the other person.

Confidentiality

When a BOR governed college or university receives a report of sexual misconduct all reasonable steps will be taken by the appropriate CSCU officials to preserve the privacy of the reported victim while promptly investigating and responding to the report. While the institution will strive to maintain the confidentiality of personally identifiable student information reported, which information is subject to privacy requirements of the Family Education Rights Privacy Act (FERPA), the institution also must fulfill its duty to protect the campus community.

Confidential resources are defined as follows: For the Universities, entities with statutory privilege, which include campus based counseling center, health center and pastoral counseling staff members whose official responsibilities include providing mental health counseling to members of the University community as well as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. For the Colleges, confidential resources are limited to entities with statutory privilege, such as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. The personnel of these centers and agencies are bound by state statutes and professional ethics from disclosing information about reports without written releases.

Information provided to a confidential resource by a victim of a sexual misconduct or the person reported to have been the victim of sexual misconduct cannot be disclosed legally to any other person without consent, except under very limited circumstances, such as an imminent threat of danger to self or others or if the reported victim is a minor. Therefore, for those who wish to obtain the fullest legal protections and disclose in full confidentiality, she/he must speak with a confidential resource. Each BOR governed college and university will provide a list of such confidential resources in the College or University's geographic region to victims of sexual misconduct as well as publish these resources on-line and in various publications.

Where it is deemed necessary for the institution to take steps to protect the safety of the reported victim and/or other members of the campus community, the institution will seek to act in a manner so as not to compromise the privacy or confidentiality of the reported victim of sexual misconduct to the extent reasonably possible.

Mandated Reporting by College and University Employees

Other than confidential resources as defined above, in addition to employees who qualify as Campus Security Authorities under the Jeanne Clery Act, all employees are required to immediately communicate to the institution's designated recipient (e.g., Title IX Coordinator) any disclosure or report of sexual misconduct received from a student regardless of the age of the reported victim. All employees are also required to communicate to the institution's designated recipient (e.g., Title IX Coordinator) any disclosure or report of sexual misconduct received from an employee that impacts employment with the institution or is otherwise related to the business of the institution.

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- temporary restraining orders or protective orders prohibiting the harassment of a witness;
- family violence protective orders.

Employee Conduct Procedures

Employees who are reported to have engaged in sexual misconduct are subject to discipline in accordance with the procedures applicable to the employee's classification of employment.

Student Conduct Procedures

The Student Code of Conduct provides the procedures for the investigation, definitions of terms, and resolution of complaints regarding student conduct, including those involving sexual misconduct, as defined herein.

The Title IX Coordinator can assist in explaining the student conduct process. The Student Code of Conduct provides an equal, fair, and timely process (informal administrative resolution or a formal adjudication) for reported victims and accused students.

Reported victims of sexual misconduct shall have the opportunity to request that an investigation or disciplinary proceedings begin promptly; that such disciplinary proceedings shall be conducted by an official trained annually in issues relating to sexual misconduct and shall use the preponderance of the evidence (more likely than not) standard in making a determination concerning the alleged sexual misconduct.

Both the reported victim of sexual misconduct and the accused student are entitled to be accompanied to any meeting or proceeding relating to the allegation of sexual misconduct by an advisor or support person of their choice, provided the involvement of such advisor or support person does not result in the postponement or delay of such meeting as scheduled and provided such an advisor or support person may not directly address the Hearing Body, question witnesses or otherwise actively participate in the hearing process or other meeting pertaining to a report of sexual misconduct and each student shall have the opportunity to present evidence and witnesses on her/his behalf during any disciplinary proceeding.

Both the reported victim and accused student are entitled to be provided at the same time written notice of the results of any disciplinary proceeding, normally within one (1) business day after the conclusion of such proceeding, which notice shall include the following: the name of the accused student, the violation committed, if any, and any sanction imposed upon the accused student. Sanctions may range from a warning to expulsion, depending upon the behavior and its severity of the violation(s). The reported victim shall have the same right to request a review of the decision of any disciplinary proceeding in the same manner and on the same basis as shall the accused student; however, in such cases, if a review by any reported victim is granted, among the other actions that may be taken, the sanction of the disciplinary proceeding may also be increased. The reported victim and the accused student are entitled to be simultaneously provided written notice of any change in the results of any disciplinary proceeding prior to the time when the results become final as well as to be notified when such results become final.

In accordance with the Family Educational Rights and Privacy Act (FERPA), the accused student and the reported victim have the right to keep their identities confidential.

Dissemination of this Policy

Upon adoption by the Board all CSCU institutions shall, upon receipt, immediately post and maintain this policy at all times in an easily accessible manner on each institution's website. This policy shall thereafter be annually provided to all Title IX Coordinators, campus law enforcement officers and security personnel, and other campus personnel. Further, this policy shall be presented at student orientation and at student awareness and prevention trainings, and made broadly available at each campus. The policy shall be expanded upon by each institution to provide resources and contact information specific to their institution and geographic area as set forth above.

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Upon receiving a disclosure or a report of sexual misconduct, employees are expected to supportively, compassionately and professionally offer academic and other accommodations and to provide a referral for support and other services.

Further, in accordance with Connecticut State law, with the exception of student employees, any paid administrator, faculty, staff, athletic director, athletic coach or athletic trainer who, in the ordinary course of their employment, has a reasonable cause to suspect or believe that a person under the age of 18 years has been abused or neglected, has been placed in imminent harm or has had a non-accidental injury is required by law and Board policy to report the incident within twelve hours to their immediate supervisor and to the Department of Children and Families.

Rights of Parties

Those who report any type of sexual misconduct to any BOR governed college or university employee will be informed in a timely manner of all their rights and options, including the necessary steps and potential outcomes of each option. When choosing a reporting resource the following information should be considered:

- All reports of sexual misconduct will be treated seriously and with dignity by the institution.
- Referrals to off-campus counseling and medical services that are available immediately and confidentially, whether or not those who report feel ready to make any decisions about reporting to police, a college or university employee or the campus's Title IX Coordinator.
- Those who have been the victim of sexual misconduct have the right to take both criminal and civil legal action against the individual allegedly responsible.
- Those who seek confidentiality may contact a clergy member(s), a University counseling center psychologist, a University health center care provider, the Sexual Assault Crisis Center of Connecticut and/or the Connecticut Coalition Against Domestic Violence – all of whom are bound by state statutes and professional ethics to maintain confidentiality without written releases.

Options for Changing Academic, Housing, Transportation and Working Arrangements

The colleges and universities will provide assistance to those involved in a report of sexual misconduct, including but not limited to, reasonably available options for changing academic, campus transportation, housing or working situations as well as honoring lawful protective or temporary restraining orders. Each and every BOR governed college and university shall create and provide information specific to its campus detailing the procedures to follow after the commission of such violence, including people or agencies to contact for reporting purposes or to request assistance, and information on the importance of preserving physical evidence.

Support Services Contact Information

It is BOR policy that whenever a college or university Title IX Coordinator or other employee receives a report that a student, faculty or staff member has been subjected to sexual misconduct, the Title IX Coordinator or other employee shall immediately provide the student, faculty or staff member with contact information for and, if requested, professional assistance in accessing and using any appropriate campus resources, or local advocacy, counseling, health, and mental health services. All CSCU campuses shall develop and distribute contact information for this purpose as well as provide such information on-line.

Right to Notify Law Enforcement & Seek Protective and Other Orders

Those who report being subjected to sexual misconduct shall be provided written information about her/his right to:

- 1) notify law enforcement and receive assistance from campus authorities in making the notification; and,
 - 2) obtain a protective order, apply for a temporary restraining order or seek enforcement of an existing order.
- Such orders include:
- restraining criminal protective orders;
 - protective orders issued in cases of stalking, harassment, sexual assault, or risk of injury to or impairing the morals of a child;

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To report an incident at Central Connecticut State University

Office of Diversity and Equity (All complaints)
Rosa Rodriguez, Chief Diversity Officer and Title IX Coordinator
Central Connecticut State University
1615 Stanley Street
New Britain, CT 06053
Davidson Hall, Rm. 102
860-832-1653
rosa.rodriguez@ccsu.edu or TitleIXReport@ccsu.edu

Office of Student Conduct (Complaints against students)
Director
Carroll Hall, Rm. 202
860-832-1667
svwre@ccsu.edu

University Police (All criminal complaints except sexual harassment) 860-832-2375

Human Resources (Complaints against employees)
Anna E. Suski-Lenczewski, Chief Human Resources Officer
Davidson Hall, Rm. 101
860-832-1757
lenczewskia@ccsu.edu

Office of Student Affairs (Complaints against students)
Dr. Peter Triano, Interim Vice President for Student Affairs
Davidson Hall, Rm. 103
860-832-1605
Triano@ccsu.edu

If you want to speak with someone at CCSU

Office of Victim Advocacy and Violence Prevention
Victim Advocacy and Violence Prevention Specialist
860-832-3795
sarahdodd@ccsu.edu

Women's Center
Jacqueline Cobbin-Boivin, Coordinator
860-832-1655
cobbin-boivin@mail.ccsu.edu

Counseling and Wellness Center (Confidential)–860-832-1945

If you want to speak with a Community Partner

Sexual Assault Crisis Services (Confidential)–860-223-1787 (English); 888-568-8332 (Español)

Prudence Crandall Center for Domestic Violence (Confidential)–888-774-2900 (24-hour hotline)

To report an incident to an Outside Agency

An individual has the right to file his or her complaint of discrimination with any or all of the relevant agencies listed below. The individual can also simultaneously avail himself or herself of the University's Internal Discrimination Grievance Procedure.

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1. The Connecticut Commission on Human Rights & Opportunities (All)

Capitol Region
999 Asylum Avenue
Hartford, CT 06105
Tel: (860) 566-7710

Eastern Region
100 Broadway
Norwich, CT 06360
Tel: (860) 886-8703

Southwest Region
1057 Broad Street
Bridgeport, CT 06604
(203) 379-6246

West Central Region
Rowland State Government Center
55 West Main Street, Suite 210
Waterbury, CT 06702-2004
(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 (Employees)

John F. Kennedy Federal Office Building
Government Center, Room 475
Boston, MA 02203
Tel: 1-800-669-4000

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.

3. State of Connecticut: Employee Grievance Procedure

Contact Human Resources Office or union representatives for Grievance forms and/or procedures.

4. U.S. Department of Education, Office for Civil Rights (Students)

33 Arch Street Ninth Floor Boston, MA 02110
Tel: (617) 289-0111
Fax: (617) 289-0150

Central Connecticut State University

Procedures and Timetables for Processing of Discrimination, Harassment Intimate Partner Violence and Sexual Misconduct Complaints

In accordance with Section 46a-68-46 of the Affirmative Action Regulations of Connecticut State Agencies, the following procedures provide an internal process for the handling of complaints involving claims of discrimination or harassment, including sexual misconduct/violence.

This procedure is designed to further implement the Nondiscrimination in Education and Employment and BOR/CSCU Sexual Misconduct Reporting, Support Services, and Processes policies by providing a process through which individuals alleging violation of these policies may pursue a complaint. This includes allegations of retaliation, discrimination, harassment based on age, ancestry, color, disability, gender identity or expression, genetics, national origin, marital status, race, sex (including pregnancy, transgender status, sexual harassment and misconduct), religious creed, veteran status, sexual orientation, prior criminal conviction and any other status protected by federal or state laws.

When responding to an internal complaint, disclosure of information relating to the internal complaint and the identity of the complainant will be handled with appropriate sensitivity and in accordance with applicable laws.

A. Process for Filing Internal Complaints of Alleged Discrimination or Sexual Harassment and Misconduct

1. Who may file:

Any employee, applicant for employment, student, applicant for admission or any other person, including visitors.

2. When to file:

To provide adequate opportunity for a prompt investigation, complainants are encouraged to file as soon as possible but, except in cases involving sexual misconduct, must file no later than ninety (90) calendar days following the complainant's first knowledge of the alleged discriminatory act.

For cases involving allegations of sexual misconduct, there is no time limit for the filing of complaints. In extenuating circumstances, the Chief Diversity Officer has the discretion to waive the deadline for the filing of complaints involving matters other than sexual misconduct. Once filed, the internal complaint must be resolved within ninety (90) calendar days unless the complainant consents to extend this time period.

3. Where to File:

The Office of Diversity and Equity handles internal complaints alleging violations of the Nondiscrimination Opportunity in Education and Employment and/or the BOR/CSCU Sexual Misconduct Reporting, Support Services, and Processes policies. The Chief Diversity Officer (CDO) or his/her designee reviews and, if necessary, conducts an investigation into each complaint that, if proven, would constitute a violation of CCSU policies. Complaints against students are filed with the Office of Student Conduct.

All complaints

Rosa Rodriguez, Chief Diversity Officer
Office of Diversity and Equity
Davidson Hall 102
860-832-0178

Complaints against Students

Director
Office of Student Conduct
Carroll Hall, 202
860-832-1667

The CDO serves as the Title IX officer. Complaints against students may be referred to the Office of Student Conduct.

Reports against the President, Chief Diversity Officer or Office of Diversity and Equity Employees

If a discrimination complaint is made against the President, Chief Diversity Officer or an Office of Diversity and Equity employee alleging that these employees directly or personally engaged in discriminatory conduct, the complaint shall be referred to the Commission on Human Rights and Opportunities (CHRO) for review and, if appropriate, investigation by the Department of Administrative Services, except if any such complaint has been filed with the Equal Employment Opportunity Commission or the Commission on Human Rights and Opportunities, the CHRO or Department of Administrative Services may rely upon the process of the applicable commission in lieu of such investigation.

4. Process for filing complaints

At the time an individual makes his/her complaint, the CDO or designee will provide the individual with the University's respective policies on CCSU Nondiscrimination in Education and Employment Policy and/or the BOR/CSCU Sexual Misconduct Reporting, Support Services, and Processes Policy and the procedures and timetables for processing internal complaints.

No Basis to Proceed.

At any point during the processing of the complaint, the CDO or designee may determine that there is no basis to proceed under the Nondiscrimination in Education and Employment Policy, BOR/CSCU Sexual Misconduct Reporting, Support Services and Processes Policy. The CDO or designee shall refer the complaint as appropriate. The CDO or designee shall notify the complainant and, if necessary, the respondent of the outcome as appropriate, in accordance with applicable state and federal laws.

Investigatory Process.

The Office of Diversity and Equity shall provide the respondent with a written summary of the complaint, including a description of the alleged discriminatory acts, within ten (10) business days of the filing of the complaint. If the complaint is in writing, the Office of Diversity and Equity shall provide the respondent with a copy of the written complaint or summary of the complaint. Disclosure of information shall be in accordance with applicable state and federal laws.

The CDO or designee shall weigh all evidence pertaining to the internal complaint, make findings of fact, recommendations, and, with the consent of the parties and appropriate executive officer, propose settlements to the University President. Without investigation, the CDO or designee may also mediate issues between parties where the allegations, if proven, would not constitute a violation of CCSU policies.

The complainant and the respondent (person accused) will be allowed to have one non-participating support person present for the interview(s). For represented employees, this support person could be a union representative; however, if the support person is not a union representative, the employee who is the respondent will be asked to sign a union waiver. For more information, see the Right to Union Representation section.

Timeline

Internal complaints shall be investigated and resolved within ninety (90) calendar days of the receipt of the complaint, including the written notification to the complainant(s) and respondent(s) regarding the results of the investigation. Whenever possible, complaints should be resolved in accordance with relevant University policies at the supervisory, Dean or Director's level with the concurrence of the CDO.

Right to Union Representation.

In accordance with federal law and applicable collective bargaining agreements, represented employees may have the right to request and receive union representation during an investigatory meeting. Nothing in this procedure is intended to expand, diminish or alter in any manner whatsoever any right or remedy available under a collective bargaining agreement, personnel policy or law.

Determination.

Upon the conclusion of its investigation, the CDO or designee will determine whether or not discrimination or harassment in violation of CCSU policy occurred. A preponderance of the evidence standard is used to make this determination. A copy of the investigatory report will be provided to the University President.

1. Unsupportable Complaints. If the CDO or designee determines that the evidence is insufficient to support the allegation, he or she shall dismiss the complaint.
2. Supportable Complaints. If the CDO concludes that the allegations are supported by the evidence, he or she will report his or her findings and recommendations to the appropriate administrator.

5. Disciplinary Action

If the CDO or designee believes that disciplinary action against the respondent may be warranted at this or a subsequent stage, a recommendation will be made to the Chief Human Resource Office (for employees) or the Office of Student Conduct (for students).

B. Process for Filing an Appeal

Within fifteen (15) calendar days of the issuance of the Chief Diversity Officer's determination, the complainant or respondent may file an appeal of the determination. The appeal and all supporting documentation shall be submitted in writing to the University President, with copies to the CDO and other parties to the complaint.

The President or designee shall review the investigation and determine whether to affirm or modify the decision. The President or designee may receive additional information if the President or designee believes such information would aid in the consideration of the appeal.

If an appeal of the CDO's determination is filed, the University President or designee shall conduct a review of said appeal and issue a written decision within thirty (30) calendar days of the appeal. The University President shall notify all parties in writing of his/her decision.

AAUP members have the option of appealing the decision using a review panel as outlined in the AAUP Complaint Procedure.

The decision on appeal exhausts the complainant's and the respondent's administrative remedies under this procedure except as provided herein.

Appeal Process for AAUP Members

The complaint will be processed according to an agreed-upon procedure consistent with the CSU-AAUP Collective Bargaining Agreement, Appendix F. See AAUP Complaint Review Procedure.

C. Records Maintenance

The CDO shall create and maintain a file of each internal complaint received under these procedures. All information, including records and correspondence pertaining to said internal complaint will be kept in this file. Access to the file will be in accordance with applicable State and Federal statutes and collective bargaining agreements. The CDO will secure these files. All such files shall be maintained indefinitely, unless otherwise required by applicable State and Federal statutes and collective bargaining agreements.

All records of internal complaints and dispositions shall be reviewed on a regular basis by the Office of Diversity and Equity to discern any pattern in the nature of the internal complaints.

Related policies and procedures:

- Nondiscrimination in Education and Employment Policy
- BOR/CSCU Sexual Misconduct Reporting, Support Services, and Processes
- Consensual Relationship Policy
- Student Code of Conduct and Statement of Disciplinary Procedures

Revised October 25, 2011

Revised June 6, 2014—added BOR Sexual Misconduct, Sexual Assault and Intimate Partner Violence Policy, and revised the following sections: Investigatory process; Reports against CDO

Revised June 15, 2016 the following section: Investigatory Process: removal of sexual harassment policy from related policies and procedures; update notification timeframe for responding parties; clarification of support person for represented employees

Revised June 12, 2017 the following section: Investigatory Process: The right to a support person has been modified to expressly state a respondent or complainant is entitled to only one support person during the investigatory process.

Revised November 27, 2017 the following section: Introduction: added veteran status to protected class listing. Revised April 23, 2018 the following section: When to file section.

Revised May 6, 2018 – updated the name of the BOR/CSCU Sexual Misconduct Reporting, Support Services, and Processes and records retention section to maintain files indefinitely.

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Student Code of Conduct and Statement of Disciplinary Procedures

This Student Code of Conduct (hereinafter the "Student Code" or "Code") is intended to present a clear statement of student rights and responsibilities established by the Board of Regents for Higher Education. The BOR has charged the President of the Board of Regents for Higher Education with developing procedures to protect those rights and to address the abdication of responsibilities in collaboration with the four State Universities, the twelve Community Colleges and Charter Oak State College. The Student Code describes the types of acts that are not acceptable in an academic community.

Prohibited Conduct

Sexual misconduct may include engaging in one of more behaviors:

1. (a) Sexual harassment, which can include any unwelcome sexual advance or request for sexual favors, or any conduct of a sexual nature when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's education; submission to or rejection of such conduct by an individual is used as a basis for academic decisions affecting the individual; or such conduct has the purpose or effect of substantially interfering with an individual's academic performance or creating an intimidating, hostile or offensive educational environment. Examples of conduct which may constitute sexual harassment include but are not limited to:
 - sexual flirtation, touching, advances or propositions
 - verbal abuse of a sexual nature
 - pressure to engage in sexual activity
 - graphic or suggestive comments about an individual's dress or appearance
 - use of sexually degrading words to describe an individual
 - display of sexually suggestive objects, pictures or photographs
 - sexual jokes
 - stereotypic comments based upon gender
 - threats, demands or suggestions that retention of one's educational status is contingent upon toleration of or acquiescence in sexual advances.

(b) Sexual assault shall include but is not limited to a sexual act directed against another person when that person is not capable of giving consent, which shall mean the voluntary agreement by a person in the possession and exercise of sufficient mental capacity to make a deliberate choice to do something proposed by another.

A person who initially consents to sexual activity shall be deemed not to have consented to any such activity which occurs after that consent is withdrawn. Consent cannot be assumed because there is no physical resistance or other negative response. A lack of consent may result from mental incapacity (e.g., ingestion of alcohol or drugs which significantly impair awareness or judgment) or physical incapacity (e.g., the person is unconscious or otherwise unable to communicate consent). Consent must be affirmative. (See Sexual Misconduct Reporting, Support Services and Processes Policy).

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Sexual assault is further defined in sections 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b and 53a-73a of the Connecticut General Statutes.

(c) Sexual exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not otherwise constitute one of the preceding sexual misconduct offenses. Examples of behavior that could rise to the level of sexual exploitation include:

- Prostituting another person;
 - Non-consensual visual (e.g., video, photograph) or audio-recording of sexual activity;
 - Non-consensual distribution of photos, other images, or information of an individual's sexual activity, intimate body parts, or nakedness, with the intent to or having the effect of embarrassing an individual who is the subject of such images or information;
 - Going beyond the bounds of consent (such as letting your friends hide in the closet to watch you having consensual sex);
 - Engaging in non-consensual voyeurism;
 - Knowingly transmitting an STI, such as HIV to another without disclosing your STI status;
 - Exposing one's genitals in non-consensual circumstances, or inducing another to expose his or her genitals; or
 - Possessing, distributing, viewing or forcing others to view illegal pornography.
2. Intimate partner violence is defined as:
 - Including intimate partner violence, which is any physical or sexual harm against an individual by a current or former spouse or by a partner in a dating relationship that results from (1) sexual assault, as defined in section 1 above; (2) sexual assault in a spousal or cohabiting relationship; (3) domestic violence; (4) sexual harassment, as defined in section 1 above or, (5) sexual exploitation, as defined in section 1 above.
 - Physical abuse, which can include but is not limited to, slapping, pulling hair or punching.
 - Threat of abuse, which can include but is not limited to, threatening to hit, harm or use a weapon on another (whether victim or acquaintance, friend or family member of the victim) or other forms of verbal threat.
 - Emotional abuse, which can include but is not limited to, damage to one's property, driving recklessly to scare someone, name calling, threatening to hurt one's family members or pets and humiliating another person.
 3. Stalking, which is defined as repeatedly contacting another person when:
 - a. The contacting person knows or should know that the contact is unwanted by the other person; and
 - b. The contact causes the other person reasonable apprehension of imminent physical harm or the contacting person knows or should know that the contact causes substantial impairment of the other person's ability to perform the activities of daily life.

As used in this definition, the term "contacting" includes, but is not limited to, communicating with (including internet communication via e-mail, instant message, on-line community or any other internet communication) or remaining in the physical presence of the other person.

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Disciplinary Procedures – Nonacademic Misconduct

The following procedures shall be followed in addressing allegations of non-academic misconduct.

1. **Providing Information leading to a Complaint:** Any person may provide information leading to the filing of a complaint against a Student or a Student Organization alleging a violation of the Student Code. A complaint must be made in writing and submitted to the University's Disciplinary Officer or Conduct Administrator.
2. **Disciplinary Proceedings Against a Student Charged with a Violation of Law and a Violation of the Code:** University proceedings may be instituted against an Accused Student who has been charged with a violation of state or federal law for conduct which also constitutes a potential violation of this Code (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this Student Code may be carried out prior to, simultaneously with, or following the institution of civil or criminal court proceedings against the Accused Student. Determinations made or sanctions imposed under this Student Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of University rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.
3. **Disciplinary Proceedings Against a Student Charged with Sexual Assault, Sexual Intimate Partner, Domestic Violence or Other Sex Related Offense: See Section I.E.**
4. **Pre-Hearing Investigation and Administrative Disposition:**
 - a. The Disciplinary Officer or Conduct Administrator may conduct an investigation to determine if the charges have merit and/or if they can be disposed of administratively by mutual consent of the Accused Student and the Disciplinary Officer or Conduct Administrator. Such disposition shall be final and there shall be no subsequent proceedings. If the charges are not admitted and/or cannot be disposed of by mutual consent, the Disciplinary Officer or Conduct Administrator may also present the case for the University at any subsequent hearing, but if he or she does, he or she shall not serve as a member of the Hearing Body.
 - b. The Disciplinary Officer or Conduct Administrator may conduct an investigation to determine if there is reason to believe the student has committed a violation of any part of Section I.D. of the Code and, after considering both the possible violation and the prior conduct record of the student, if the Disciplinary Officer or Conduct Administrator determines that a sanction of less than residential hall separation or suspension or expulsion from the University is appropriate, the Disciplinary Officer or Conduct Administrator shall schedule an administrative conference with the student. The student shall be given reasonable notice of the time and place of the conference. At the administrative conference, the student shall have the opportunity to present information for the Disciplinary Officer's or Conduct Administrator's consideration. At the conclusion of the administrative conference, the Disciplinary Officer or Conduct Administrator shall determine whether it is more likely than not that the student has violated the Policy and, if so, impose a sanction less than residential hall separation, or suspension or expulsion from the University. The Disciplinary Officer or Conduct Administrator shall provide the student with a written explanation for the determination. The decision of the Disciplinary Officer or Conduct Administrator shall be final.
5. **Hearing Bodies:** A Student accused of misconduct has the right to be heard by an impartial Hearing Body. Any concern surrounding the impartiality of the Hearing Body or any member thereof will be referred to the Vice President for Student Affairs or his or her designee, who will review the matter and make a determination. Any Hearing

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regarding an accusation of sexual assault, sexual misconduct, intimate partner, domestic violence or other sex related offense or intimate partner violence shall be conducted by an impartial Hearing Body trained in issues relating to sexual assault, sexual violence, intimate partner, and domestic violence.

6. Hearing Procedures:

- a. **Notice of Hearing:** Normally, a hearing will be conducted within ten (10) calendar days of the Accused Student being notified of the charges. Notice may be provided to the Accused Student by in-hand delivery, by registered mail, with delivery receipt attached or by certified mail, return receipt requested by University email or by overnight delivery with signature of recipient required. Should the Accused Student refuse to accept in-hand delivery, a written statement of the attempted delivery of the notice signed by the person attempting to make such delivery shall constitute notice. Should the Accused Student refuse to sign for registered or certified mail, the postal document indicating such refusal shall constitute notice.

The notice shall advise the Accused Student of each section of the Student Code alleged to have been violated and, with respect to each such section, a statement of the acts or omissions which are alleged to constitute a violation of the Code, including the approximate time when and the place where such acts or omissions allegedly occurred.

The Accused Student shall be afforded a reasonable period of time to prepare for the hearing, which period of time shall not be less than three (3) Calendar Days. The Accused Student, the Reporting Party and/or any alleged victim may request a delay of the hearing due to extenuating circumstances. Any decision to postpone the hearing shall be made by the Disciplinary Officer or Conduct Administrator or by the Hearing Body, or by the designee of the Vice President for Student Affairs.

- b. **Hearing:** Hearings shall be closed, but the Hearing Body may, in its discretion, admit any person into the hearing room. The Hearing Body shall have the authority to discharge or to remove any person whose presence is deemed unnecessary or obstructive to the proceedings.

The Accused Student, the Reporting Party and any alleged victim shall have the right to be present at all stages of the hearing process except during the private deliberations of the Hearing Body and the presentation of sanctions. In hearings involving more than one Accused Student, the Hearing Body may determine that, in the interest of fairness, separate hearings should be convened.

In any Hearing alleging sexual assault, sexual, intimate partner, domestic violence or other sex related offense, any alleged victim and the Accused Student are entitled to:

- 1) be accompanied to any meeting or proceeding by an advisor or support person of their choice, provided that the advisor or support person does not cause a scheduled meeting to be delayed or postponed;
- 2) present evidence and witnesses on their behalf;
- 3) in accordance with the Family Educational Rights and Privacy Act (FERPA), to have their identities kept confidential.

In addition, the alleged victim of sexual assault, sexual, intimate partner, domestic violence or other sex related offense is entitled to request that disciplinary proceedings begin promptly.

- c. **Record of Hearing:** When expulsion or suspension from the University or residence hall separation is a possibility, the University shall make a recording of the hearing. The recording shall be the property of the

University. No other recordings shall be made by any person during the hearing. Upon request, the Accused Student may review the recording in a designated University office in order to prepare for an appeal of the decision rendered by the Hearing Body. Further disclosure of the recording shall be governed by applicable state and federal law.

- d. **Opportunity to Present a Defense:** The Accused Student shall have the full opportunity to present a defense and information, including the testimony of witnesses, in his or her behalf. The Reporting Party and the Accused Student may question the statements of any person who testifies in a manner deemed appropriate by the Hearing Body. The Reporting Party and the Accused Student may make concluding statements regarding the charges made and the information presented during the hearing. The Hearing Body may question the Accused Student and the Reporting Party, any witness presented by the Accused Student or the Reporting Party, and any other witness(es) the Hearing Body may choose to call to testify.

- e. **Accused Student Can Choose Whether or Not to Testify in His or Her Own Defense:** The Accused Student who is present at the hearing shall be advised by the Hearing Body that he or she is not required to testify, to answer questions, or to make any statement regarding the complaint or the allegations set forth in the complaint. Refusal to do so shall not be considered by the Hearing Body to constitute evidence of responsibility.

- f. **Non-Appearance of Accused Student at Disciplinary Hearing:** If an Accused Student does not appear at a disciplinary hearing, the Hearing Body shall enter a plea of "not responsible" on behalf of such student and the hearing shall proceed in the normal manner of hearing evidence, weighing facts, and rendering judgment. The failure of an Accused Student to appear at the disciplinary hearing shall not be considered by the Hearing Body to constitute evidence of responsibility.

- g. **Advisors and Support Persons:** The Reporting Party, any alleged victim, and the Accused Student shall each have the right to be accompanied by an Advisor and Support Person. The Advisor and the Support Person should be someone whose schedule allows attendance at the scheduled date and time for the disciplinary hearing because delays will not normally be allowed due to the scheduling conflicts of an Advisor or Support Person.

- h. **Presentation of Evidence:** Only evidence introduced at the hearing itself may be considered by the Hearing Body in determining whether it is more likely than not that the alleged violation was committed by the accused student.

- i. **Evidence of Prior Convictions or Disciplinary Actions:** Evidence of prior criminal convictions or University disciplinary actions may be presented to the Hearing Body only after a determination of responsibility has been made and only for consideration in connection with determining the sanction.

- j. **Accommodation of Witnesses:** The Hearing Body may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the Reporting Party, the Accused Student, and/or other witnesses during the hearing by providing separate facilities, by using a visual screen, and/or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of the Hearing Body to be appropriate.

- k. **Written Notice of Decision:** The Accused Student shall receive written notice of the decision of the Hearing Body that shall set forth the decision rendered, including a finding of "responsible" or "not responsible." and the

sanctions imposed, if any. The decision of the Hearing Body, as well as the sanction(s) imposed, if any, generally will not be released to third parties without the prior written consent of the Accused Student. However, certain information may be released if and to the extent authorized by state or federal law.

With respect to Hearings alleging sexual assault, sexual, intimate partner, domestic violence or other sex related offense, any alleged victim shall receive written notice of the decision of the Hearing Body at the same time as the Accused Student, normally within one (1) business day after the conclusion of the Hearing.

In accordance with the Family Educational Rights and Privacy Act (FERPA) the notice to any alleged victim of sexual assault, sexual, intimate partner, domestic violence or other sex related offense shall contain only the following: the name of the student, the violation committed and any sanction imposed against the student.

7. **Review:** An Accused Student may request that the decision of the Hearing Body be reviewed by the Vice President for Student Affairs or his or her designee. A request for review must be made in writing to the Vice President for Student Affairs or his or her designee within three (3) Calendar Days of the Accused Student's receipt of the written notice of decision. For good cause shown, the Vice President for Student Affairs may extend the three-University Calendar Day limitation on filing a request for a review. An Accused Student may request only one review of each decision rendered by the Hearing Body. A decision reached as a result of an Administrative Disposition may not be reviewed.

- a. **Grounds for Review:** The Accused Student has the right to request a review of the decision of the Hearing Body on the grounds that: (i) the procedures set forth in this Code were not followed and, as a result, the decision was substantially affected; (ii) the sanction(s) imposed were not appropriate for the violation of the Code for which the Accused Student was found responsible; and/or (iii) new information, sufficient to alter the decision, or other relevant facts were not brought out in the original hearing because such information and/or facts were not known to the Accused Student at the time of the original hearing. The review shall be limited to a review of the record except as required to explain the basis of new information.

- b. **Review Procedures:** In order to prepare for the review, the Accused Student may review the recording of the original hearing in a designated University office but will not be permitted to remove the recording from that office or make copies. The review will not be heard by anyone involved in the initial hearing. The review shall be considered and a decision rendered within ten (10) Calendar Days of the filing of the request for review.

If a request for review is granted, the matter shall be referred to the original Hearing Body for reconsideration of its original determination or to a newly-constituted Hearing Body for a new hearing, or the sanction imposed may be reduced, as appropriate. If a request is not granted, the matter shall be considered final and binding upon all involved.

- c. **Status of Student Pending Review:** All sanctions imposed by the Hearing Body shall be and continue in effect pending the outcome of a review. Any request to delay the commencement of sanctions pending a review must be made by the Accused Student, in writing, to the Vice President for Student Affairs or his or her designee.

- d. With respect only to Hearings related to sexual assault, sexual, intimate partner, domestic violence or other sex offense, the alleged victim shall have the same right to request a review in the same manner and on the same basis as shall the Accused Student as set forth above; however, in such cases, if a review by any alleged victim is granted, among the other actions that may be taken as set forth above, the sanction of the Hearing may also be increased.

Upon review, if the decision or sanction of the disciplinary proceeding is changed, any alleged victim must be notified in writing of the change in decision or sanction at the same time that the Accused Student is notified.

Hearing procedures for Sexual Misconduct, Sexual Intimate Partner, Domestic Violence & Stalking Reports

In addition to disciplinary procedures applicable to State University students in Section II, Community College students in Section III, or Charter Oak State College Students in Section IV, for any hearing conducted involving allegations of sexual misconduct, including sexual harassment, sexual assault, sexual exploitation, stalking and intimate partner violence the reported victim and the accused student shall each have the following rights:

1. At any meeting or proceeding, both the reported victim and accused student may be accompanied by an advisor or support person of the student's choice provided the advisor or support person does not cause a scheduled meeting or hearing to be delayed or postponed and provided an advisor or support person may not directly address the Hearing Body, question witnesses, or otherwise actively participate in the hearing process (or other proceeding or pertaining to a report of sexual misconduct);
2. The reported victim of sexual misconduct is entitled to request that disciplinary proceedings begin promptly;
3. Any hearing regarding an accusation of sexual misconduct shall (i) be fair, prompt and impartial; (ii) be conducted by a Hearing Body annually trained in issues relating to sexual misconduct (iii) use the preponderance of evidence (more likely than not) standard; (iv) shall allow both the accused student and reported victim the opportunity to present evidence and witnesses on their behalf during any disciplinary proceeding; (v) shall provide both the accused student and the reported victim with equal access to any information that will be used during meetings and hearings; and (vi) invoke the standard of "affirmative consent" in determining whether consent to engage in sexual activity was given by all persons who engaged in sexual activity.
4. In accordance with the Family Educational Rights and Privacy Act (FERPA), the accused student and the reported victim have the right to keep their identities confidential;
5. Any reported victim shall be provided written notice of the decision of the Hearing Body at the same time as the accused student, normally within one (1) business day after the conclusion of the Hearing. In accordance with the Family Educational Rights and Privacy Act (FERPA) the notice to any reported victim of sexual misconduct shall contain only the following: the name of the accused student, the violation committed, if any, and any sanction imposed against the accused student.
6. The reported victim shall have the same right to request a review of the decision of the Hearing Body (appeal rights) in the same manner and on the same basis as shall the accused student; however, if a request for review by a reported victim is determined to be properly made and if the review determines there is sufficient grounds for altering the decision of the Hearing Body, among the other actions that may be taken as set forth above, the sanction of the hearing may also be increased. Notwithstanding the foregoing, in any hearing pertaining to sexual misconduct both the reported victim and the accused student are entitled to be simultaneously provided notice of any change in the results of the hearing prior to the time when the results become final as well as to be notified when such results become final.

Disciplinary Sanctions

Sanctions which may be imposed for violations of the Student Code are listed below. In determining appropriate sanctions, the Hearing Body may take into consideration any and all prior violations of the Code for which the Accused Student was determined to be responsible. The Hearing Body shall have the authority to defer the imposition of any sanction when deemed appropriate. The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Code, including the completion of all sanctions imposed, if any.

1. Sanctions Which May Be Imposed for Violations of the Code: The following sanctions may be imposed, individually or in various combinations, on any student found to have violated the Student Code, and will be entered into the Student's disciplinary records. Notation of disciplinary sanctions shall be on file only in the appropriate office in the Division of Student Affairs and shall not be released without the written consent of the Student except to appropriate University enforcement personnel, University police, staff and administrators, or as required by law.
 - a. **Warning:** A disciplinary warning is a written notice to a Student advising him or her that specific behavior or activity constitutes a violation of the Code and that the repetition of such behavior will likely result in the commencement of more serious disciplinary action by the University.
 - b. **Fine:** A sanction involving the imposition of a specified dollar amount due and payable by a specified date.
 - c. **Probation:** Disciplinary probation is a designated period of time during which a Student is given the opportunity to modify unacceptable behavior and/or to complete specific assignments in an effort to regain full student privileges within University Community. Disciplinary probation may involve the imposition of certain restrictions and/or conditions upon the Student including, but not limited to, financial restitution, community service, fines, referral for professional services such as counseling, participation in educational programs, parental notification under limited circumstances, and ineligibility to participate in University activities or events. Periodic contact with a designated member of the University Community or non-college professional may be required. If the Student fully complies with the terms and conditions imposed in connection with the disciplinary probation, full student privileges will be restored to the student upon termination of the probationary period. Failure to comply with the terms and conditions of the probation constitutes prohibited conduct that is separate from and in addition to the conduct for which the probation was imposed. A Student accused of violation of probation will be given due notice of the alleged violation and the procedures set forth in this Code shall be followed.
 - d. **Loss of Privileges:** Denial of specified privileges for a designated period.
 - e. **Restitution:** Compensation for loss, damage to real or personal property. This may take the form of appropriate service and/or monetary or material replacement.
 - f. **Discretionary Sanctions:** Work assignments, essays, service to the University, or other related discretionary assignments, referral for professional services such as counseling, participation in educational programs, parental notification under limited circumstances, and ineligibility to participate in University activities or events. Periodic contact with a designated member of the University Community or non-college professional may be required.
 - g. **Residence Hall Warning:** A written notice to a Student advising him or her that specific behavior or activity constitutes a violation of the Code and that the repetition of such behavior will likely result in the

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commencement of more serious disciplinary action by the University.

- h. **Residence Hall Probation:** Residence hall probation is a designated period during which an Accused Student is given the opportunity to modify unacceptable behavior and/or to complete specific assignments in an effort to regain full student privileges within the residence hall in which the Student resides. Residence hall probation may include restrictions and/or conditions on the exercise of residence hall activities and privileges. Periodic contact with a designated member of the residence hall staff or professional may be required. If the Accused Student fully complies with the terms and conditions imposed in connection with the residence hall probation, full residence hall privileges will be restored to the Student upon termination of the probationary period. Failure to comply with the terms and conditions of the probation constitutes prohibited conduct that is separate from and in addition to the conduct for which the probation was imposed. A Student accused of violation of probation will be given due notice and the procedures set forth in this Code shall be followed.
- i. **Residence Hall Separation:** Separation of the Student from the residence halls for a definite period of time, after which the Student is eligible to return. Conditions for readmission may be specified.
- j. **Residence Hall Expulsion:** Permanent separation of the Student from the residence halls.
- k. **Suspension:** Suspension is temporary disciplinary separation from all universities among CCSU and the denial of all student privileges. Suspension shall be effective on the date that notice of the suspension is provided to the Accused Student, or later, if so stated in the notice, and shall prescribe the date and conditions upon which the Student may petition for readmission to the University. A Student separated from all universities within CCSU by suspension may under the terms of the suspension be excluded from the premises of all CCSU premises when in the judgment of the suspending authority, the Student's continued presence would constitute a danger to persons or property or a threat to the academic process. Notwithstanding the foregoing, the suspending authority of the suspended Student's home University or his or her designee may authorize a suspended student who has been excluded from all University premises to enter the premises of the student's home University for designated purposes.
- l. **Expulsion:** Expulsion is permanent disciplinary separation from all universities within CCSU and the denial of all student privileges. Expulsion shall be effective on the date that notice of expulsion is provided to the Accused Student, or later, if so stated in the notice. A student separated from all universities of CCSU by expulsion may under the terms of the expulsion be excluded from all CCSU Premises when in the judgment of the expelling authority the Student's presence would constitute a danger to persons or property or a threat to the academic process.
- m. **Revocation of Admission and/or Degree:** Upon the recommendation of the Hearing Body, admission to or a degree awarded from the University may be revoked by the University, acting through its President (or his or her designee) for fraud, misrepresentation, or other violation of University standards in obtaining admission or the degree.

Protective Measures for Victims Following An Allegation of Dating Violence, Domestic Violence, Sexual Assault or Stalking

Options for Changing Academic, Housing, Transportation and Working Arrangements.

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The colleges and universities will provide assistance to those involved in a report of sexual misconduct, including but not limited to, reasonably available options for changing academic, campus transportation, housing or working situations as well as honoring lawful protective or temporary restraining orders. Each and every BOR governed college and university shall create and provide information specific to its campus detailing the procedures to follow after the commission of such violence, including people or agencies to contact for reporting purposes or to request assistance, and information on the importance of preserving physical evidence. Protective measures may also include no contact orders and interim suspensions.

Sexual Assault and Interpersonal Violence Prevention Programs

CCSU prohibits the crimes of dating violence, domestic violence, sexual assault and stalking as they are defined for the purposes of the *Clery Act*. Dating violence, domestic violence, sexual assault, stalking and affirmative consent are defined in Connecticut as follows.

- There is no definition for "dating violence" in Connecticut law.
 - "Domestic violence" is defined in Section 46b-38h of the General Statutes of Connecticut:
 - If any person is convicted of a violation of section 53a-59, 53a-59a, 53a-59c, 53a-60, 53a-60a, 53a-60b, 53a-60c, 53a-62, 53a-63, 53a-64, 53a-64a, 53a-64b, 53a-64c, 53a-70, 53a-70a, 53a-70b, 53a-70c, 53a-71, 53a-72a, 53a-72b, 53a-181, 53a-181c, 53a-181d, 53a-181e, 53a-182, 53a-182b, 53a-183, 53a-223, 53a-223a or 53a-223b, against a family or household member, as defined in section 46b-38a, the court shall include a designation that such conviction involved family violence on the court record for the purposes of criminal history record information, as defined in subsection (a) of section 54-142g.
 - "Sexual assault" shall include but is not limited to a sexual act directed against another person without the consent of the other person or when that person is not capable of giving such consent. Sexual assault is further defined in sections 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b, and 53a-73a of the Connecticut General Statutes.
 - "Stalking", which is defined as repeatedly contacting another person when contacting person knows or should know that the contact is unwanted by the other person; and the contact causes the other person reasonable apprehension of imminent physical harm or the contacting person knows or should know that the contact causes substantial impairment of the other person's ability to perform the activities of daily life.
 - As used in this definition, the term "contacting" includes, but is not limited to, communicating with (including internet communication via e-mail, instant message, on-line community or any other internet communication) or remaining in the physical presence of the other person.
 - Stalking is further defined in sections 53a-181c, 53a-181d, 53a-181e, and 53a-181f of the General Statutes of Connecticut.
- "Affirmative Consent" is defined in Section 10a-55m of the General Statutes of Connecticut which says that affirmative consent means an active, clear, and voluntary agreement by a person to engage in sexual activity with another person

Risk Reduction

Beginning with Freshman Orientation, Central takes an active role in raising awareness and creating a safe space for open dialogue and action to end sexual assault and any form of intimate partner violence. Educational programs and prevention initiatives are primarily coordinated by the CCSU Office of Victim Advocacy, the Office of Diversity and Equity, Residence Life, Student Activities and Leadership Development, Counseling and Wellness Center and the Women's Center. These offices each contribute to a wide range of events, workshops, social media activity, campaigns, keynote speakers and training focused on sexual and intimate partner violence.

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Central's Office of Victim Advocacy (OVA) also provides professional advocacy services for any CCSU community member who has been impacted by sexual assault, intimate partner violence and/or stalking. OVA provides information on different reporting options, assists in connecting with resources and counseling services and provides ongoing emotional support. The Office of Victim Advocacy is located in Carrell Hall, Room 248 and can be contacted at 860-832-3795.

Programs

Orientation Programs: CCSU offers a comprehensive orientation for new students each summer. At Orientation 2016 students were required to attend "Sex Signals" a 90-minute, interactive program facilitated by two trained professionals. The program focuses on beliefs, attitudes and behavior that can lead to sexual violence, the difference between seduction and coercion, consent, how to identify predatory behavior and how to intervene to support members of the CCSU community.

Prosocial Bystander Training: A team of CCSU staff, faculty, students and administrators have been trained to facilitate a 90-minute training entitled *Bringing in the Bystander*. Students who attend this 90-minute program will better understand their role and the impact that they can have in creating a safer campus. Discussion and activities help students identify a continuum of inappropriate sexual behavior, develop empathy for survivors, and build skills to safely and effectively intervene as an active bystander in situations that could lead to sexual violence.

The Red Flag Campaign: This campus wide initiative uses an evidence-based, bystander intervention strategy to address sexual assault, dating violence and stalking on college campuses. At CCSU the campaign includes the distribution of red flags on campus, a poster series, classroom presentations and several key note speakers. The Red Flag Campaign is developed and implemented each year by a committee of faculty, staff and students.

Stand Up CCSU: This campaign is a central initiative of the CCSU Office of Victim Advocacy and is focused on preventing sexual violence through a bystander intervention model. Each year Stand Up CCSU is led and developed by CCSU students, with guidance from OVA and key faculty members. The campaign includes educational workshops, classroom presentations, a student developed poster campaign, major outdoor events and a keynote speaker.

Other Helpful Links

www.knowyourix.org
Provides information on Title IX and student rights. Created by and for students.
www.ccsu.edu/diversity/
Links to CCSU Title IX policies and procedures and staff contact information
www.ccsu.edu/studentconduct/resources.asp
Links to the CCSU Student Code of Conduct

Sex Offender Notification

The Campus Sex Crimes Prevention Act requires institutions to inform members of the campus community of the means by which you may obtain information about registered sex offenders who may be present on campus. The main webpage for the CCSU Police contains a link to the State of Connecticut sex offender registry. Additionally, in accordance with Chapter 969, Section 54-258 of the General Statutes of Connecticut, the CCSU Police Department keeps a record of all registration information transmitted to it from the Connecticut Department of Public Safety and can be found at the front desk of the police department. This registration information is accessible to the public online at:
http://www.communitynotification.conncap_office_disclaimer.pln?office=34567

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Contact Information					
FOR ALL EMERGENCIES – DIAL 9-1-1					
Reporting office	Location	Availability		Type of Communication	Services Provided
		On or Off Campus	24/7 (Around the Clock)		
CCSU Police	On	X		Limited Confidential	Emergency - Call 911. Special confidentiality rules apply regarding sexual assaults.
YWCA Sexual Assault Crisis Service	Both	X		Privileged	Licensed Support and Advocacy Services for Victims of Sexual Assault - Statewide 24 hour toll free Hotlines 1-888-999-3545 English 1-888-568-8332 Spanish
Hospital of Central Connecticut	Off	X		Privileged	Emergency care, including sexual trauma care. 860-224-5671
CCSU Women's Center	On		X	Limited Confidential	Support, counseling and advocacy for victims. 860-832-1655
CCSU Student Wellness Services/Counseling	On		X	Privileged	Licensed counselors available for students. 860-832-1945
CCSU Student Wellness Services/Health	On		X	Privileged	Medical assistance and referral for students. 860-832-1925
Clergy	Both	Varies		Privileged	Discussions with clergy are protected whether or not the clergy are affiliated with CCSU, e.g., through the Campus Ministry (a student organization).
Residence Life Staff	On	X		Limited Confidential	Will contact the police and assist victims at residence halls.
Student Conduct Officer	On		X	Limited Confidential	Conducts investigations into violations of this policy regarding students and pursues disciplinary action against students who have violated this policy. 860-832-1667
Human Resources	On		X	Limited Confidential	Conducts investigations into violations of this policy by employees and make recommendations for appropriate administrative action. 860-832-1760
Diversity & Equity Office	On		X	Limited Confidential	To conduct investigations regarding sexual harassment, including sexual assault 860-832-1652
CCSU Faculty and other Officials	On		X	Limited Confidential	All will attempt to assist victims to the best of their ability.
CT. Coalition Against Domestic Violence	Off	X		Privileged	Shelter, support and advocacy to victims of domestic violence. 888-774-2900
Office of Victim Advocate	Off		X	Privileged	Information, advocacy, counseling referral, notification, & victim compensation. 1-800-822-8428
CCSU Office of Victim Advocacy	On		X	Limited Confidential	Advocacy and support for students and employees 860-832-3795

Disciplinary Policies

Subsequent to an investigation by either the Office of Diversity and Equity and/or the University Police Department, the Human Resources Department conducts an administrative investigation if an employee has been alleged to have violated the BOR/CCSU Sexual Misconduct Reporting, Support Services and Processes Policy. The discipline administered is dependent on numerous factors with a just cause standard needing to be met first. Prior to discipline being administered, the severity of the misconduct, the employee's prior service record and a review of prior similar acts by other employees and the outcome of those cases must be considered. The actual discipline process varies and is detailed in the individual collective bargaining agreements. Excerpts from each bargaining agreement follows.

CSU-AAUP Collective Bargaining Agreement 2016-2021

ARTICLE 16
REPRIMAND, SUSPENSION AND TERMINATION

16.1 Discipline shall be defined as reprimand, suspension, or termination. No member shall be disciplined except for adequate cause. The parties agree that discipline should not be imposed without an investigation of the issue, notification of the charges, a description of the nature of the evidence and an opportunity for the member to respond. Discipline shall not be used to restrain members in the exercise of academic freedom or other rights of American citizens.

16.2 This article does not cover the retrenchment of a tenured member or a non-tenured member prior to the end of a specified term (Article 17). This article does not cover a member whose employment has ended following the completion of a special or final appointment or a decision not to renew a probationary appointment.

16.3 Action under this article may be effected by the President for (1) "adequate cause", including "falsification of credentials" or (2) "abandonment" as defined herein. The burden of proof to sustain an action rests with the university and shall be satisfied only by clear and convincing evidence in the record as a whole.

16.3.1 Adequate Cause

"Adequate cause" means behavior demonstrating unfitness of the affected member to discharge professional responsibilities.

16.3.2 Falsification of Credentials

"Falsification of Credentials" means knowingly providing false information as a basis for employment, promotion or tenure.

16.3.3 Abandonment

"Abandonment" means absence from scheduled duties for a period of two (2) consecutive weeks without informing the University.

16.3.4 Notice

"Notice" means written communication to the member. When notice is furnished to a member, it shall be provided to AAUP.

16.3.5 Mediation Committee

"Mediation Committee" is a committee consisting of three (3) members and three (3) alternates selected from the mem-

bers of the particular university by procedures developed by the Senate and approved by the President.

16.3.6 Termination Hearing Committee

"Termination Hearing Committee" is a committee consisting of five (5) members elected by the members of the particular university based upon procedures developed by the Senate and approved by the President.

16.4 In cases of abandonment, if the member cannot be located and has failed to contact the University, the member shall be suspended without pay, pending contact for a period of three (3) months and shall be terminated at the end of that time if all efforts for contact have failed. Such efforts shall include telephone calls to the last known number, letters posted by certified mail, return receipt requested, and attempts to contact known relatives. Termination of employment under these circumstances shall be construed as resignation. If the member is located within three (3) months from date of suspension, the President shall evaluate the situation and shall reinstate the member or refer the matter to the discipline process.

16.5 If, after a preliminary investigation, the Administration believes that the conduct of a member may justify imposition of discipline, the Administration shall promptly inform the member and shall investigate the circumstances surrounding the matter. At this or any subsequent stage the affected member shall have the right to representation.

16.5.1 If a member refuses to participate at any stage of the disciplinary process, the procedures shall go forward based on such evidence and testimony as are available.

16.5.2 If an appropriate investigation indicates a member may be a danger to persons or property, the Administration may immediately suspend the member with pay. In extreme cases when a member has been arrested and incarcerated, the Administration may suspend the member without pay for the duration of the incarceration. Once the incarceration ends, the member shall be immediately placed back on the payroll. The Administration may subsequently suspend the member with pay, pending disciplinary action under Article 16.6 and its subsections of this Agreement. If the Administration fails to initiate disciplinary action within thirty (30) calendar days after the incarceration ends, the member shall be paid all of his/her salary that had been withheld and he/she made whole.

The member or the CSU-AAUP Chapter at the member's university may challenge the suspension without pay under this Article through an expedited grievance filed at Step 3 (Article 15.3.3). The Grievance Arbitration Committee shall be convened within ten (10) calendar days of the filing and shall announce its decision not later than three (3) calendar days after completion of its deliberations.

16.6 The parties recognize that it is their mutual interests to conduct investigations in a timely manner under Article 16.5. To that end, such investigations shall normally conclude within sixty (60) calendar days. In the event that a time period greater than sixty (60) days is required, the Administration shall notify the member of the reason for the delay and the anticipated conclusion date of the investigation. Following the investigation in Article 16.5, and prior to the imposition of any discipline, the Administration shall give notice to the member of the pending charges and sanctions.

The parties further recognize that it is in their mutual interest to provide all evidence generated by the investigation. To the extent that the Administration determines that countervailing interests necessitate withholding certain evidence, the Administration shall provide the member and the CSU-AAUP with a written explanation of the reason for the failure to disclose such evidence. If the evidence is withheld due to legal requirements, the Administration will provide the member and the CSU-AAUP with citation to applicable legal authority. In any event the Administration shall, to the extent allowed by applicable law, provide redacted copies of any such documents. No evidence withheld from disclosure by the Admin-

istration during the investigation may be used as a basis for suspension or termination unless it is provided to the member and the CSU-AAUP prior to the issuance of a notice of intent to discipline pursuant to Article 16.6.2 or Article 16.6.3.

At this point, upon the request of the member, confidential discussions between the President or designee and the member concerning possible resolution of the matter shall occur.

If settlement is achieved at the meeting, the issue shall be deemed resolved. A statement of the terms of the mutual settlement shall become part of the member's personnel file, if the member so requests. Such settlement shall not be inconsistent with the terms of this agreement.

If no mutually satisfactory resolution is reached within three (3) weeks, either the charge shall be withdrawn, or the President shall proceed with the imposition of the sanction.

16.6.1 If the sanction is a reprimand, it shall be placed in the member's personnel file and a copy sent to the member. The reprimand shall carry the date, if any, of planned removal from the member's personnel file. A member may contest the imposition of a reprimand and the prescribed time it will remain in the member's personnel file through the grievance system. A reprimand after its expiration date, if any, shall be removed. This may be accomplished either by an appropriate administrator or upon the request of the member.

16.6.2 If the sanction involves a suspension, the Administration shall issue in writing an intent to suspend the member without pay for a stated period. The member may contest said intent to suspend through an expedited grievance filed at Step 3 (Article 15.3.3). If the member elects to file such a grievance, the member shall do so within seven (7) calendar days of notification of said intent. The Grievance Arbitration Committee shall be convened within ten (10) calendar days of the filing and shall announce its decision not later than three (3) calendar days after completion of its deliberations.

16.6.3 If the sanction involves termination, the Administration shall send a written statement of charges framed with reasonable particularity to the affected member, the University Mediation Committee, the BOR President or designee, and the President of CSU-AAUP. The statement of charges shall be accompanied by a notice of the affected member's right to a hearing before the University Termination Hearing Committee. This notice shall be copied to the Termination Hearing Committee.

16.6.3.1 The Mediation Committee shall assist the parties in attempting to affect a resolution. Members of the Mediation Committee who are disqualified for bias or interest shall remove themselves from the case, either at the request of a party or on their own initiative and be replaced by an alternate. The Mediation Committee shall conclude its role within two (2) weeks of notice received pursuant to 16.6.3.

16.6.3.2 The Termination Hearing Committee shall, within five (5) days of the date of notification in 16.6.3, tentatively schedule a hearing no sooner than six (6) weeks and no later than eight (8) weeks from that date of notice.

16.6.3.3 The President of the BOR or designee and the CSU-AAUP President shall, within five (5) days of the date of notification in Article 16.6.3, select a Termination Hearing Officer (see Article 16.6.4). The Hearing Officer shall be selected from a list of nine (9) which will be determined by November 1, 2016: three (3) members selected by CSU-AAUP, three (3) managers selected by the Board, and three (3) arbitrators provided by the American Arbitration Association.

The selection method shall be as follows: The President of the BOR or designee and the CSU-AAUP President shall alternately strike one name from the list, until only one name remains; a toss of a coin shall determine who strikes the first

name. In the event the hearing officer selected by this process is not available on the hearing date(s), the hearing officer who was stricken last shall be sought. The cost of the hearing officer's fees and related expenses, if any, shall be borne by the Board.

16.6.3.4 If the affected member chooses to waive the right to a hearing, the member must so inform the President within three (3) weeks of receipt of the statement of charges described in Article 16.6.3; by waiving the right to a hearing, the member does not waive the right to contest the disciplinary action through arbitration. If the member does not waive a hearing by this time, the President shall direct the Termination Hearing Committee to confirm the tentatively scheduled hearing date(s) (see Articles 16.6.4 - 16.6.12).

16.6.3.5 After the Termination Hearing Committee has confirmed the hearing date, the Committee shall inform the affected member and the President confirming the date, place and time of the hearing. The Committee shall provide this information as expeditiously as possible, but in no case less than two (2) weeks prior to the commencement of the hearing. The Administration shall expeditiously notify the President of CSU-AAUP and the BOR President or designee, who shall notify the selected Hearing Officer.

16.6.4 The Termination Hearing Officer shall: (a) conduct the hearing for the purpose of insuring orderly procedures and presentation of the case by the Administration and by the member and/or AAUP for the benefit of the Termination Hearing Committee; and (b) advise the members of the Committee as required, on procedural or definitional matters identified herein, The Hearing Officer shall grant extensions or recesses to which both parties agree, The Hearing Officer shall grant reasonable recesses to enable either party to investigate evidence as to which a valid claim of surprise is made,

The Hearing Officer shall not be bound by strict rules of legal evidence and may admit any evidence which is of probative value in determining the issues involved. Every possible effort shall be made to obtain the most reliable evidence available. In all other respects, the Voluntary Labor Arbitration Rules then in force of the American Arbitration Association shall prevail regarding the conduct of the hearing,

16.6.5 Prior to the hearing, the affected member shall determine whether the hearing should be public or private and no adverse inference shall be drawn from such determination,

16.6.6 The member shall be entitled to have an advisor and/or legal counsel attend and participate fully in the proceedings. If the member employs legal counsel, it shall be at the member's expense. CSU-AAUP and its counsel (if different from the individual's counsel) may also attend and participate in the proceedings.

16.6.7 If requested by either party, a verbatim record of the hearing or hearings shall be taken and a typewritten copy shall be made available to the requesting party. The cost of said material shall be borne by the requesting party and a copy shall be shared with the other party.

16.6.8 The Administration shall cooperate with the member to make available relevant documents and witnesses who are university employees.

16.6.9 The member and the Administration shall have the right to confront and cross-examine all witnesses. Members of the Committee may ask questions of the parties and of witnesses, under the general control of the Hearing Officer.

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to discharge his professional responsibilities. Discipline shall not be used to restrain members in the exercise of academic freedom or other rights of citizens.

20.2 When Management has reason to believe an incident(s) has occurred which might serve as grounds for discipline, it shall investigate prior to the application of Section 20.3 below. Interviews with the employee and others may be conducted during any such investigation. Before such interview occurs, the member shall be advised of his right to Union representation and shall acknowledge in writing that he has been given such opportunity. If the individual refuses to make such written acknowledgment, Management shall notify the Union prior to the meeting.

20.2.1 In cases where the President/Chancellor believes that an employee's presence on campus may endanger himself or others, the employee may be placed on a paid leave pending completion of the above process.

20.3 Prior to imposing any disciplinary action, the appropriate Management official shall meet with the member who shall be given the opportunity to be accompanied by a Union representative. The member shall acknowledge in writing that he has been given the opportunity to be accompanied by the Union representative. If the individual refuses to make such written acknowledgment, Management shall notify the Union representative prior to the meeting. At this meeting, written charges shall be presented to the employee.

If the matter is not disposed of by mutual agreement at the meeting and the appropriate Management Official decides to impose discipline, he shall send a written statement of the charges and the disciplinary action to the member and the Union simultaneously.

20.3.1 Written Reprimand

A written reprimand shall carry the date, if any, of planned removal from the personnel file not to exceed twenty-four (24) months. If a reprimand is not removed from the member's personnel file pursuant to the Grievance Procedure, it shall be the employee's obligation to request such removal after the reprimand's expiration date, if any, has passed.

An evaluation shall not be construed as a written reprimand.

20.3.2 Abandonment

Members who both fail to meet their assigned duties and to report their absence for more than ten (10) consecutive work days may be deemed to have abandoned their employment absent extenuating circumstances.

20.3.3 An administrative faculty member may grieve any suspension, demotion, or dismissal beginning at Step 2 of the grievance procedure.

20.4 If a disciplinary grievance proceeds through arbitration, the arbitrator may:

- (1) approve the disciplinary action imposed by the University;
- (2) reduce or modify such penalty as appropriate under the circumstances;
- (3) eliminate the penalty with a purging of the record and restoration of all pay and benefits.

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16.6.10 (See 16.3.) In the hearing of charges of gross incompetence, the University's burden shall include the proferring of witness(es) from these or other institutions of higher education.

16.6.11 The findings of fact and decision shall be based solely on the hearing record.

16.6.11.1 In weighing the case for dismissal for falsification of credentials, the Termination Hearing Committee must consider whether there is clear and convincing evidence that: (a) false information has been provided; (b) such action was known to the member; and (c) such information was a basis for the member's employment, promotion or tenure, as the case may be.

16.6.11.2 In weighing the case for dismissal for adequate cause other than falsification of credentials, the Termination Hearing Committee must consider whether there is clear and convincing evidence of unfitness of the affected member to discharge professional responsibilities.

16.6.12 At the conclusion of the hearing, the Hearing Officer shall declare the record closed. Within seven (7) days, the Termination Hearing Committee shall deliver a written decision and recommendation to the President. Said recommendation shall include a recommendation to: (a) dismiss the affected member; or (b) suspend, with or without pay, for a stated period; or (c) reprimand; or (d) dismiss the charges. The decision and recommendation shall be determined by majority vote of the committee. The Hearing Officer shall not participate in the substantive deliberations of the Committee but shall be available to advise on procedural and definitional matters.

16.6.13 Within seven (7) days of receiving said recommendations, or of receiving the affected member's waiver (Article 16.6.3.4) the President shall make a decision on the matter and shall inform in writing the affected member, the CSU-AAUP President, the BOR President or designee, the Hearing Officer and the Termination Hearing Committee, if applicable, of that decision.

16.6.13.1 If the President concurs with the recommendation of the Termination Hearing Committee or imposes a lesser sanction, the affected member shall have no further substantive appeal under this agreement.

16.6.13.2 If the President decides to impose a sanction of greater severity than recommended by the Committee, the President shall include the reasons in the written decision. In this instance, the member or CSU-AAUP may appeal, by written notice to the President within ten (10) days, to the grievance process beginning at Article 15.5.3 or 15.5.4.

16.6.14 A member terminated or otherwise disciplined under the provisions of Article 16 may, upon exhausting all appeals, seek reversal only on grounds of inadequate cause, by exclusive remedy either from the courts or from binding arbitration. The sole remedy an arbitrator may confer upon an aggrieved member is reversal of the decision to dismiss or discipline. If court action is not supported by CSU-AAUP, the cost of the legal fees in such action shall be borne by the member.

SUOAF-AFSCME Collective Bargaining Agreement 2007-2011

ARTICLE 20 - DISCIPLINE

20.1 Discipline of a member under this Article may include any written reprimand, demotion, suspension with or without pay, or dismissal from service. The Board subscribes to the principles of progressive discipline. No disciplinary action shall be instituted against any bargaining unit member without just cause. Any disciplinary action shall be predicated upon written charges related directly and substantially to the alleged unsuitability of the member

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Maintenance & Service Contract NP-2

Article 17

Dismissal, Suspension, Demotion and Other Discipline

Section One. No permanent employee who has completed the working test period shall be demoted, transferred for disciplinary reasons, suspended, discharged or otherwise disciplined except for just cause.

Section Two. The employer shall notify the Union in writing of all discipline inclusive of any reprimand, demotion, disciplinary transfer, suspension (including the docking of pay for disciplinary reasons), or discharge concurrent with the written notice to the employee. Disciplinary action shall be timely. Such written notice shall cite the reasons for the discipline, effective date of discipline, and the notice of right of appeal. If the Union or the employee desires to grieve the disciplinary action, written notice thereof shall be submitted directly to Step III of the grievance procedure within fourteen (14) days of receipt of the notice of discipline, or else the grievance is waived notwithstanding any provisions of the Agreement to the contrary. A copy of such notice of appeal shall be sent concurrently to the employee's agency designee.

Section Three. The State reserves the right to discipline or discharge employees for breach of the No Strike Article. An employee may grieve whether he/she participated in a violation of such article. If, in an arbitration proceeding, the employer establishes that the employee(s) breached the no Strike Article, the arbitrator shall have no power to alter or modify the discipline imposed.

Section Four. Employer Conduct for Discipline. If an employer has an immediate need to correct or counsel an employee it shall be done in a manner so as not to embarrass the employee in front of other employees or members of the public who happen to be in the vicinity of the employee's work station.

Section Five. In cases which involve a criminal investigation or the disposition of a criminal charge related to the employee's work or work performance, the employee may be placed on an unpaid leave of absence pending administrative action of the appointing authority. An employee may draw upon all his/her earned leave (except sick leave). The employer shall investigate alternative assignments for the employee in lieu of unpaid leave. In all other cases involving investigation, an employee shall be placed on a paid leave of absence and shall be informed of the nature of the alleged charges. If an employee is discharged or suspended as a result of the investigation, the effective date of such discharge or suspension shall be the effective date of the leave of absence. If the employee is not dismissed as a result of the investigation, he/she shall be reinstated with full pay retroactive to the starting date of the leave. Such reinstatement, however, shall not preclude other disciplinary action.

Section Six. Investigatory Review. An employee who is being interviewed concerning an incident or action which may subject him/her to disciplinary action shall be immediately notified of his/her right to have a Union steward or other Union representative present, provided this provision shall not unreasonably delay completion of the investigatory interview. This provision shall be applicable to investigation before, during or after the filing of a charge against an employee or notification to the employee of disciplinary action.

The provisions of this section shall not be interpreted to prevent a supervisor from questioning an employee at the scene of the incident. No employee shall be requested to offer or to sign a statement to be used in a disciplinary proceeding against himself/herself without being advised of his/her right to Union representation. If the employee waives the right to representation in this instance, such waiver shall be in writing and signed by the employee.

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Section Seven. To the extent practicable, the investigation or discipline of employees shall be scheduled in a manner intended to conform with the employee's work schedule, with an intent to avoid overtime. When an employee is called to appear at any time beyond his/her normal work time, and actually testifies, he/she shall be deemed to be actually working. If the employee's steward is on duty at the time of the meeting, he/she shall be released for the meeting with pay.

Section Eight. The grounds presently spelled out in Section 5-240 for dismissal, demotion, suspension and reprimand including the consequences of unsatisfactory service rating(s) are hereby incorporated by reference.

Section Nine. When an employee is demoted, suspended or discharged, each party shall provide to the other, upon request, copies of all written documents to be submitted in evidence at a grievance hearing. Such documents shall be provided one week prior to the scheduled grievance conference.

Section Ten. An employee may be temporarily transferred within a twenty-five (25) mile radius for a period not to exceed ten (10) working days in order to investigate and/or resolve potential employee conflicts or situations of alleged sexual harassment. The Union will be notified of this transfer prior to its taking effect. No employee shall be involuntarily temporarily transferred more than one (1) time in a calendar year.

Article 18 Hours of Work, Work Schedules and Overtime

Section One. Work Schedules. (a) **Standard Workweek.** The standard workweek for full-time employees shall be thirty-seven and one half (37½) hours in five (5) consecutive days with regularly established starting and ending times.

(b) **Nonstandard Workweek.** A nonstandard workweek for full-time employees shall average no more than five (5) workdays and thirty-seven and one half (37½) hours per week (Friday through Thursday) over a period of eight (8) weeks or less.

(c) **Unscheduled Workweek.** An unscheduled workweek for full-time employees shall be thirty-seven and one half (37½) hours in five (5) days, with starting and ending times determined by the requirements of the position.

(d) **Effective July 4, 1986,** all employees who are assigned to a forty (40) hour workweek shall have all benefits calculated on that basis.

Section Two. Employees shall receive two (2) weeks written notice of any change in previously scheduled hours or workweeks, except in emergencies and then in no event less than twenty-four (24) hours.

Section Three. (a) During the life of this Agreement, prior to the establishment or disestablishment of nonstandard or unscheduled workweeks as defined in Section One (b) and (c), the State shall notify the Union and shall negotiate to the full extent required by law. The Union agrees to make every reasonable effort to conclude negotiations within thirty (30) days. If that is not possible, the State may implement the proposed schedule change or a modification thereof which may have resulted from the discussions with the Union.

(b) The employer shall notify the Union when it significantly changes agency operating hours and/or establishes significantly different work schedules. Upon request of the Union, the employer shall negotiate with the Union over the impact of such changes on the employees.

(c) When it becomes necessary to involuntarily change an individual employee's work schedule, the employer shall select on the basis of inverse seniority, unless in his/her judgment, there is a significant difference in the qualifications or work records of those employees who

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The provisions of this section shall not be interpreted to prevent a supervisor from questioning an employee at the workplace.

Section Seven. Whenever practicable, any investigatory or disciplinary meeting with an employee shall be scheduled in a manner intended to conform with the employee's work schedule, with an intent to avoid overtime. If such scheduling is not possible, and an employee is required to appear at any time beyond his/her normal work time, he/she shall be deemed to be actually working. If the employee's representative is on duty at the time of the meeting, the representative shall be released for the meeting with pay.

Section Eight. The State reserves the right to discipline or discharge employees for breach of the No Strike Article. An employee may grieve said disciplinary action directly to Step III. If, in an arbitration proceeding, the Employer establishes that the employee(s) breached the No Strike Article, the arbitrator shall not substitute his judgment for that of the Employer as to the appropriateness of the discipline imposed, except that in cases of dismissal, the arbitrator may modify the penalty of dismissal if the Employer's judgment can be shown to be arbitrary, capricious or discriminatory.

Section Nine. Reprimands. A written reprimand or a written record of an oral reprimand which is placed in an employee's personnel file and which is not merged in the service rating next following shall be considered void for purposes of progressive discipline after eighteen (18) months, unless another disciplinary action is taken within that period of time.

An employee shall have the right to file a written response to any such reprimand or record, and such response will be attached thereto and placed in the personnel file. Any such response shall also be considered void if the reprimand to which it is attached is considered void under this section.

For purposes of this section, "void" means that the document shall be marked "void for employment purposes" or placed in a separate file and shall not be used for any employment-related purposes under this contract.

Section Ten. An appointing authority may, pending an investigation of alleged action which constitutes grounds for dismissal (including disposition of criminal charge against the employee), place the employee on an administrative leave of absence for a period of up to sixty (60) calendar days. The appointing authority may reassign the employee to an alternative assignment during the investigation, where practicable.

The paid leave under this section may be extended for the period of the pre-discipline procedure and the discipline notice period. An employee may be placed upon a paid leave of absence during the notice period prior to the effective date of a dismissal.

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arbitral awards, including awards on arbitrability, nor to restrict the authority of a court of competent jurisdiction to construe any such award as contravening the public interest.

(d) **Late Arbitration Awards.** On those cases in which an arbitrator fails without permission of the parties to render a decision within the contractual time limits: the award shall be void, the arbitrator shall be dropped from the panel and the arbitrator shall not be paid.

Section Ten. Notwithstanding any contrary provision of this Agreement, the following matters shall be subject to the grievance procedure but not subject to arbitration:

- (a) Disputes over an employee's job classification (reclassification grievances);

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Administrative Clerical Bargaining Unit NP-3

ARTICLE 16 DISMISSAL, SUSPENSION, DEMOTION OR OTHER DISCIPLINE

Section One. No permanent employee who has satisfactorily completed the working test period shall be reprimanded, demoted, suspended or dismissed except for just cause. Just cause may include but is not necessarily restricted to incompetency, inefficiency, neglect of duty, misconduct or insubordination.

Section Two. The parties jointly recognize the deterrent value of disciplinary action and, whenever appropriate, disciplinary action will be preceded by warning and opportunity for corrective action. Nothing in this Section shall prohibit the Employer from bypassing progressive discipline when the nature of the offense requires and the failure to apply progressive discipline shall not in and of itself be cause for overturning the disciplinary action.

Section Three. A permanent employee who is reprimanded, demoted, suspended or dismissed shall have the right to appeal such action through the grievance and arbitration process set forth in this Agreement.

Grievances concerning dismissal, demotion or suspension shall be submitted directly to Step III of the grievance procedure within twenty one (21) calendar days of the written notice. All grievances filed directly to Step III shall include a copy of the disciplinary notice and a copy of the grievance form shall be sent concurrently to the employee's agency designee. By mutual agreement, such grievances may be expedited directly to arbitration. All other disciplinary grievances shall be filed in accordance with Article 15.

The grievance procedure shall be the exclusive forum for resolving disputes over disciplinary action and shall supersede all preexisting forums.

Section Four. Written notice of dismissal, suspension or demotion shall be sent to the employee by certified mail or served in person. Such written notice shall state the reason(s) for the disciplinary action, the effective date(s) and notice of the right of appeal. The Employer will notify AFSCME Council 4 (Attention: NP-3 unit) by certified mail of any dismissal, suspension or demotion within twenty-four (24) hours of the written notice to the employee.

When an employee is dismissed, suspended or demoted, each party shall provide to the other, upon request, copies of all written documents to be submitted in evidence at the grievance conference. Such documents shall be provided one week prior to the scheduled grievance conference.

Section Five. Employer Conduct for Discipline. If an employer has an immediate need to correct or counsel an employee it shall be done in a manner so as not to embarrass the employee in front of other employees or members of the public who happen to be in the vicinity of the employee's work station.

Section Six. Interrogation. An employee who is being interrogated concerning an incident or action which may subject him/her to disciplinary action shall be notified of his/her right to have a Union steward or other representative present, upon request, provided, however, this provision shall not unreasonably delay completion of the interrogation. This provision shall be applicable to interrogation before, during or after the filing of a charge against an employee or notification to the employee of disciplinary action.

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- (b) Compliance with health and safety standards and COSHA except where specifically mandated by this Agreement.

The following matters shall not be subject to the grievance and arbitration procedure.

- (a) the decision to lay off employees;
- (b) classification and pay grade for newly created jobs; however, this clause shall not diminish the Unions right to negotiate on pay rates, hours of work and working conditions;
- (c) dismissal of employees during the initial working test period;
- (d) non-disciplinary termination of employment.

Section Eleven. The existing procedures for handling appeal of rejection from admission to examination and disputes over reclassification shall remain in force.

ARTICLE 17 DISMISSAL, SUSPENSION, DEMOTION AND OTHER DISCIPLINE

Section One. No permanent employee who has completed the Working Test Period shall be demoted, suspended, dismissed, or disciplined in any other manner except for just cause.

Section Two. Permanent employees shall submit grievances concerning dismissal, suspension or demotion directly to Step 3 within fifteen (15) days of official written notification.

All other disciplinary grievances shall be filed in accordance with Article 16.

Section Three. The State reserves the right to discipline or discharge an employee for breach of the No Strike Article.

In any arbitration, the arbitrator shall have no authority to alter or modify the discipline imposed where the State can show that:

- (a) The employee intentionally engaged in an activity prohibited by said Article or
- (b) Where the discipline imposed is less than a five (5) day suspension.

Section Four. The grievance procedure shall be the exclusive forum for resolving disputes over disciplinary action and shall supersede any pre-existing forums.

Section Five. Employer Conduct for Discipline. Whenever it becomes necessary to discipline an individual employee, the supervisor vested with said responsibility shall undertake said talks in a fashion calculated to apprise the employee of his/her shortcomings, while avoiding embarrassment and public display.

Section Six. Placement of an employee on an unpaid leave of absence under 5-240-(d) shall be subject to the following:

- (a) An employee may draw his/her accrued vacation even if he/she remains on an unpaid leave of absence under Regulation 5-248-3.
- (b) In cases other than those which involve a criminal investigation or the disposition of a criminal charge the employee shall be placed on a paid leave of absence for the duration of the investigation into the situation

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and/or event. At the conclusion of the investigation the employee will be informed of the disposition and whether he/she is to be disciplined.

- (c) In all cases where practicable, the State will investigate the possibility of alternative assignment.

Section Seven. Whenever practicable, the investigation, interrogation or discipline of employees shall be scheduled in a manner intended to conform with the employee's work schedule, with an intent to avoid overtime. When any employee is called to appear at any time beyond his/her normal work time and actually testifies, he/she shall be deemed to be actually working. This provision shall not apply to Union stewards. The applicability of this Section to employees on unscheduled work weeks shall be a subject of continuing discussion.

Section Eight. Reprimands. A written reprimand or a written record of an oral reprimand which is placed in an employee's personnel file and which is not merged in the service rating (No. 1) following the issuance of such reprimand shall remain in the file no later than conclusion of the next annual service rating period (No. 2).

Section Nine. C.G.S. Section 5-240 and the regulations appurtenant thereto in effect on January 1, 1990 are hereby incorporated by reference.

ARTICLE 18 HOURS OF WORK, WORK SCHEDULES AND OVERTIME

Section One. Standard Workweek. The standard workweek for all full-time employees shall be forty (40) hours worked in five (5) eight (8) hour days. The standard workweek period shall be defined as commencing on a Friday and concluding on the following Thursday. The standard workday shall be defined as an eight (8) hour work period between the hours of 7:00 A.M. and 5:30 P.M.

A non-standard workweek for full-time employees shall be an average of forty (40) hours of work per week over a specific time period. Non-standard or averaging schedules shall only be provided where overtime premium can be legitimately exempt from the over forty (40) hours work requirement of F.L.S.A.

An unscheduled workweek for full-time employees shall be an averaging work schedule of forty (40) hours with the starting and ending time and the number of work days determined by the

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concurrence of the arbitrator at or prior to the time of his/her appointment

In cases of dismissals, demotions, or suspensions, in excess of five (5) days, either party may request the arbitrator to maintain a cassette recording of the hearing testimony. Costs of transcription shall be borne by the requesting party. A party requesting a stenographic transcript shall arrange for the stenographer and pay the cost thereof.

The State will continue its practice of paid leave time for witnesses of either party.

- (c) The arbitrator shall have no power to add to, subtract from, alter, or modify this Agreement, nor to grant to either party matters which were not obtained in the bargaining process, nor to impose any remedy or right of relief for any period of time prior to the effective date of the Agreement, nor to grant pay retroactively for more than thirty (30) calendar days prior to the date a grievance was submitted at Step I. The arbitrator shall render his/her decision in writing no later than thirty (30) calendar days after the conclusion of the hearing unless the parties jointly agree otherwise.

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The arbitrator's decision shall be final and binding on the parties in accordance with the Connecticut General Statutes, Section 52-418, provided, however, neither the submission of questions or arbitrability to any arbitrator in the first instance nor any voluntary submission shall be deemed to diminish scope of judicial review over arbitration awards, including awards on competent jurisdiction, to construe any such award as contravening the public interest

Effective July 1, 2006, the following expedited process may be applied for dismissed employees. After the Step 3 decision, the matter may be submitted directly to a mutually agreed upon designated arbitrator, who has previously agreed to hold such hearings within thirty (30) calendar days. The arbitrator shall then hold the arbitration hearing within thirty (30) calendar days. The parties by mutual agreement may extend the time limits described above.

Section Ten. In addition to those exempted and unless specifically stated otherwise, the following matters shall not be subject to the grievance and arbitration procedure:

- (a) dismissal of employees during the initial working test period;
- (b) dismissal of non-permanent employees;
- (c) the decision to lay off employees;
- (d) classification and pay grade for newly created jobs; however, this clause shall not diminish the Union's right to negotiate on pay grades;
- (e) those inherent management rights not restricted by a specific provision of this Agreement in any way, directly or indirectly.
- (f) Disputes over unlawful discrimination shall be grievable, but shall not be arbitrable if a complaint is or has been filed with the CHRO arising from the same common nucleus of operative facts.

Section Eleven. Any grievance which occurred before July 1, 2003 shall be grieved under the prior contract provided that the time limits specified therein are adhered to.

Section Twelve.

- (a) Safety grievances regarding physical facilities must first be processed through Connecticut OSHA. If jurisdiction over the condition is declined by Connecticut OSHA, then the issue may be processed through the grievance and arbitration procedure. Grievances relating to matters other than physical facilities may be processed directly through the grievance and arbitration procedure.
- (b) In any arbitration arising from a dispute over this Section, the arbitrator shall have the authority to direct the agency to correct the unsafe condition.

Section Thirteen. The conferences of the grievance procedure and arbitration hearings shall be closed to the public unless the parties mutually agree otherwise.

ARTICLE 15 - DISCIPLINE, SUSPENSION, DEMOTION AND DISMISSAL

Section One. No permanent employee in the classified service who has completed the working test period and no unclassified employee covered under 5 198(1) who has completed the working test period shall be demoted, suspended or dismissed, except for just cause. (The application of this Section to the employees of the Connecticut Agricultural Experiment Station is subject to the approval of the Station's Board of Control.)

Section Two. In the process of disciplining an employee, the employer representative shall meet with the Union representative and the employee to address the disciplinary situation, such meeting shall occur prior to the actual issuance of discipline. The employee retains the right to waive Union representation. Any disciplinary

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action must be preceded by adequate warning and opportunity for corrective action except in cases of serious misconduct. In all cases, the grievance will be submitted at Step III. By mutual agreement, a grievance under Section One may be expedited directly to arbitration.

Section Three. The State reserves the right to discipline or discharge employees for breach of the No Strike Article. An employee may grieve whether he/she participated in a violation of such Article directly to Step III. If, in an arbitration proceeding the employer establishes that the employee(s) breached the No Strike Article, the arbitrator shall not substitute his/her judgment for that of the employer as to the appropriateness of the discipline imposed.

Section Four. Definitions and Procedures. None of the following shall be imposed unless the corrective disciplinary step has been imposed except in cases of serious misconduct.

A. Suspension.

- (a) An appointing authority may suspend an employee for just cause which may include, but is not restricted to misconduct, insubordination or neglect of duty.
- (b) Within three (3) working days after imposing a suspension on an employee, the appointing authority shall give the employee written notice thereof which must:
 - (1) State the reason;
 - (2) State in concise language the acts or omissions upon which the suspension is based;
 - (3) Give the effective dates;
 - (4) Notify the employee that he/she may reply to the charge and notify him/her of his/her right to grieve.
- (c) The appointing authority shall immediately report a suspension action to the Commissioner of Administrative Services on the prescribed form and shall attach a copy of the notice served on the employee.
- (d) Suspensions may be without pay or with partial pay but may not exceed in the aggregate sixty (60) days in any one (1) calendar year.

B. Demotion.

- (a) An appointing authority may demote for sufficient and just cause. A demotion for reasons of inefficiency or incompetency shall be made not earlier than three (3) months after the satisfactory completion of a working test period.
- (b) Notice. An appointing authority demoting an employee for reasons of inefficiency or incompetency shall give the employee written notice which must:
 - (1) Be at least two (2) weeks in advance of the effective date of the demotion, (2) State the cause and give reasons to support it, (3) Notify the employee of his/her right to grieve.
- (c) Report of the demotion shall be immediately made to the Commissioner of Administrative Services on the prescribed form with a copy attached of the written notice given the employee.
- (d) When demotion is an alternative to a layoff due to lack of work, lack of funds or abolition of position, or similar causes, the appointing authority shall give the employee written notice to that effect as far in advance of the effective date as is practicable, but not less than two (2) weeks. This notice shall also advise the employee of his/her right to grieve only on the grounds that the possible layoff was not in the order prescribed by this Agreement. The demotion shall be immediately reported to the Commissioner of Administrative Services with a copy of the notice to the employee attached.
- (e) An appointing authority may arrange for the demotion of an employee to a lower class or grade for which he/she has the required qualifications at the request of the employee for his/her personal reasons either

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within the agency or by transfer to another agency. Report of such demotion shall be made to the Commissioner of Administrative Services together with a copy of the employee's written statement that the lower class or grade is acceptable to him/her.

- (f) Rate of pay. Any employee demoted, except in lieu of layoff, to a lower class, grade or salary range shall be paid at that lower rate of pay which he/she would have arrived at had he/she been serving in the lower instead of in the higher position.
- (g) If the employee's grievance is upheld, he/she shall be reinstated with full pay retroactive to the date of demotion and any notation of the demotion shall be removed from the employee's roster card.

C. Dismissal.

- (a) An appointing authority may dismiss an employee with permanent status from the classified service when the good of the service will be served thereby. Just cause for considering the good of the service shall be based on, but not necessarily restricted to, incompetency, inefficiency, neglect of duty, or misconduct.
- (b) The following may be considered causes for the dismissal of any employee. This listing is not to be construed as all-inclusive.
 - (1) Prohibited political activity as defined in the regulation pertaining to political activity;
 - (2) Disloyalty to the government of the United States or of the State of Connecticut;
 - (3) Conviction of a crime;
 - (4) Offensive, indecent or abusive conduct towards the public, superiors, coworkers, inmates, or patients of State institutions;
 - (5) Two (2) successive unsatisfactory service ratings, if filed within two (2) years of each other;
 - (6) Fraud or collusion in connection with any examination or appointment in the classified service;
 - (7) Theft, willful neglect or misuse of any State fund, property, equipment, material or supplies, including State owned motor vehicles;
 - (8) Deliberate violation of any law, State regulation or agency rule;
 - (9) Absence without leave for five (5) or more working days or failure to return to duty within five (5) working days following authorized leave;
 - (10) Intoxication while on duty;
 - (11) Neglect of duty;
 - (12) Insubordination, including failure to work overtime if directed to do so;
 - (13) Engaging in any activity which is detrimental to the best interests of the agency or of the State.
- (c) An appointing authority dismissing an employee shall give the employee written notice which shall:
 - (1) State the reason for dismissal;
 - (2) State in concise language the acts or omissions upon which the dismissal is based;
 - (3) State the effective date of the dismissal which shall be two (2) weeks from the date of the notice. Such advance notice need not be given in cases of serious misconduct by an employee affecting the public, the welfare, health, or safety of patients, inmates or State employees or the protection of State property;
 - (4) Notify the employee that he/she may reply to the dismissal, and notify him/her of his/her right to grieve.
- (d) An appointing authority may, pending a determination on discipline to be imposed, place an employee on a leave of absence with pay. Such leave could continue through the pre-disciplinary and post-disciplinary procedure periods as described in Regulations 5-240-7a and 5-240-5a. The paid

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leave may be continued during the notice period prior to the effective date of dismissal.

Section Five. The grievance procedure shall be the exclusive forum for resolving disputes over disciplinary action and will supersede any pre-existing forums.

Section Six. Employer Conduct for Discipline. Whenever it becomes necessary to discipline an individual employee, the supervisor vested with said responsibility shall undertake said talks in a fashion calculated to apprise the employee of his/her shortcomings, while avoiding embarrassment and public display.

Section Seven. Interrogation. An employee who is being interrogated concerning an incident or action which may subject him/her to disciplinary action shall be notified of his/her right to have a Union designee upon request, provided, however, this provision shall not delay completion of the interrogation in excess of forty-eight (48) hours. This provision shall be applicable to interrogation before, during, or after the filing of a charge against an employee or notification to the employee of disciplinary action. No employee shall be subject to discipline as a result of refusal to be a witness against himself/herself at any step of the grievance procedure. The provisions of this Section shall not be interpreted to prevent a supervisor from questioning an employee at the workplace.

Section Eight. Whenever practicable, the investigation, interrogation or discipline of employees shall be scheduled in a manner intended to conform with the employee's work schedule, with an intent to avoid overtime. When any employee is called to appear at any time beyond his/her normal work time and actually testifies, he/she shall be deemed to be actually working. This provision shall not apply to shop stewards.

Section Nine. Reprimands. A written reprimand or a written record of an oral reprimand which is placed in an employee's official personnel file and which is not merged in the service rating next following shall be treated in accordance with the Personnel Record Article.

The parties agree that discipline should not be imposed without an investigation of the issue, notification of the charges, a description of the nature of the evidence and an opportunity for the member to respond. If the investigation results in no discipline, the employee and the Union shall be notified at the time that the decision is made by the employer.

ARTICLE 16. HOURS OF WORK

Section One. The standard work week of all full-time employees shall be thirty-five (35) hours and five (5) days, normally Monday through Friday with regular starting and ending time between the hours of 7:00 AM. to 5:00 P.M. for field personnel and 8:00 A.M. to 4:30 P.M. for office personnel, including a half-hour unpaid meal period.

A non-standard work week for full-time employees shall be an average of thirty-five (35) hours per week exclusive of meal-times over a specific time period.

An unscheduled work week for full-time employees shall be an average of thirty-five (35) hours per week exclusive of meal times with the starting and ending time and the number of days determined by the requirements of the position.

Current standard schedules and schedules which vary from the standard work week shall remain in effect until varied by the appointing authority. The establishment of non-standard or unscheduled work weeks or work schedules shall be made only to meet changing agency operational needs and only after advance approval by the Director of

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the Office of Labor Relations, prior consultation with the Union and not less than two (2) weeks advance notice to affect employees, except when: (a) the standard work week is being established; or (b) an emergency situation exists. For such exception, notification and/or consultation shall be made as soon as practicable. As soon as the emergency is alleviated, the employee shall revert to his/her regular schedule.

The employer has the right to establish permanent bona fide second and third shifts. In the exercise of that right, the employer shall make every effort to staff those shifts with qualified volunteers. The establishment of permanent shifts is subject to the requirements and standards of paragraph 4 regarding changing agency operational needs, advance approval by the Director of the Office of Labor Relations, prior consultation with the Union, and the requirement with respect to two (2) weeks advance notice to affected employees.

Employees who are temporarily defined as the duration of the assignment or Project, but not more than six (6) months, assigned to work schedule different from the standard work schedule shall receive a premium of twenty percent (20%) of their straight time pay for all hours worked which are different from the standard schedule, or, shall be paid time and one-half in conformity with the requirements for overtime specified in the overtime article. The above is meant to apply to situation such as, but not limited to, Aragon Bridge or the Truck Weight Study but are not meant to apply to the Slatem case or Article 17, Section Five. Employees receiving this premium shall not be eligible to receive shift differential as provided for in Section Two.

40 Hour Workweek

The Employer and the Union, through negotiations, may agree in writing to establish a forty (40) hour workweek. Either party may initiate these negotiations by notice to the other party of its interest in such negotiations. Issues unresolved by negotiations shall not be subject to the grievance or arbitration procedure. Forty (40) hour workweeks shall not be established unilaterally. A forty (40) hour schedule shall not be established with individual employees on a voluntary or compulsory basis without the agreement of the Union, as outlined above.

The Office of Labor Relations shall be the State's representative in all such negotiations. If an agreement is reached between the parties to implement a forty (40) hour workweek, such agreement may be implemented without any additional legislative approval required. Any such agreement requires the signature of the Director of Labor Relations and the Executive Director of the Union.

The parties may negotiate over any other schedule in excess of a thirty-five (35) hour workweek. Such negotiations will be governed by the procedure outlined above.

Alternative Work Schedules For Employees Within The DOT Who Elected An Increased Workweek To 40 Hours

The State and the Union agree that the DOT will review, on a case-by-case basis, four (4) day workweek requests of employees who elected an increased workweek to 40 hours. There will be no blanket denials. The DOT's decision to grant or deny such requests shall not be grievable or arbitrable. In consideration of the foregoing, the Union agrees not to file a grievance regarding this issue and the grievance already filed shall be deemed settled hereby. Employees will make a request to their manager for an alternate work schedule. Such requests shall be either granted or denied. The reason for the denial shall be provided in writing. If denied, the employee may request review by a Panel within DOT consisting of one union employee and one member of management.

Section Two. A shift differential of sixty-five cents (\$.65) per hour shall be paid to all employees whose regularly assigned shift or tour of duty begins after 2:00 p.m. or before 6:00 a.m., except

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ARTICLE 14

DISMISSAL, SUSPENSION, DEMOTION OR OTHER DISCIPLINE

Section One. (a) No employee shall be suspended, demoted, or reprimanded except for just cause.

(b) No permanent employee in the classified service who has completed the Working Test Period and no unclassified employee who has completed six (6) months of service or the pre-tenure period, whichever is longer, shall be dismissed except for just cause.

Section Two. Grievances concerning dismissal, suspension or disciplinary demotion shall be submitted directly to Step II of the grievance procedure within fifteen (15) days of the receipt of official notification of such action. The fifteen (15) days referenced herein commence with receipt by the Union (Union representative) of a copy of the notification of discipline. In the event the notification is mailed to the Union, it shall be by certified mail. When feasible, the Union will provide the agency with a concurrent copy of the Step II filing. All other grievances shall be filed at Step I.

Section Three. The grievance procedure shall be the exclusive forum for resolving disputes over disciplinary action and will supersede any preexisting forums.

Section Four. Employer Conduct for Discipline. Whenever it becomes necessary to discipline an individual employee, the supervisor vested with said responsibility shall undertake said talks in a fashion calculated to apprise the employee of shortcomings, while avoiding embarrassment and public display.

Section Five. Placement of an employee on a paid leave of absence shall be governed by Regulation 5-240-5a to permit investigation. Provided, however, nothing shall preclude an employee from electing to be placed on an unpaid leave of absence for up to thirty (30) days. In such event, the employee may draw accrued vacation pay.

At the expiration of the thirty (30) day period, the employee shall be either:

- (1) charged with the appropriate violation;
- (2) reinstated and reassigned to other duties determined appropriate by the appointing authority pending completion of the investigation; or
- (3) reinstated from leave.

Section Six. Interrogation. (a) An employee who is being interrogated concerning an incident or action which may subject him/her to disciplinary action shall be notified of his/her right to have a Union Steward or other representative present upon request, provided however, this provision shall not unreasonably delay completion of the interrogation. The interrogation shall not in any case be delayed beyond twelve (12) working hours irrespective of the ability of the Union to provide the required representation. However, no employee will be forced to appear on the day/shift of such notice. This provision shall be applicable to interrogation before, during or after the filing of a charge against an employee or notification to the employee of disciplinary action.

(b) No employee shall be compelled to offer oral or written evidence against himself/herself in any investigation or (pre) disciplinary action. Statements by the employee in his/her own behalf shall constitute waiver of this protection.

Section Seven. Whenever practicable, the investigation, interrogation or discipline of employees shall be scheduled in a manner intended to conform with the employee's work schedule, with an intent to avoid overtime. When any

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employee is called to appear at any time beyond his/her normal work time and actually testifies, he/she shall be deemed to be actually working. This provision shall not apply to Union stewards. The applicability of this Section to employees on unscheduled work weeks shall be a subject of continuing discussion at local unit levels by the appropriate Labor Management Committees.

Section Eight. C.G.S. Section 5-240 and the regulations appurtenant thereto in effect on January 1, 1994 are hereby incorporated by reference.

ConnSCU Human Resources Policies

ARTICLE 8- NON-CONTINUATION, DISCIPLINE, REPRIMAND, SUSPENSION AND TERMINATION

8.1 Non-continuation

Presidents may be non-continued only by an action of the Board. Other management and confidential professional employees may be non-continued in their current positions without cause or explanation, at the option of the President of the Board, for System Office employees; or Presidents, for College and University employees. Permanent employees hired on or after January 1, 2013, shall receive three (3) months' notice, except for employees hired as campus Presidents whose notice periods shall be established in their initial appointment letters. Campus academic management positions at or above the level of Dean may receive up to twelve (12) months' notice. Permanent employees hired prior to January 1, 2013, shall have the greater of three (3) months' notice or the notice provisions covered by the policy that was previously in effect for their respective employer (e.g. BORD/DHE, CCC, CSU or Charter Oak). The Board retains the authority to offer payment of salary in lieu of service or notice.

8.2 Discipline for Cause

No employee shall be disciplined except for cause. Discipline is defined as reprimand, suspension or termination. Discipline does not include counseling.

Cause includes, but is not limited to: conviction of a crime; offensive, indecent or abusive conduct toward students, the public, superiors or co-workers; use of fraudulent credentials in seeking of appointment, continuation of appointment or promotion; poor performance; theft; willful neglect or misuse of state funds, property, equipment, material or supplies, including state-owned vehicles; violation of law, state regulation or policy of the Board of Regents for Higher Education; intoxication while on duty; neglect of duty; insubordination; engagement in an activity detrimental to the State or the Board of Regents for Higher Education; and disloyalty to the United States or to the State of Connecticut.

8.3 Reprimand

All reprimands shall be placed in the employee's personnel file and a copy shall be sent to the employee. Written reprimands may be removed from an employee's personnel file on the one year anniversary of the date of its issuance unless, during that one year period there is additional discipline issued to the employee. It shall be the employee's responsibility to request removal of a reprimand after its expiration date has passed. Reprimands may only be removed by mutual agreement of the President, Chief Human Resources Officer and the employee.

8.4 Suspension

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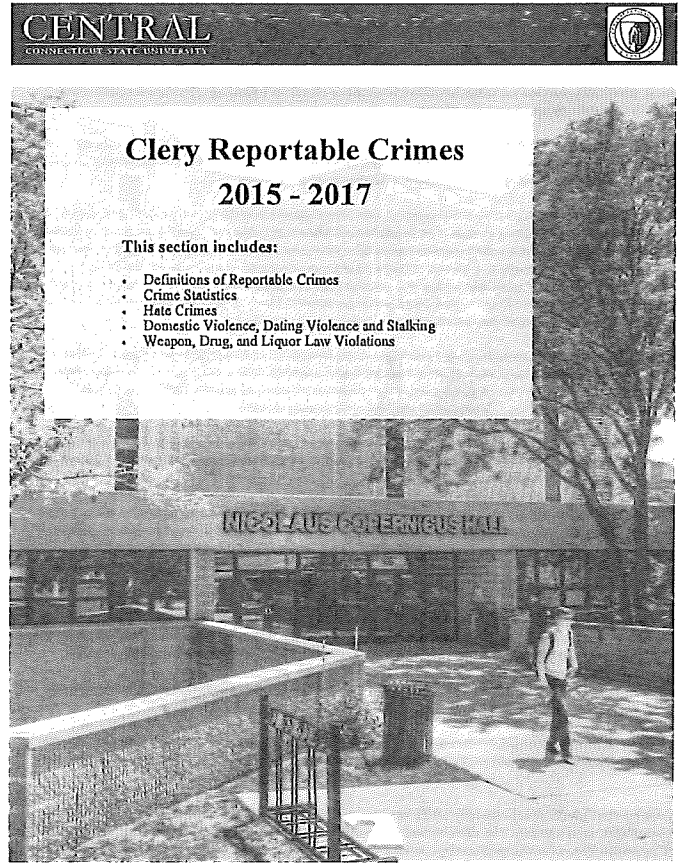
A President may suspend an employee with pay if the employee constitutes a threat of harm to him or herself or others pending investigation of conduct for which discipline may be appropriate.

A President may suspend an employee without pay for cause as specified in section 8.2. In any given action, the affected employee shall have the right to know and respond to the reasons for suspension without pay prior to the imposition of the penalty.

8.5 Appeals of Discipline (not applicable to those non-continued based on 8.1)

To discipline an employee (per 8.2) the following steps shall be followed:

- A. Before any disciplinary action is taken a meeting shall be arranged with the employee and the designee of the employer to discuss the situation. The employee shall have the opportunity to present relevant information. Upon the agreement of both parties discussion may be continued to a mutually agreed time.
- B. After the employer has issued discipline the employee may request a formal hearing by presenting said request not later than five (5) days after the receipt of the disciplinary notice. Said hearing shall be scheduled within thirty (30) days following a timely request by the employee.
- C. A hearing for non-Presidential Staff shall be held before the Vice President for Human Resources or his/her designee. The hearing shall not be governed by formal rules or procedures. The Vice President for Human Resources or his/her designee shall make a good faith effort to be fair and impartial while eliciting relevant information on the matter in question. If the discipline that is being contested was imposed by the Vice President for Human Resources then the President of the Board of Regents may appoint a different hearing officer of his/her choosing.
- D. Hearings for Presidential Staff shall be held by a committee of three appointed by the Chairman of the Board of Regents or his/her designee. Such hearings shall not be governed by formal rules or procedures. The committee appointed by the Chairman of the Board or his/her designee shall make a good faith effort to be fair and impartial while eliciting relevant information on the matter in question.
- E. In either a Presidential or non-Presidential hearing the hearings officers have ten (10) days from the conclusion of the hearing to notify the employee of his/her final and binding decision. Said decision(s) shall be without appeal.
- F. Failure by an employee to adhere to the deadlines specified herein shall be deemed a waiver of the opportunity for a hearing on the matter.



Crime Data

The crime data is displayed in a format that mirrors what is required by the Department of Education and may differ from data reported under federal or state Uniform Crime Reporting (UCR) programs. The difference exists because the Department of Education requires the inclusion of information that is not reportable under the UCR programs. The data that is presented here includes all crimes reported to the CCSU Police that occurred on campus, in the residence halls, non-campus and campus property as well as crimes that may have been reported to other campus security authorities. To give a broader picture of crime on campus and its immediate environs, this data also includes crimes committed at remote campus facilities as well as those occurring near the campus. Hate crime statistics, arrests and/or referrals for campus disciplinary action are also included. Requests are also made to local law enforcement as well.

Definitions of Reportable Crimes

These definitions are used in the Department of Education publications:

Murder/Non-negligent manslaughter: The willful (non-negligent) killing of one human being by another.

Negligent manslaughter: The killing of another person through gross negligence.

Sexual Assault (rape, fondling, incest and statutory rape): Any sexual act directed against another person forcibly and/or against that person's will or not forcibly or against the person's will where the victim is incapable of giving consent.

Consent: is the equal approval, given freely, willingly, and knowingly of each participant to desired sexual involvement. Consent is an affirmative, conscious decision -indicated clearly by words or actions- to engage in mutually accepted sexual contact.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

Burglary: The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.

Motor vehicle theft: The theft or attempted theft of a motor vehicle.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a private dwelling, public building, motor vehicle or aircraft, personal property of another, etc.

Non-campus Property: Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.

Public Property: Public property (not residences or commercial property) immediately adjacent to and accessible from the campus including thoroughfares, streets, sidewalks and parking facilities, but not owned or under the control of the University. Crimes reported in this category are derived through contact with municipal police agencies when available.

Unfounded: A crime may be classified as unfounded only after a full investigation by sworn or commissioned law enforcement personnel. A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

OFFENSE Clery Reportable Crimes	YEAR	GEOGRAPHIC LOCATION				UNFOUNDED
		ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES*	NON-CAMPUS PROPERTY	PUBLIC PROPERTY	
MURDER/NON-NEGLIGENT MANSLAUGHTER	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
MANSLAUGHTER BY NEGLECTANCE	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
RAPE	2017	5	5	0	0	0
	2016	5	5	0	0	0
	2015	4	4	0	0	0
FONDLING	2017	5	4	0	0	0
	2016	1	0	0	0	0
	2015	1	1	0	0	0
INCEST	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
STATUTORY RAPE	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
ROBBERY	2017	0	0	0	0	0
	2016	1	1	0	0	0
	2015	0	0	0	0	0
AGGRAVATED ASSAULT	2017	2	2	0	0	0
	2016	1	1	0	0	0
	2015	0	0	1	0	0
BURGLARY	2017	10	10	0	0	0
	2016	6	0	0	0	0
	2015	0	0	0	0	0
MOTOR VEHICLE THEFT	2017	2	0	0	3	0
	2016	1	0	0	0	0
	2015	0	0	0	3	0
ARSON	2017	1	1	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0

* The student housing figure is a subset of the On-Campus total.

Hate Crime Offenses

Federal law also requires that all hate crimes in the mandated categories be reported. Those crimes are further broken down by the nature of the bias; for example, race, gender, religion, sexual orientation, ethnicity and disability.

Clery Reportable Hate Crime Offenses			
Bias	Number of Incidents	Crime Type	Location
2015			
Race	0	N/A	N/A
Religion	0	N/A	N/A
Sexual Orientation	0	N/A	N/A
Gender	0	N/A	N/A
Gender Identity	0	N/A	N/A
Ethnicity	0	N/A	N/A
National Origin	0	N/A	N/A
Disability	0	N/A	N/A
2016			
Race	0	N/A	N/A
Religion	0	N/A	N/A
Sexual Orientation	0	N/A	N/A
Gender	0	N/A	N/A
Gender Identity	0	N/A	N/A
Ethnicity	0	N/A	N/A
National Origin	0	N/A	N/A
Disability	0	N/A	N/A
2017			
Race	0	N/A	N/A
Religion	0	N/A	N/A
Sexual Orientation	0	N/A	N/A
Gender	0	N/A	N/A
Gender Identity	0	N/A	N/A
Ethnicity	0	N/A	N/A
National Origin	0	N/A	N/A
Disability	0	N/A	N/A

Domestic Violence, Dating Violence and Stalking Offenses

OFFENSE Violence Against Women Act Violations (VAWA)	YEAR	GEOGRAPHIC LOCATION				UNFOUNDED
		ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES*	NON-CAMPUS PROPERTY	PUBLIC PROPERTY	
DOMESTIC VIOLENCE	2017	6	3	0	0	0
	2016	1	0	0	0	0
	2015	8	4	0	0	0
DATING VIOLENCE	2017	9	6	0	0	0
	2016	4	4	0	0	0
	2015	4	2	0	0	0
STALKING	2017	12	6	0	0	0
	2016	4	2	0	0	0
	2015	8	0	0	0	0

* The student housing figure is a subset of the On-Campus total.



Violence Against Women Act

The Violence Against Women Act (VAWA) is the cornerstone of our nation's response to domestic and sexual violence. VAWA 2013 reauthorized and improved upon lifesaving services for all victims of domestic violence, sexual assault, dating violence and stalking - including Native women, immigrants, LGBT victims, college students and youth, and public housing residents.

Definitions

The definitions listed below are for the purposes of reporting Clery Act statistics. These may or may not differ from our institution's local jurisdiction.

Domestic Violence: A felony or misdemeanor crimes of violence committed— (i) By a current or former spouse or intimate partner of the victim, (ii) By a person with whom the victim shares a child in common; (iii) By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, (iv) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or (v) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition— (i) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. (ii) Dating violence does not include acts covered under the definition of domestic violence.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; or suffer substantial emotional distress. For the purposes of this definition— (i) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property. (ii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. (iii) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.

Arrests and Disciplinary Action for Weapon, Drug and Liquor Violations

ARRESTS	YEAR	GEOGRAPHIC LOCATION				UNFOUNDED
		ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING	NON-CAMPUS PROPERTY	PUBLIC PROPERTY	
WEAPONS: Carrying, Possessing, etc.	2017	0	0	0	0	0
	2016	1	1	0	0	0
	2015	0	0	0	0	0
DRUG LAW VIOLATION	2017	17	10	0	4	0
	2016	27	21	0	1	0
	2015	19	17	0	0	0
LIQUOR LAW VIOLATION	2017	25	20	0	4	0
	2016	17	14	0	2	0
	2015	14	5	0	0	0

DISCIPLINARY ACTION	YEAR	GEOGRAPHIC LOCATION				UNFOUNDED
		ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING	NON-CAMPUS PROPERTY	PUBLIC PROPERTY	
WEAPONS: Carrying, Possessing, etc.	2017	0	0	0	0	0
	2016	0	0	0	0	0
	2015	0	0	0	0	0
DRUG LAW VIOLATION	2017	17	17	0	0	0
	2016	13	12	0	0	0
	2015	20	20	0	0	0
LIQUOR LAW VIOLATION	2017	118	117	0	3	0
	2016	245	244	0	0	0
	2015	147	147	2	0	0

* The student housing figure is a subset of the On-Campus total.

Annual Fire Safety Report

A log is kept in the Office of the Environmental Health & Safety Coordinator that lists all fire alarm activations, fire department responses and alarm maintenance.

The CCSU Police Department maintains a log of all fire alarm activations and fire department responses. This log is available for public viewing during the normal business hours of the Records Division, i.e., between 8:00 a.m. and 4:00 p.m., Monday through Friday.

Annual Fire Safety Report					
Residential Facilities	Total Fires	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
2017					
Barrows Hall	0	N/A	N/A	N/A	N/A
Beecher Hall	0	N/A	N/A	N/A	N/A
Gallaudet Hall	1	Open Flame	0	0	\$0 - \$99
James Hall	0	N/A	N/A	N/A	N/A
Mid Campus Hall	0	N/A	N/A	N/A	N/A
Sam May Hall	0	N/A	N/A	N/A	N/A
Seth North Hall	0	N/A	N/A	N/A	N/A
Sheridan Hall	0	N/A	N/A	N/A	N/A
Vance Hall	0	N/A	N/A	N/A	N/A
2016					
Barrows Hall	0	N/A	N/A	N/A	N/A
Beecher Hall	0	N/A	N/A	N/A	N/A
Gallaudet Hall	0	N/A	N/A	N/A	N/A
James Hall	0	N/A	N/A	N/A	N/A
Mid Campus Hall	0	N/A	N/A	N/A	N/A
Sam May Hall	0	N/A	N/A	N/A	N/A
Seth North Hall	0	N/A	N/A	N/A	N/A
Sheridan Hall	0	N/A	N/A	N/A	N/A
Vance Hall	0	N/A	N/A	N/A	N/A
2015					
Barrows Hall	0	N/A	N/A	N/A	N/A
Beecher Hall	0	N/A	N/A	N/A	N/A
Gallaudet Hall	0	N/A	N/A	N/A	N/A
James Hall	0	N/A	N/A	N/A	N/A
Mid Campus Hall	0	N/A	N/A	N/A	N/A
Sam May Hall	0	N/A	N/A	N/A	N/A
Seth North Hall	0	N/A	N/A	N/A	N/A
Sheridan Hall	0	N/A	N/A	N/A	N/A
Vance Hall	0	N/A	N/A	N/A	N/A

Campus Fire Safety

This section includes:

- Resident Hall Fire Statistics
- Resident Halls Fire Safety Systems
- Resident Hall Fire Safety Rules
- Fire Restricted Items in Resident Halls
- Fire Alarm Procedures
- Evacuation Procedures
- Fire Reporting



Residence Hall Fire Safety Rules

Violation of residence hall policies and procedures may lead to disciplinary action that will be referred to either the Department of Residence Life or to the Office of Student Conduct. All students are responsible for reading and understanding the University's Student Code of Conduct section of the Student Handbook.

Alcoholic Beverages/Drugs: Possession and/or consumption of alcoholic beverages, having alcoholic containers (i.e., empty cans, bottles, decorative containers, etc.) in a room and being in a room with alcoholic beverages and/or drugs or their containers is prohibited in the residence halls.

Cooking: Because of fire safety and health regulations, all cooking and food preparation is limited to kitchen areas only. Students must not leave any cooked food unattended. Deep frying is prohibited.

Curfews: There are no curfew hours for residential students. The residence halls are locked 24 hours a day. Resident students' Blue Chip ID cards will open the main entrance to their assigned Residence Hall.

Fire Safety: Students are expected to exercise all precautions to prevent fires in the residence halls. No cooking is permitted in student rooms. The University has authorized a company to market microwave/refrigerator units in designated residence halls. These will be the only microwaves permitted in student rooms. Rooms should be cleaned and free of clutter in order to minimize fire hazards. Drapes must be made of fire-retardant material. No ceiling decorations, including decorative lights, can be hung from or on ceilings. The Residence Life staff conducts monthly health and fire safety inspections.

Fire Alarms, Sprinklers, Heat and Smoke Detectors: Devices have been installed in every residence hall room and fire drills are held periodically. All students must vacate the building immediately when the fire alarm sounds. Failure to vacate may result in separation from the residence hall. Students found tampering with fire safety equipment, heat or smoke detectors, or the fire alarm system will be subjected to disciplinary action and possible restitution. Criminal charges may also result.

Smoking: The State of Connecticut prohibits smoking (including e-cigarettes) in any residence hall or residence hall rooms. Please refer to the following webpage for the designated smoking areas on campus:

Fire Restricted Items for Residence Halls

- Alcoholic beverages
- Air conditioners
- Amplifiers
- B-B guns
- Candles (with or without wicks)
- Cardboard drawer units
- Ceiling fans
- Coffee pots or coffee makers including Keurig
- Drum sets
- Electric appliances
- Electric blankets
- Electric guitars
- Extension cords (only surge protectors permitted)
- Fire arms
- Fireworks
- Fishnets/other ceiling decorations
- Flammable liquids
- Gasoline
- Gasoline-powered equipment
- Halogen (pole) lamps
- Halogen desk lamps with tubular bulbs
- Heating elements (immersion type)
- Heating units
- Hookah
- Hot plates
- Hot pots
- Incense
- Kerosene
- Knives (other than kitchen knives)
- Lamps (kerosene, oil types)
- Lava lamps
- Lofts
- Microwave ovens
- Multi-outlet adapters
- Musical instruments that amplify
- Non-University mattress
- Oil/wax tart warmers
- Paint
- Paint thinner
- Paneling
- Pets (except fish)
- Table model ranges
- Full-size sofas/couches
- Space heaters
- Sun lamps
- Toasters
- Vaporizers
- Waterbeds
- Wicker wastepaper baskets
- Wicker furniture

RESIDENT HALL FIRE SAFETY SYSTEMS	SMOKE DETECTION	RESIDENTIAL HALL SPRINKLERS	FIRE DRILLS CONDUCTED	FIRE SAFETY POLICIES
Barrows Hall 60 Paul J. Manafort Drive	24 hour detection with smoke detectors and central station monitoring All devices are tested semi-annually	Sprinklers are located throughout the Residential Hall Systems tested quarterly	Semi Annual Drills in conjunction with the University Fire Coordinator, Police, and Facilities Team	Evacuation routes listed in all Residential Rooms Also, see the following pages
Beecher Hall 30 DiLoreto Drive	24 hour detection with smoke detectors and central station monitoring All devices are tested semi-annually	Sprinklers are located throughout the Residential Hall Systems tested quarterly	Semi Annual Drills in conjunction with the University Fire Coordinator, Police, and Facilities Team	Evacuation routes listed in all Residential Rooms Also, see the following pages
Gallaudet Hall 75 Wells Street	24 hour detection with smoke detectors and central station monitoring All devices are tested semi-annually	Sprinklers are located throughout the Residential Hall Systems tested quarterly	Semi Annual Drills in conjunction with the University Fire Coordinator, Police, and Facilities Team	Evacuation routes listed in all Residential Rooms Also, see the following pages
James Hall 80 Paul J. Manafort Drive	24 hour detection with smoke detectors and central station monitoring All devices are tested semi-annually	Sprinklers are located throughout the Residential Hall Systems tested quarterly	Semi Annual Drills in conjunction with the University Fire Coordinator, Police, and Facilities Team	Evacuation routes listed in all Residential Rooms Also, see the following pages
Sam May Hall 85 Wells Street	24 hour detection with smoke detectors and central station monitoring All devices are tested semi-annually	Sprinklers are located throughout the Residential Hall Systems tested quarterly	Semi Annual Drills in conjunction with the University Fire Coordinator, Police, and Facilities Team	Evacuation routes listed in all Residential Rooms Also, see the following pages
Seth North Hall 100 Paul J. Manafort Drive	24 hour detection with smoke detectors and central station monitoring All devices are tested semi-annually	Sprinklers are located throughout the Residential Hall Systems tested quarterly	Semi Annual Drills in conjunction with the University Fire Coordinator, Police, and Facilities Team	Evacuation routes listed in all Residential Rooms Also, see the following pages
Sheridan Hall 65 Wells Street	24 hour detection with smoke detectors and central station monitoring All devices are tested semi-annually	Sprinklers are located throughout the Residential Hall Systems tested quarterly	Semi Annual Drills in conjunction with the University Fire Coordinator, Police, and Facilities Team	Evacuation routes listed in all Residential Rooms Also, see the following pages
Vance Hall 55 Wells Street	24 hour detection with smoke detectors and central station monitoring All devices are tested semi-annually	Sprinklers are located throughout the Residential Hall Systems tested quarterly	Semi Annual Drills in conjunction with the University Fire Coordinator, Police, and Facilities Team	Evacuation routes listed in all Residential Rooms Also, see the following pages
Mid Campus 169 Ella T. Grasso Boulevard	24 hour detection with smoke detectors and central station monitoring All devices are tested semi-annually	Sprinklers are located throughout the Residential Hall Systems tested quarterly	Semi Annual Drills in conjunction with the University Fire Coordinator, Police, and Facilities Team	Evacuation routes listed in all Residential Rooms Also, see the following pages

Health & Fire Safety Inspections: For the health and safety of each resident, the Residence Life staff conducts monthly routine inspections for fire safety hazards, damages and the cleanliness of the rooms/suites. If a student is found in possession of prohibited items, these items will be confiscated by the Residence Life staff.

Fire Alarm Activation Procedures: Every residential hall room has a pre determined evacuation route and is posted in accordance with the Connecticut State Fire Codes. All students must vacate the building immediately when the fire alarm sounds. Failure to vacate may result in separation from the residence hall. Students found not exiting in a timely manner when the alarm is sounding will be subjected to disciplinary action. Criminal charges may also result.

Tampering With Alarms or Sprinklers: Under Connecticut law it is a felony (punishable by over a year in prison) to damage or tamper with fire alarms or fire suppressions systems, including the sprinkler heads or smoke alarms within residence halls. Don't gamble with your life or the lives of others.

Fire Safety Training: In conjunction with the semi-annual fire drills the students are given access to the Residence Hall Rules 24 hours a day on-line. They may contact the Environmental Health and Safety Fire Coordinator, Terrence Ferrarotti, their resident hall director or the resident assistants at any time. The University Police Department may also assist any student who has an immediate fire or life safety question 24 hours a day.

All of the residential directors and assistants receive annual training on fire safety and they hold individual group meetings with their residents. The annual fire safety training includes the procedures outlined in the Emergency Evacuation Plan.

Fire Evacuation Procedures

Refer to page 12 in this report for full evacuation procedures.

- Get out and close the door behind you.
- Pull the closest fire alarm on your way out.
- Know at least two escape routes.
- Never use the elevator during a fire alarm; always use the stairs.
- Call 911 from a safe place outside.
- Never re-enter a building for any reason; wait until you get the "all clear" from the fire department to go back inside.
- If you are not able to get out due to thick smoke and fire, you will need to shelter-in-place.
- If you are able, move to a room with an outside window.
- Call 911 if possible and let them know where you are trapped.
- Block the cracks from around the door to prevent smoke from coming in.
- Stay by a window where rescuers can see you; rescue in large buildings can take some time.

REMEMBER TO NEVER USE THE ELEVATORS IN A FIRE EMERGENCY!

FIRE REPORTING

Emergency response of Fire/Police or Emergency Medical Services: 911
 Routine Phone calls may be made to the University Police Department: 860-832-2375
 Fire Lieutenant Terrence Ferrarotti may also be contacted by calling the following
 Normal Business Hours: 860-832-2386
 After Hour Emergencies: 860-832-2375

PLEASE NOTE THAT TO REPORT OR REQUEST ANY EMERGENCY RESPONSE OF FIRE/ POLICE OR EMERGENCY MEDICAL RESPONSE YOU MUST DIAL 911 OR CONTACT THE UNIVERSITY POLICE ON CAMPUS AT 860-832-2375.

PLEASE REPORT ANY FIRE THAT HAS OCCURRED TO UNIVERSITY POLICE AT 860-832-2375.

BUILDING KEY

1. Student Hall (SD)
2. Haven White Hall (HW)
3. Haven White Annex
4. Connell Hall
5. Barnard Hall (BH)
6. White Hall (WH)
7. Power Hall (PH)
8. Power Annex (PA)
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EMERGENCY PHONE LOCATIONS

1. Student Hall (SD)
2. Haven White Hall (HW)
3. Haven White Annex
4. Connell Hall
5. Barnard Hall (BH)
6. White Hall (WH)
7. Power Hall (PH)
8. Power Annex (PA)
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CLASSROOM BUILDING CODES (Code, Building #, Name)

ANX 35 Kater Hall Annex	PA 25 James J. Maloney Hall	HX 7 Nicholas J. Kater Hall
EB 22 Elba Barber Library	FD 15 Frank J. DiLoreto Hall	HW 4 Herbert D. White Hall
EW 11 Emma Hart Willard Hall	IB 5 Henry Rowland Hall	LD 1 Lawrence J. Davidson Hall

RECREATIONAL FIELDS

- 1. RECREATIONAL FIELD #1
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CENTERS AND FACILITIES

- 1. HILLTOP CAFE
- 2. PUBLIC SAFETY BUILDINGS
- 3. SERVICE ROAD
- 4. ENERGY CENTER
- 5. RICHARD ENGINEERING LABORATORY
- 6. CEMETERIES
- 7. RECREATIONAL FIELD #1
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STUDENT PARKING

* Student parking. All resident hall students should park in CG, SG, or WG. For more information visit www.ccsu.edu/police
 * Downtown Campus, 185 Main Street, New Britain

The Future

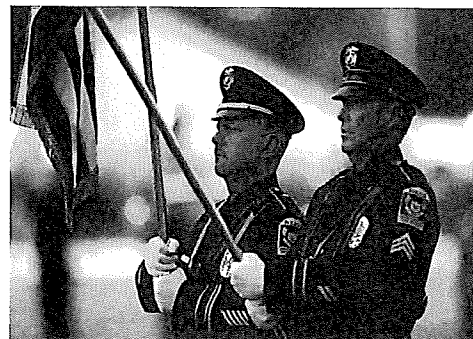
Central Connecticut State University, Office of Environmental Health and Safety (Fire) remains committed to life safety. In partnership with the Central Connecticut University Police Department, the Facilities Department, the Residential Life Department and the New Britain, Connecticut Fire Department, we will continually review policies and procedures and seek any safety advantage that may arise through emerging technology in field of fire safety.

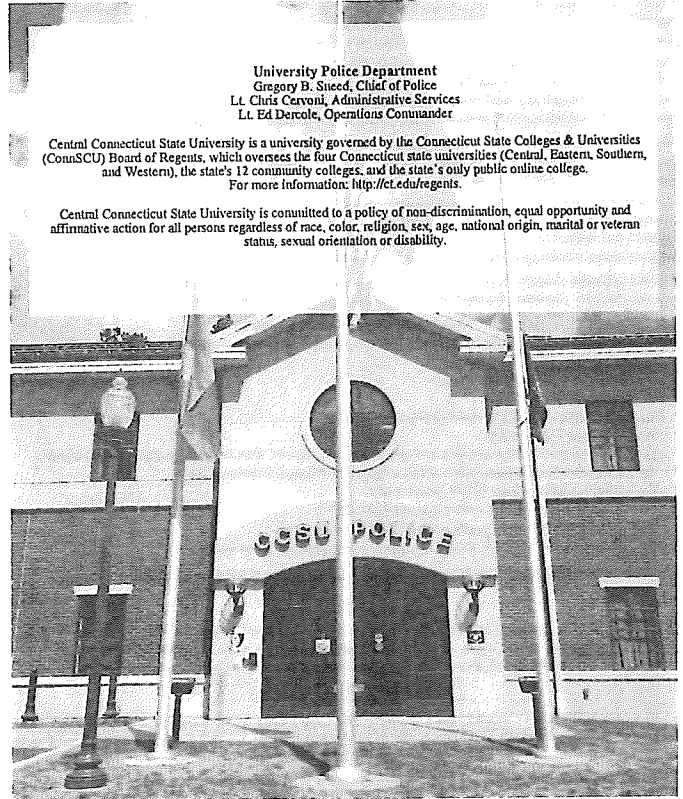
CCSU Police Department Mission Statement

To help ensure a safe, healthy and stable work environment. To carry out the role in a collaborative and professional manner, which respects and protects the rights of all individuals through our commitment, service and integrity.

CCSU Police Department Goals

- Reduce crime
- Increase crime clearance rates through diligence of effort
- Develop and maintain partnerships between the community in an effort to identify concerns and crime problems
- Incorporate intelligence-led policing analysis with our service oriented and community policing philosophies
- Look for new and innovative ways to increase safety through crime prevention and environmental design methods
- Cultivate, enhance and nurture trustworthy relationships with the community we serve
- Create a campus culture that recognizes the importance of personal and community safety
- Develop strategies to recruit and retain employees and enhance employee satisfaction and staff development





University Police Department
 Gregory B. Sneed, Chief of Police
 Lt. Chris Cervoni, Administrative Services
 Lt. Ed Dercote, Operations Commander

Central Connecticut State University is a university governed by the Connecticut State Colleges & Universities (ConnSCU) Board of Regents, which oversees the four Connecticut state universities (Central, Eastern, Southern, and Western), the state's 12 community colleges, and the state's only public online college.
 For more information: <http://ct.edu/regents>.

Central Connecticut State University is committed to a policy of non-discrimination, equal opportunity and affirmative action for all persons regardless of race, color, religion, sex, age, national origin, marital or veteran status, sexual orientation or disability.

Brodeur, Thomas (Purchasing)

From: Kenton, Stanley <Stanley.Kenton@ct.gov>
Sent: Thursday, November 16, 2017 6:59 PM
To: Brodeur, Thomas (Purchasing)
Cc: 'torozr@ccsu.edu'; Goldberg, Joshua; Yetishefsky, Meg; Kenton, Stanley
Subject: 2018 Small / Minority Business Goal Report - Central Connecticut State University
Attachments: CCSU - Goals Approval Letter-FY18.pdf

COMPLIANCE MEMORANDUM

TO: Thomas Brodeur, Purchasing Manager

CC: Dr. Zulma R. Toro, President
Commission on Human Rights and Opportunities – Contract Compliance Unit
Stan Kenton, Accounts Examiner, Supplier Diversity, DAS

FROM: Meg Yetishefsky, Program Manager, DAS Supplier Diversity Program

DATE: November 16, 2017

SUBJECT: *FY 2017-2018 Small / Minority Business Goal Report
Central Connecticut State University*

The Department of Administrative Services (DAS), Supplier Diversity Unit has reviewed your agency report and has provided the attached memo addressing your agency's specific S/MBE Goal for Fiscal Year 2017/2018. Should you have any questions regarding this attachment, please call Stan Kenton, by telephone at 860-713-5241 or Email: stanley.kenton@ct.gov.

PLEASE NOTE: *Per the Connecticut General Statute (C.G.S.) 4a-60g, agency should be submitting the annual goals report to the Planning & Development Committees and the Government Administration & Elections Committee.*

(For your convenience, I have listed the members who should be reported to.)

Planning & Development:

Senator Steve Cassano, Co-Chair
Senator George S. Logan, Co-Chair
Representative Roland J. Lemar, Co-Chair
Representative Tami Zawistowski, Ranking Member

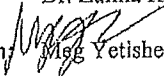
Government Administration & Elections:

Senator Mae Flexer, Co-Chair
Senator Mike McLachlan, Co-Chair
Representative Dan Fox, Co-Chair
Representative Laura Devlin, Ranking Member

Memorandum

To: Thomas Brodeur, Purchasing Manager

CC: Commission on Human Rights and Opportunities - Contract Compliance Unit
Dr. Zulma R. Toro, President

From:  Miss Yetishefsky, Program Manager, Supplier Diversity Program

Date: November 16, 2017

Re: FY 2017-2018 Small/Minority Business Goal Report
Central Connecticut State University

This memo is to inform you that the DAS, Supplier Diversity Unit has received your agency's FY17-18 S/MBE goal report outlining the agency adopted budget and subsequent funds available for S/MBE purchases for FY17-18.

As indicated in CGS, 4a-60g, "twenty-five percent of the total value of the annual budget for all contracts (including construction, rehabilitation, or rehabilitation of public buildings, the construction and maintenance of highways and the purchasing of goods and services) shall be set-aside for Small Businesses and of that computed amount, twenty-five percent must be awarded to Minority Businesses Enterprises."

A review of the agency submission has indicated the following:

Line 1: Total Agency Adopted Budget for FY 18 :	\$	234,290,379
Line 2: Amount Available for S/MBE program :	\$	974,997
(after allowable deductions/exemptions)		
Line 3: 25% of Line 2 - total set aside for Small/Minority Business Enterprise :	\$	243,749
Line 4: 25% of Line 3 - total set aside for only Minority Business Enterprise :	\$	60,937

The DAS has approved your request for the food service contract exemption. However, Central Connecticut State University may choose to report "good faith efforts" made by your food service contractor to subcontract to Small Business Enterprises and Minority Business Enterprises (SBE/MBE's). This information may be provided with the quarterly SBE/MBE spend reports (under separate cover/optional).

The Supplier Diversity representatives have worked to certify several Small/Minority Businesses that are in the food industry. The Supplier Diversity Unit will also work with your contracted food vendor to certify any vendors that qualify for the state's program.

The commitment of each state agency and political subdivision to set aside opportunities for Small/Minority Businesses will assist in the economic growth of the Connecticut Small Minority Businesses community.

The DAS, specifically the Supplier Diversity Unit will continue to offer the training needed to each state agency and political subdivision to facilitate the compliance of their annual S/MBE goal. The DAS, Supplier Diversity representative assigned to your agency is Stan Kenton. Questions regarding the agency Small/Minority Business goal report should be directed to Stan Kenton at Stanley.Kenton@ct.gov or (860) 713-5241.

Attachment

FY18 CENTRAL CONNECTICUT STATE UNIVERSITY

AMOUNTS REQUESTED BY AGENCY

DESCRIPTION		Page 2 Federally Funded Expenditures	Page 3 Non- Purchasing Budgeted Exp	Page 4 Statute Required Budgeted Exp	Page 5 Requested Exemptions	Total Deductions Exemptions
Total Agency Adopted Budget	\$ 234,290,379	\$ 14,094,865	\$ 185,473,889	\$ 1,220,595	\$ 32,526,233	\$ 233,315,382
Budget Available for Small Contractor Program	\$ 974,997	Notes or Comments:				
Annual SBE Goal	\$ 243,749					
Annual MBE Goal	\$ 60,937					

AMOUNTS APPROVED BY DAS

DESCRIPTION		Page 2 Federally Funded Expenditures	Page 3 Non- Purchasing Budgeted Exp	Page 4 Statute Required Budgeted Exp	Page 5 Requested Exemptions	Total Deductions Exemptions
Total Agency Adopted Budget	\$ 234,290,379	\$ 14,094,865	\$ 185,473,689	\$ 1,220,595	\$ 32,526,233	\$ 233,315,382
Budget Available for Small Contractor Program	\$ 974,997	Notes or Comments: Approved as submitted.				
Annual SBE Goal	\$ 243,749					
Annual MBE Goal	\$ 60,937					

DEPARTMENT OF ADMINISTRATIVE SERVICES
SUPPLIER DIVERSITY PROGRAM

FISCAL YEAR 2018
Back-Up Sheets require Totals for each MBE Category

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter 1st Fiscal Year Period 7/1-9/30/17

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Thomas J Brodeur	E-mail Address:	brodeur@ccsu.edu
Tel. # -	860-832-2531	<i>Please submit a digital copy of this form to Donald.Braman@ct.gov</i>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$ 234,290,379.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$ -
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$ -

	QUARTER		YEAR TO DATE	
	TOTALS (\$)	Number Contracts	TOTALS (\$)	Number Contracts
5) Total Agency FY Expenditures for Purchases and Contra	\$ 6,549,682.86	597	\$ 6,549,682.86	597

6) Total Agency FY Expenditures for Purchases and from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 920,970.70	104	\$ 920,970.70	104
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7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only.				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)	\$ 206.66	2	\$ 206.66	2
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 301,019.28	18	\$ 301,019.28	18
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S, T, U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ 301,019.28		\$ 301,019.28	
MBE TOTAL {Lines A - W}	\$ 301,225.94		\$ 301,019.28	

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

Fiscal Year
 2018

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

FY QUARTER PERIOD	7/1/17-9/30/17	In reporting data below, does your Agency utilize C.O.R.E.?	
If not utilizing C.O.R.E. , DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes X No _____			NO

Agency Name:	Central Connecticut State University
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Report Prepared by:	Thomas J Brodeur	Agency Number:	7802
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CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES		SPECIFY:
(A) Small Business Enterprise (SBE) OR Minority Business Enterprise (MBE) Vendor Name	(B) State Contract # OR P.O. #	(C) DAS Certified SBE/MBE AMOUNT	(D) MBE Category	
Air Temp Mechanical Services	various	\$ 1,530.00	SBE	
Allied Sanitation	various	\$ 11,325.71	SBE	
Barile Printers	various	\$ 5,585.00	SBE	
Bartholomew Contract Interiors	various	\$ 22,011.06	SBE	
Billing Gymnastics	various	\$ 24,908.69	SBE	
Carey Wiper & Supply	various	\$ 627.70	SBE	
Chase Glass	various	\$ 341.00	SBE	
Connecticut Community Providers Assn	various	\$ 53,218.06	SBE	
Creative Office Interiors	various	\$ 13,026.81	SBE	
East Side Car Clinic & Welding	various	\$ 34,253.47	SBE	
Executive Landscaping	various	\$ 94,169.16	SBE	
Flowers Landscape/Championship Turf	various	\$ 8,777.50	SBE	
Guardian Pest	various	\$ 375.00	SBE	
Independent Elevator	various	\$ 61,311.00	SBE	
Insalco	various	\$ 1,844.15	SBE	
K & S Distributors	various	\$ 1,090.32	SBE	
Mack Fire Protection	various	\$ 6,675.00	SBE	
Martin Laviero Contractor	various	\$ 40,053.10	SBE	
Mercury Security	various	\$ 23,916.02	SBE	
Roybal & Sons Fire Equipment	various	\$ 800.00	SBE	
Service Station Equipment	various	\$ 4,345.00	SBE	
Sign Pro	various	\$ 17,754.47	SBE	
SNE Building Systems	various	\$ 15,884.00	SBE	
T & T Complete Landscaping	various	\$ 65,518.50	SBE	
The Mercury Group	various	\$ 90,324.31	SBE	
TPC Associates	various	\$ 10,600.46	SBE	
Tull Brothers	various	\$ 2,152.00	SBE	
Victor Advertising	various	\$ 4,260.93	SBE	
Yac Industries	various	\$ 3,066.34	SBE	
Subtotal		\$ 619,744.76		
AR Mazzotta Employment Specialists	various	\$ 10,059.78	W	
Caruso Electric	various	\$ 8,060.89	W	
Central Mechanical Services	various	\$ 221,497.07	W	
Connecticut Advertising LLC	various	\$ 5,280.18	W	
Darter Specialties	various	\$ 315.39	W	
Electronic Security & Control Systems	various	\$ 9,173.00	W	
Ford & Ulrich	various	\$ 6,343.00	W	
Hartford Lumber	various	\$ 162.56	W	
Hartford Toner	various	\$ 1,475.00	W	
Infoshred	various	\$ 440.00	W	
Lexington Group	various	\$ 10,375.20	W	
R & C Electric	various	\$ 25,592.25	W	
Ryan Business Systems	various	\$ 909.33	W	
Sir Speedy New Britain	various	\$ 1,335.63	W	
Subtotal		\$ 301,019.28		
C & C Janitorial	various	\$ 206.66	I	
SBE/MBE TOTAL		\$ 920,970.70		

DEPARTMENT OF ADMINISTRATIVE SERVICES
SUPPLIER DIVERSITY PROGRAM

FISCAL YEAR 2018
Back-Up Sheets require Totals for each MBE Category

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter 2nd Fiscal Year Period 10/1-12/31/1

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Thomas J Brodeur	E-mail Address:	brodeur@ccsu.edu
Tel. # -	860-832-2531	<i>Please submit a digital copy of this form to Donald.Braman@ct.gov</i>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$	234,290,379.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$	974,997.00
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$	243,749.25
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$	60,937.31

	QUARTER	Number	YEAR TO DATE	Number
	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
5) Total Agency FY Expenditures for Purchases and Contra	\$ 6,454,589.89	322	\$ 13,004,272.75	919

6) Total Agency FY Expenditures for Purchases and from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 1,318,626.64	145	\$ 2,239,597.34	249
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7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only.				
A) American Indian (N)				
B) Asian (A)	\$ 9,456.00	1	\$ 9,456.00	1
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)	\$ 27,587.25	3	\$ 27,793.91	5
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 315,149.16	23	\$ 616,168.44	41
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S, T, U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ 315,149.16		\$ 616,168.44	
MBE TOTAL {Lines A - W}	\$ 352,192.41		\$ 653,418.35	

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

Fiscal Year
 2018

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

FY QUARTER PERIOD	7/1/17-9/30/17	In reporting data below, does your Agency utilize C.O.R.E.?	
If not utilizing C.O.R.E. , DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes X No _____			NO

Agency Name:	Central Connecticut State University
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Report Prepared by:	Thomas J Brodeur	Agency Number:	7802
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CERTIFIED VENDORS ONLY **ACTUAL EXPENDITURES** **SPECIFY:**

(A) Small Business Enterprise (SBE) OR Minority Business Enterprise (MBE) Vendor Name	(B) State Contract # OR P.O. #	(C) DAS Certified SBE/MBE AMOUNT	(D) MBE Category
Air Temp Mechanical Services	various	\$ 1,979.28	SBE
Allied Sanitation	various	\$ 64,913.73	SBE
ATM Restoration	various	\$ 14,873.42	SBE
Barile Printers	various	\$ 380.00	SBE
Bartholomew Contract Interiors	various	\$ 44,885.82	SBE
Billing Gymnastics	various	\$ 68,231.37	SBE
Carey Wiper & Supply	various	\$ 429.64	SBE
Chase Glass	various	\$ 560.00	SBE
Connecticut Community Providers Assn	various	\$ 81,544.94	SBE
C-CO Technology	various	\$ 2,395.00	SBE
Creative Office Interiors	various	\$ 23,464.04	SBE
East Side Car Clinic & Welding	various	\$ 26,763.28	SBE
Executive Landscaping	various	\$ 94,169.16	SBE
Flowers Landscape/Championship Turf	various	\$ 17,921.00	SBE
Guardian Pest	various	\$ 2,625.00	SBE
Independent Elevator	various	\$ 48,679.00	SBE
Insalco	various	\$ 21,756.55	SBE
K & S Distributors	various	\$ 15,092.57	SBE
Lighting Services	various	\$ 11,979.83	SBE
Mack Fire Protection	various	\$ 4,591.61	SBE
Martin Laviero Contractor	various	\$ 53,400.60	SBE
Mercury Security	various	\$ 29,465.19	SBE
Roybal & Sons Fire Equipment	various	\$ 4,240.00	SBE
Service Station Equipment	various	\$ 1,105.00	SBE
Security Uniforms	various	\$ 565.00	SBE
Sign Pro	various	\$ 42,694.12	SBE
T & T Complete Landscaping	various	\$ 81,025.00	SBE
The Mercury Group	various	\$ 66,169.07	SBE
TPC Associates	various	\$ 102,140.70	SBE
Tull Brothers	various	\$ 3,829.50	SBE
Victor Advertising	various	\$ 29,155.83	SBE
Yac Industries	various	\$ 5,408.98	SBE
Subtotal		\$ 966,434.23	
AR Mazzotta Employment Specialists	various	\$ 11,661.65	W
Barker Specialty	various	\$ 685.05	W
Caruso Electric	various	\$ 15,667.40	W
Central Mechanical Services	various	\$ 240,581.47	W
Connecticut Advertising LLC	various	\$ 1,194.28	W
Darter Specialties	various	\$ 5,199.80	W
Electronic Security & Control Systems	various	\$ 925.40	W
Fire Equipment Headquarters	various	\$ 1,039.35	W
Hartford Lumber	various	\$ 1,191.23	W
Hartford Toner	various	\$ 1,178.00	W
Infoshred	various	\$ 370.00	W
John W Gross Company	various	\$ 3,760.00	W
Lexington Group	various	\$ 5,187.60	W
R & C Electric	various	\$ 24,608.25	W
Ryan Business Systems	various	\$ 1,010.42	W
Sir Speedy New Britain	various	\$ 889.26	W
Subtotal		\$ 315,149.16	
C & C Janitorial	various	\$ 27,587.25	I
SAI Systems International	various	\$ 9,456.00	A
SBE/MBE TOTAL		\$ 1,318,626.64	

DEPARTMENT OF ADMINISTRATIVE SERVICES
SUPPLIER DIVERSITY PROGRAM

FISCAL YEAR 2018
Back-Up Sheets require Totals for each MBE Category

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter 3rd Fiscal Year Period 1/1-3/31/18

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Thomas J Brodeur	E-mail Address:	brodeur@ccsu.edu
Tel. # -	860-832-2531	<i>Please submit a digital copy of this form to Donald.Braman@ct.gov</i>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$ 234,290,379.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$ 974,997.00
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$ 243,749.25
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$ 60,937.31

	QUARTER		YEAR TO DATE	
	TOTALS (\$)	Number Contracts	TOTALS (\$)	Number Contracts
5) Total Agency FY Expenditures for Purchases and Contra	\$ 8,318,706.56	219	\$ 21,322,979.31	1,138

6) Total Agency FY Expenditures for Purchases and from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 2,130,949.93	103	\$ 4,370,517.27	352
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7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only.				
A) American Indian (N)				
B) Asian (A)	\$ 9,056.00	4	\$ 18,512.00	5
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)	\$ 60,361.97	5	\$ 88,155.88	10
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 555,873.77	23	\$ 1,172,042.21	64
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S, T, U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ 555,873.77		\$ 1,172,042.21	
MBE TOTAL {Lines A - W}	\$ 625,291.74		\$ 1,278,710.09	

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

Fiscal Year
 2018

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

FY QUARTER PERIOD 1/1/18 - 3/31/18 In reporting data below, does your Agency utilize C.O.R.E.? YES NO
 If not utilizing C.O.R.E. , DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes X No NO

Agency Name: Central Connecticut State University

Report Prepared by: Thomas J Brodeur Agency Number: 7802

CERTIFIED VENDORS ONLY ACTUAL EXPENDITURES SPECIFY:

(A) Small Business Enterprise (SBE) OR Minority Business Enterprise (MBE) Vendor Name	(B) State Contract # OR P.O. #	(C) DAS Certified SBE/MBE AMOUNT	(D) MBE Category
Air Temp Mechanical Services	various	\$ 11,451.91	SBE
Allied Sanitation	various	\$ 57,241.58	SBE
Barile Printers	various	\$ 5,002.45	SBE
Bartholomew Contract Interiors	various	\$ 92,519.74	SBE
Billing Gymnastics	various	\$ 35,871.15	SBE
Carey Wiper & Supply	various	\$ 768.62	SBE
Connecticut Community Providers Assn	various	\$ 80,441.23	SBE
Creative Office Interiors	various	\$ 22,922.10	SBE
DRVN Enterprises	various	\$ 31,809.64	SBE
East Side Car Clinic & Welding	various	\$ 19,970.13	SBE
Executive Landscaping	various	\$ 62,779.44	SBE
Guardian Pest	various	\$ 1,185.00	SBE
Independent Elevator	various	\$ 36,889.25	SBE
Insalco	various	\$ 7,633.66	SBE
K & S Distributors	various	\$ 6,721.74	SBE
Lighting Services	various	\$ 9,066.03	SBE
Mack Fire Protection	various	\$ 9,232.62	SBE
Martin Laviero Contractor	various	\$ 29,363.00	SBE
Mercury Security	various	\$ 16,174.40	SBE
Roybal & Sons Fire Equipment	various	\$ 6,940.00	SBE
Service Station Equipment	various	\$ 946.17	SBE
Security Uniforms	various	\$ 196.00	SBE
Sign Pro	various	\$ 113,242.38	SBE
T & T Complete Landscaping	various	\$ 685,145.16	SBE
The Mercury Group	various	\$ 26,400.53	SBE
TPC Associates	various	\$ 116,149.36	SBE
Tull Brothers	various	\$ 1,105.59	SBE
Victor Advertising	various	\$ 15,740.06	SBE
Yac Industries	various	\$ 2,749.25	SBE
Subtotal		\$ 1,505,658.19	
AR Mazzotta Employment Specialists	various	\$ 5,694.44	W
Action Careers / Temp Source	various	\$ 5,224.10	W
Caruso Electric	various	\$ 2,599.70	W
Central Mechanical Services	various	\$ 371,982.43	W
Darter Specialties	various	\$ 9,298.20	W
Fire Equipment Headquarters	various	\$ 2,787.06	W
Ford & Ulrich	various	\$ 9,992.00	W
Hartford Lumber	various	\$ 130.87	W
Hartford Toner	various	\$ 500.00	W
Infoshred	various	\$ 296.75	W
Lexington Group	various	\$ 5,187.60	W
Northeastern Communications	various	\$ 840.49	W
R & C Electric	various	\$ 136,312.53	W
Ryan Business Systems	various	\$ 1,019.42	W
Sir Speedy New Britain	various	\$ 4,008.18	W
Subtotal		\$ 555,873.77	
C & C Janitorial	various	\$ 60,361.97	I
SAI Systems International	various	\$ 9,056.00	A
SBE/MBE TOTAL		\$ 2,130,949.93	

DEPARTMENT OF ADMINISTRATIVE SERVICES
 SUPPLIER DIVERSITY PROGRAM

FISCAL YEAR 2018
Back-Up Sheets require Totals for each MBE Category

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter 4th Fiscal Year Period 4/1-6/30/18

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Thomas J Brodeur	E-mail Address:	brodeur@ccsu.edu
Tel. # -	860-832-2531	<i>Please submit a digital copy of this form to Donald.Braman@ct.gov</i>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$ 234,290,379.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$ 974,997.00
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$ 243,749.25
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$ 60,937.31

	QUARTER		YEAR TO DATE	
	TOTALS (\$)	Number Contracts	TOTALS (\$)	Number Contracts
5) Total Agency FY Expenditures for Purchases and Contra	\$ 10,507,115.82	389	\$ 31,830,095.16	1,527

6) Total Agency FY Expenditures for Purchases and from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 2,555,149.47	157	\$ 6,925,666.74	509
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7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only.				
A) American Indian (N)				
B) Asian (A)	\$ 25,634.00	1	\$ 44,146.00	6
C) Black (B)	\$ 2,050.00	1	\$ 2,050.00	1
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)	\$ 28,528.62	6	\$ 116,684.50	16
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 641,464.77	37	\$ 1,813,506.98	101
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL (Lines L - W)	\$ 641,464.77		\$ 1,813,506.98	
MBE TOTAL (Lines A - W)	\$ 697,677.39		\$ 1,976,387.48	

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

Fiscal Year
 2018

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

FY QUARTER PERIOD	4/1/18 - 6/30/18	In reporting data below, does your Agency utilize C.O.R.E.?	
If not utilizing C.O.R.E. , DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes X No _____			NO

Agency Name:	Central Connecticut State University
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Report Prepared by:	Thomas J Brodeur	Agency Number:	7802
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CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES		SPECIFY:
(A) Small Business Enterprise (SBE) OR Minority Business Enterprise (MBE) Vendor Name	(B) State Contract # OR P.O. #	(C) DAS Certified SBE/MBE AMOUNT	(D) MBE Category	
Air Temp Mechanical Services	various	\$ 1,471.75	SBE	
Allied Sanitation	various	\$ 92,330.90	SBE	
ATM Restoration	various	\$ 29,611.04	SBE	
Barile Printers	various	\$ 2,375.00	SBE	
Bartholomew Contract Interiors	various	\$ 39,502.02	SBE	
Billing Gymnastics	various	\$ 11,167.48	SBE	
Connecticut Community Providers Assn	various	\$ 107,718.36	SBE	
Creative Office Interiors	various	\$ 24,791.53	SBE	
East Side Car Clinic & Welding	various	\$ 27,935.44	SBE	
Executive Landscaping	various	\$ 129,506.88	SBE	
Flowers Landscape	various	\$ 13,259.50	SBE	
Guardian Pest	various	\$ 1,763.00	SBE	
HRW Associates/Sanditz	various	\$ 9,321.70	SBE	
Independent Elevator	various	\$ 40,698.50	SBE	
Insalco	various	\$ 14,601.60	SBE	
K & S Distributors	various	\$ 14,590.63	SBE	
Lighting Services	various	\$ 553.02	SBE	
Mack Fire Protection	various	\$ 89,744.98	SBE	
Martin Laviero Contractor	various	\$ 25,552.00	SBE	
Mercury Security	various	\$ 171,872.96	SBE	
New England Fitness	various	\$ 14,135.59	SBE	
Pro System Installation	various	\$ 23,002.80	SBE	
Roybal & Sons Fire Equipment	various	\$ 1,200.00	SBE	
Service Station Equipment	various	\$ 1,460.78	SBE	
Security Uniforms	various	\$ 5,599.55	SBE	
Sign Pro	various	\$ 22,261.64	SBE	
T & T Complete Landscaping	various	\$ 768,322.20	SBE	
The Mercury Group	various	\$ 22,823.16	SBE	
TPC Associates	various	\$ 96,723.56	SBE	
Tull Brothers	various	\$ 1,009.14	SBE	
Victor Advertising	various	\$ 50,314.16	SBE	
Yac Industries	various	\$ 2,251.21	SBE	
	Subtotal	\$ 1,857,472.08		
AR Mazzotta Employment Specialists	various	\$ 2,520.80	W	
Action Careers / Temp Source	various	\$ 10,360.41	W	
Caruso Electric	various	\$ 11,910.18	W	
Central Mechanical Services	various	\$ 518,568.97	W	
Darter Specialties	various	\$ 10,238.95	W	
Fire Equipment Headquarters	various	\$ 5,919.50	W	
Hartford Lumber	various	\$ 576.00	W	
Hartford Toner	various	\$ 2,000.00	W	
Infoshred	various	\$ 532.00	W	
John W Gross	various	\$ 4,411.64		
R & C Electric	various	\$ 68,500.50	W	
Ryan Business Systems	various	\$ 5,925.82	W	
	Subtotal	\$ 641,464.77		
C & C Janitorial	various	\$ 28,528.62	I	
SAI Systems International	various	\$ 25,634.00	A	
Environmental Services Inc	various	\$ 2,050.00	B	
	SBE/MBE TOTAL	\$ 2,555,149.47		

DEPARTMENT OF ADMINISTRATIVE SERVICES FISCAL YEAR 2018
 SUPPLIER DIVERSITY PROGRAM *Back-Up Sheets require Totals for each MBE Category*

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

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

Fiscal Year Quarter 1st Fiscal Year Period 7/1-9/30/17

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Thomas J Brodeur	E-mail Address:	brodeur@ccsu.edu
Tel. # -	860-832-2531		

1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET \$ 4,882,214.00
 Page 1 (Summary Page) From The Annual Goals Calculations Report

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
2) Total Agency FY Capital Improvements Expenditures for Purchases from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 369,086.00	2	\$ 369,086.00	2

3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)				
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)				
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S, T, U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ -		\$ -	
MBE TOTAL (Lines A - W)	\$ -		\$ -	

DEPARTMENT OF ADMINISTRATIVE SERVICES FISCAL YEAR 2018
 SUPPLIER DIVERSITY PROGRAM *Back-Up Sheets require Totals for each MBE Category*

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

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

Fiscal Year Quarter 2nd Fiscal Year Period 10/1-12/31/1

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Thomas J Brodeur	E-mail Address:	brodeur@ccsu.edu
Tel. # -	860-832-2531		

1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET \$ 4,882,214.00
 Page 1 (Summary Page) From The Annual Goals Calculations Report

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
2) Total Agency FY Capital Improvements Expenditures for Purchases from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 200,949.49	5	\$ 570,035.49	7

3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)				
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 59,662.50	2	\$ 59,662.50	2
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S, T, U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ 59,662.50		\$ 59,662.50	
MBE TOTAL (Lines A - W)	\$ 59,662.50		\$ 59,662.50	

DEPARTMENT OF ADMINISTRATIVE SERVICES FISCAL YEAR 2018
 SUPPLIER DIVERSITY PROGRAM Back-Up Sheets require Totals for each MBE Category

SMALL/MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT - for Reporting Capital Improvement Expenditures
 Please submit a digital copy of this form to Donald.Braman@ct.gov.

Fiscal Year Quarter 3rd Fiscal Year Period 1/1-3/31/18

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Thomas J Brodeur	E-mail Address:	brodeur@ccsu.edu
Tel. # -	860-832-2531		

1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET \$ 4,882,214.00
 Page 1 (Summary Page) From The Annual Goals Calculations Report

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
2) Total Agency FY Capital Improvements Expenditures for Purchases from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 162,104.93	6	\$ 732,140.42	13

3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (NI)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)				
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 87,632.28	1	\$ 147,294.78	3
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ 87,632.28		\$ 147,294.78	
MBE TOTAL (Lines A - W)	\$ 87,632.28		\$ 147,294.78	

DEPARTMENT OF ADMINISTRATIVE SERVICES FISCAL YEAR 2018
 SUPPLIER DIVERSITY PROGRAM *Back-Up Sheets require Totals for each MBE Category*

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

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

Fiscal Year Quarter 4th Fiscal Year Period 4/1-6/30/18

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Thomas J Brodeur	E-mail Address:	brodeur@ccsu.edu
Tel. #:	860-832-2531		

1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report \$ 4,882,214.00

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
2) Total Agency FY Capital Improvements Expenditures for Purchases from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 614,055.39	13	\$ 1,346,195.81	26

3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
A) American Indian (N)	\$ 97,000.00	1	\$ 97,000.00	1
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)				
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 116,982.46	5	\$ 264,277.24	8
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S, T, U, V, & W)	\$ -		\$ -	
WBE TOTAL (Lines L - W)	\$ 116,982.46		\$ 264,277.24	
MBE TOTAL (Lines A - W)	\$ 213,982.46		\$ 361,277.24	

