

ASSIGNMENT OF RESPONSIBILITY AND MONITORING

Section 46a-68-81

Appointing Authority

John W. Miller, Ph. D., President of Central Connecticut State University, as appointing authority, had the ultimate responsibility for the establishment and enforcement of result-oriented Affirmative Action policies and practices. Pursuant to Public Act 87-253, Dr. Miller was responsible for the development, filing, and implementation of an Affirmative Action Plan in accordance with Affirmative Action Regulations of Connecticut State Agencies §§ 46a-68-75 through 46a-68-114, and shall be accountable for the program's success or failure.

In September 2016, President Miller retired and Dr. Susan Pease, former Dean for the School of Arts and Sciences, assumed the role of interim President. In January 2017, Dr. Zulma Toro, will begin her appointment as CCSU President. During this transition, each President will assume the roles and responsibilities set forth in the affirmative action plan as appointing authorities.

The President assigns to several employees such duties and responsibilities necessary for the development and implementation of the affirmative action plan. To acquaint employees with their specific responsibilities under the Plan, the President's Chief Diversity Officer (CDO), Ms. Rosa Rodríguez, participates in regularly scheduled meetings that emphasize human relations and intergroup relations, non-discriminatory employment practices, the legal authority for affirmative action and the President's commitment to affirmative action, review of the affirmative action plan and identification of obstacles in meeting the goals of the plan.

The Chief Diversity Officer (CDO) is a full-time employee who has been designated by the CCSU President to serve as CCSU's affirmative action officer. Ms. Rodríguez reports directly to the CCSU President. The Office of Diversity and Equity (ODE), which is supervised by Ms. Rodríguez, includes the Ruthe Boyea Women's Center, which serves as an resource/advocate for women's rights on campus and the Office of Victim Advocacy (OVA), which serves as the Title IX trainer and advocate for victims of sexual harassment, including sexual assault, stalking and intimate partner violence. The Coordinator of the Ruthe Boyea Women's Center, Ms. Jacqueline Cobbina-Boivin, and the OVA Advocate, Ms. Sara Dodd report directly to the CDO.

Affirmative Action (Office of Diversity and Equity) (100%)

The Chief Diversity Officer, Rosa Rodríguez, has full-time responsibility for the management and implementation of the University's Affirmative Action Plan. She reports directly to the President as required in Affirmative Action Regulations. The Office of Diversity and Equity consists of: Ms. Rodríguez, Mr. Nicholas D'Agostino, the Associate to CDO, and Ms. Sharon Gaddy, University Assistant.

Other responsibilities of the CDO and ODE staff include overseeing the unclassified hiring process to assure that the affirmative action procedures are being implemented in the employment process through involvement in recruiting, interviewing, hiring, evaluating, promoting or counseling employees, including their counterparts throughout the academic and administrative structure. In addition, the ODE is responsible on a continuing basis for thorough knowledge of federal, state, and the University affirmative action requirements. In addition, the ODE assists with the classified hiring process.

Specific Functions of the Chief Diversity Officer and ODE Staff

1. To develop, coordinate, evaluate, monitor, report, and implement the Affirmative Action Plan, along with persons who have specific personnel responsibilities and to utilize a systematic procedure for monitoring all phases of the Affirmative Action Plan on a continuing basis.
2. To write, with appropriate consultation, any revisions of the Affirmative Action Plan and to communicate them, subject to the approval by the President, to the appropriate federal or state

agency or office and to serve as principal contact with state and federal representatives in affirmative action reviews of the institution.

3. To initiate and maintain contact with recruiting sources and organizations serving members of protected classes, in conjunction with other members in the University community.
4. To review, analyze, and evaluate all reports and statistical data pertaining to the University's workforce for accuracy and progress made toward affirmative action goals as well as regarding the status of minorities and women.
5. To coordinate the implementation of the Affirmative Action Plan by all personnel named as having specific responsibilities and to assist all personnel involved in implementation of the Affirmative Action Plan through the development of written guidelines, resource files, orientation sessions, and individual advisement.
6. ODE staff meets with every search committee to train on the recruitment and search process including affirmative action guidelines and goals. For both classified and unclassified searches, the committees are provided written affirmative goals.
7. The CDO meets with the President and the Vice Presidents /Chief Officers to review the affirmative action plan and all other issues related to affirmative action, equal opportunity and discrimination.
8. To mitigate any discriminatory conduct and investigate complaints of alleged discrimination.
9. The CDO leads the development and administration of diversity, sexual harassment and Title IX training.
10. The Chief Diversity Officer leads the newly established Employee Advisory Council whose responsibilities include, but are not limited to, periodically reviewing goal achievement, developing strategies to meet affirmative action goals and diversify CCSU faculty and staff ranks, and making recommendations to ensure EEO/AA are foundations to CCSU's processes and procedures.

The Affirmative Action Plan does not allow for passive observation of potential or existing discriminatory practices. First line supervisors are responsible for ensuring that employees are aware of their rights and opportunities and managers or department heads are made aware of problems and areas of dissension. Managers and supervisors are, on a continual basis, monitored and evaluated on their affirmative action performance and, because affirmative action responsibilities are considered an assigned duty, failure to perform affirmative action duties can affect ratings and advancement.

Office of Human Resource (HR) (10-20%)

The Office of Human Resources is managed by Anna Suski-Lenczewski, Chief Human Resources Officer, and consists of the following staff:

- Ellen Mantel, Associate Director Employee & Labor Relations
- Mary Cavanaugh, University Human Resources Administrator 1
- Joanne Callahan, Assistant Director in Human Resources
- Norma Rivera, Associate in Human Resources
- Olivia Roman, Associate in Human Resources
- Louise Olszewski, Assistant in Human Resources 2
- Doreen Revoir, Assistant in Human Resources I
- Claudia Richards-Meade, Administrative Operations Assistant

The CCSU human resources administrators (HRA) shall assist with the development, coordination, and implementation of human resources policy, practices and programs and provide effective advice and recommendations on proper human resources management practices, including ensuring that equal opportunity and affirmative action procedures in recruiting, hiring, interviewing, record keeping and evaluating progress are observed.

Other responsibilities of the HRAs and any other HR staff include assisting in the oversight of the classified hiring process to assure that the affirmative action procedures are being implemented in the

employment process through involvement in recruiting, interviewing, hiring, evaluating, promoting or counseling employees, including their counterparts throughout the academic and administrative structure. In addition, the HR Office is responsible on a continuing basis for thorough knowledge of federal, state, and the University affirmative action requirements.

Human Resource staff assists the ODE with preparation of the Affirmative Action Plan e.g., organizational analysis, exit surveys, performance evaluation, training and career counseling, as well as Human Resource-related review and consultation, as appropriate.

Deans, Managers, Supervisors and Search Chairs (5%)

Deans, managers, supervisors, and department heads are held fully responsible for implementing those aspects of the affirmative action program related to their specific area of operation, including recruiting, interviewing, hiring, evaluating, promoting, and counseling teaching faculty, administrators and staff. Managers and supervisors are required to submit clear job descriptions, and to document the specific efforts made to recruit minorities and women, in accordance with the schedules indicated in the affirmative action hiring procedural guidelines. In addition, managers and supervisors understand that equal employment opportunity and affirmative action are: (1) consistent with good management and personnel principles, (2) a basic part of their job, and (3) consistent with the concept of employment and promotion based on merit. Search chairs, managers and supervisors play an important role in the success of an affirmative action program, perhaps the crucial role. Through the use of fair employment practices, access to data, and immediate contact with possible sources of discrimination or problem areas in their units or divisions, managers and supervisors provide the grass roots perception of affirmative action and ensure that all employees are informed of the University's continuing commitment to affirmative action.

The University evaluates and monitors the affirmative action performance of all officials assigned affirmative action responsibilities. This includes deans, directors, department heads, and others with specific affirmative action responsibilities. The evaluation will be based on the individual's commitment to the effective management of a diverse workforce and the performance of their affirmative action duties will be considered in promotion and merit increase decisions.

Employment Advisory Committee (Less than 5%)

Pursuant to Section 46a-68-81(d), each agency of 100 or more employees shall consider the feasibility of establishing an employee advisory committee (EAC), which, if established, may consider any matter appropriate to the development and implementation of the affirmative action plan. During the 2015/2016 plan period, ODE established CCSU's first Employee Advisory Committee. In the prior plan, this was established as a goal to assist in achieving the goals of affirmative action and equal employment opportunity. The committee consists of a cross section of our campus including diversity in position, union, and demographics. The committee will receive training on the AA Plan/regulations, establish goals and objectives and continually be updated on policy and law updates as well as university goal achievement. While serving and acting on behalf of the EAC, the members contribute 100% of this time to EEO/AA responsibilities; however, this likely represents less than 5% of their overall job responsibilities.

In addition to the Employee Advisory Committee, the University would like to point out that there are campus committees, comprised of a diverse cross section of employees that continually address many affirmative action concerns as well as specific employee issues. These committees include: The College of Liberal and Social Sciences Diversity Committee, the AAUP Minority Recruitment and Retention Committee and the SUOAF-AFSCME Minority Recruitment and Mentoring Committee that address recruitment and retention of protected group members; the Safety and Health Committee; the Latin American Association; the African American Advisory Committee; the Facilities Planning Committee that looks at accessibility for persons with disabilities; the President's Advisory Committee for Students with

Disabilities; the Committee on the Concerns of Women; the GLBT Advisory Committee; and the Faculty Senate Diversity Committee whose members represent all campus community constituencies and is charged with creating a campus that is diverse, inclusive and welcoming.

CCSU maintains a list of the members of the above committee and they are identified by name, race, sex, position or position classification and approximate percentage of time devoted to such duties. Copies of all committee meeting minutes and of any recommendations made to the Chief Diversity Officer including whether the recommendations were accepted or rejected by the University, shall be likewise retained, as required by CCSU records retention schedules for state agencies.

No employee may be coerced, intimidated, or retaliated against by the University or any person for performing any affirmative action duties. Any person so aggrieved may file an internal complaint as well as file a complaint with state or federal enforcement agencies, such as the Commission on Human Rights and Opportunities and/or Equal Employment Opportunity Commission.

The University maintains a record of each person performing any duties relating to the development and implementation of the Affirmative Action Plan by name, job title, and percentage of time devoted to affirmative action duties and outline of specific responsibilities.

The University has developed an internal reporting system to continually audit, monitor and evaluate programs essential for a successful affirmative action plan. The University conducts an ongoing review and evaluation of the agency's progress towards the goals of the affirmative action plan. As each hire occurs, it is recorded in a summary of hires to review and address progress towards meeting affirmative action goals and the University's commitment to diversify its workforce. The Plan is reviewed with the University President and other administrators on an annual basis. Additionally the CDO informs other administrators on the progress of the goals during each recruiting period.

ACTIVITIES DURING THIS REPORTING PERIOD

In their annual self-report of the Management Performance Planning Evaluation management and confidential personnel were required to evaluate their achievement in the area of developing a diverse workforce.

Managers and supervisors periodically audit, with the assistance of the Human Resources Office, training programs, hiring and promotion patterns to remove impediments to the attainment of goals and objectives.

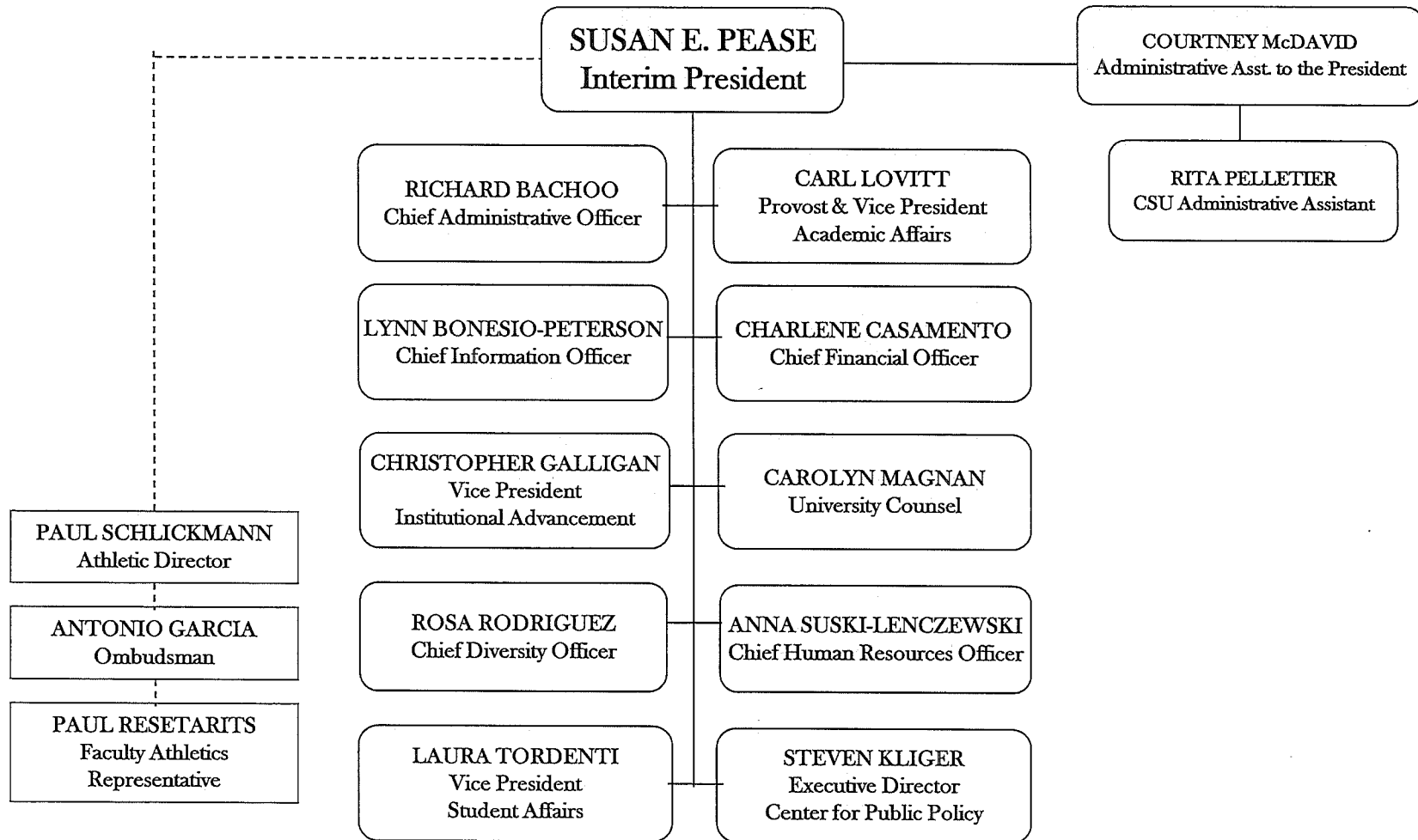
1. ODE distributed the annual notice all employees in April 2016 (this can be located in the internal communication section of this Plan).
2. In December 2015, the Chief Diversity Officer (CDO) created and submitted a copy of the executive summary of the AA plan and related policy/procedural updates to the executive committee.
3. During the reporting period, the CDO was an active participant of the monthly executive staff meetings. During these meetings Ms. Rodriguez discussed updates to policies, procedures, programming and developments on other issues related to EEO/AA and Title IX.
4. During the reporting period, ODE ensured that each building had the required EEO/Nondiscrimination and sexual harassment posters and those were properly displayed.
5. During the reporting period, the CDO regularly met with Deans, Supervisor, Managers and Administrators to discuss the recruitment and selection processes and procedures related to their respective areas.
6. During the reporting period, the CDO met regularly with the University President to discuss issues related to EEO/AA including but not limited to discussions regarding alleged violations of the university's non-discrimination in education and employment policy, sexual harassment policy, sexual assault prevention and awareness as well as issues related to the recruitment and selection of staff and faculty.

7. During the reporting period, the AAUP Minority Recruitment and Retention Committee and the SUOAF-AFSCME Minority Recruitment and Mentoring Committee that address recruitment and retention of protected group members; the Committee on the Concerns of Women; the LGBT Advisory Committee; and the Faculty Senate Diversity Committee met regularly to develop procedures, policies and programming to increase awareness and cultural competency related to their target audience.
8. During the reporting period, ODE distributed more than 7,500 booklets and pamphlets containing the nondiscrimination and anti-harassment policies, resources and complaint procedures to students, faculty and staff.
9. Facilities provided by CCSU for employees are comparable for both sexes.
10. Minority and female employees are offered full opportunity and are encouraged to participate in all educational, training, recreational and social activities.
11. ODE staff met with every search committee for all searches addressed in the plan. During the AA plan period Rosa Rodriguez met with all employees serving on search committees (several hundred) to charge them with their duties and responsibilities related to EEO/AA and the hiring processes. A copy of a search charge is included in the exhibits related to this section.
12. During the reporting period ODE staff coordinated training regarding sexual harassment, diversity and Title IX. A full reporting on this training can be found in the internal section of this affirmative action plan.
13. Supervisors' work performance is evaluated on the basis of their equal employment opportunity efforts and results, as well as their performance criteria.
14. Supervisors must take action to prevent harassment of employees placed through affirmative action efforts.
15. ODE advises and informs those individuals involved in the hiring and promotion process of their legal obligations and of the University's procedures for recruitment, hiring, interviewing, and counseling through written guidelines and orientation training. Each department monitors or has monitored all hiring and promotion actions.
16. ODE and the respective departments coordinate the communication of affirmative action information to all employees and applicants on a continuing basis.
17. Each department conducting a search completes, or has completed, all Equal Employment Opportunity or Affirmative Action forms.
18. Each department documents the search and selection procedure when a new employee is hired, in accordance with the search procedure.
19. Each major division works with community relations programs in efforts to improve the quality of relations between Central Connecticut State University and the outside community, minority organizations, women's organizations, organizations of and for persons with disabilities, organizations of and for disabled veterans and veterans of the Vietnam Era and community action groups.
20. Where appropriate, each department develops and coordinates additional plans as needed in areas other than employment, such as Title IX, student programs, financial aid, admissions, and career planning.
21. Each department advises its individual members of their specific area of responsibility for the implementation of the Affirmative Action program.

The ODE co-sponsored several events with the Ruthe Boyea Women's Center, the Office of Victim Advocacy, the Committee on the Concerns of Women, the Center for Africana Studies, the African American Studies Program, the Caribbean and Latin American Studies Center, Latin American Student Organization, Center for International Education, and History Department. For example, these events include lectures about equity, affirmative action and social justice issues, and lectures by social activists.

A complete list of cultural events is available in Section 6. Internal Communication Supportive Materials.

Office of the President



2016/2017 CCSU Affirmative Action Employee Advisory Committee

Last Name	First Name	Title	Department	School	Bargaining Unit	Email	Phone	Accept/Reject
Farhat	Joseph	Professor	Finance	SOB	AAUP	farhatjob@ccsu.edu	860-832-3187	Accept
DiPlacido	Joanne	Associate Professor	Psychology	CLASS	AAUP	diplacido@ccsu.edu	860-832-3102	Accept
Liard-Muriente	Carlos	Professor	Economics	CLASS	AAUP	liardcaf@ccsu.edu	860-832-3732	Accept
Phillips	Evelyn	Professor	Anthropology	CLASS	AAUP	phillipsE@ccsu.edu	860-832-2617	
Gonzalez-Sanders	Delia	Professor	Social Work	SEPS	AAUP	sandersdej@ccsu.edu	860-832-3143	Accept
Al-Masoud	Nidal	Professor	Engineering	SEST	AAUP	almasoudn@ccsu.edu	860-832-1825	Accept
Lee-Partridge	Joo Eng	Professor	MIS	SOB	AAUP	LeePartridge@ccsu.edu	860-832-3163	Accept
Hall	Larry	Director of Admissions	UG Admissions		SUOAF	Halllaw@ccsu.edu	860-832-2298	
Ansarra	Michael	Sr. Associate Athletic Director	Athletics		SUOAF	ansarra@ccsu.edu	860-832-3072	Accept
Simcik	Chris	Director of Administrative Information Technology			SUOAF	simcik@ccsu.edu	860-832-1715	
Alfano	Michael	Dean, SEPS	SEPS	SEPS	Mgmt	malfano@ccsu.edu	860-832-2252	Accept
Cavanaugh	Mary	HR Administrator	HR		Mgmt	CavanaughM@ccsu.edu	860-832-1856	
Cintorino	Salvador	Assistant Chief Administrative Affairs	Administrative Affairs		SUOAF	Cintorino@ccsu.edu	860-832-1889	
Cifuentes Jr.	Alberto	Library Technical Assistant	CCSU Library		A&R P-5	acifuentes@ccsu.edu	860-832-3402	Accept
Open		Student Affairs						
Open		Clerical						
ODE Staff								
Rodriguez	Rosa	Chief Diversity & Title IX Officer	ODE		Mgmt	rosa.rodriquez@ccsu.edu	860-832-0178	
D'Agostino	Nicholas	Associate in Diversity	ODE		Mgmt	nicholas.dagostino@ccsu.edu	860-832-1653	

Racial Demographics: 6W, 4B, 3H, 2O

Gender Demographics: 9M, 6F



CCSU

AFFIRMATIVE ACTION PLAN

Executive Summary

Abstract

The Affirmative Action Plan (AAP) is a comprehensive, result-oriented set of procedures and programs that details the University's strategy to eliminate discrimination, set forth a good faith effort to attain hiring, promotional, and programmatic goals and to achieve equal opportunity.

Office of Diversity and Equity

CCSU is an Affirmative Action and Equal Opportunity Employer and Educator.

EXECUTIVE SUMMARY

The Office of Diversity and Equity has completed the University's Affirmative Action Plan (AAP) per the Connecticut General Statutes 46a-68. The AAP is a comprehensive, result-oriented set of procedures and programs that details the University's strategy to eliminate discrimination, set forth a good faith effort to attain hiring, promotional and programmatic goals and to achieve equal opportunity.

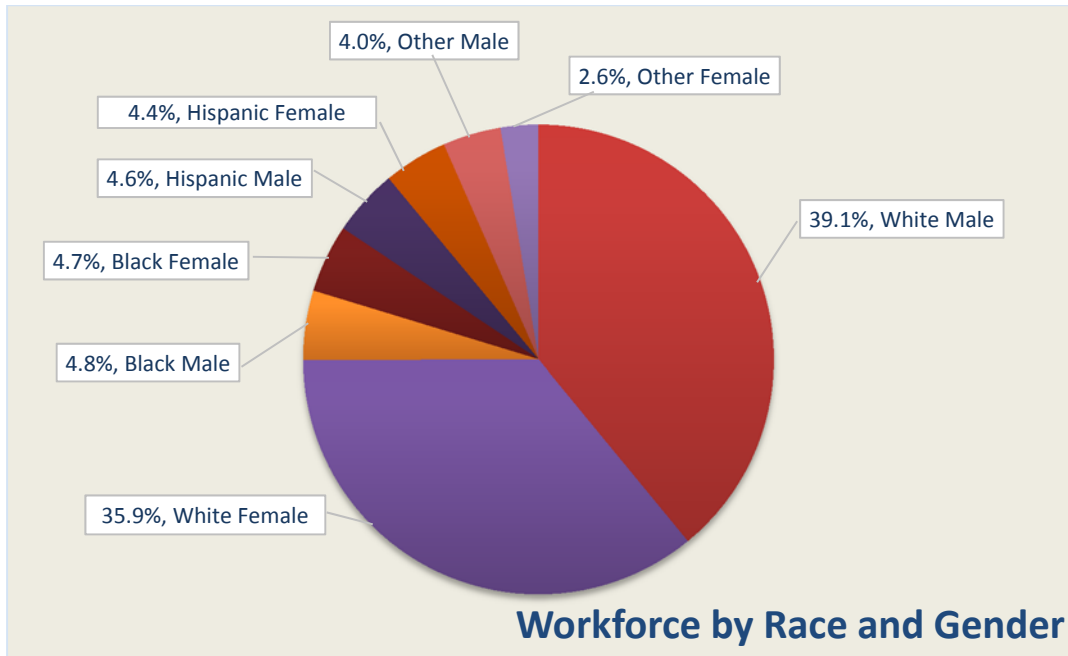
The plan is submitted annually for review and approval by the Commission on Human Rights and Opportunities (CHRO). The CHRO reviews and evaluates the plan within 90 days to ensure that it contains all required elements and it is in compliance. The 2015 Plan was approved by the CHRO, based on CHRO Reviewer Neva Vigezzi's recommendation. No weaknesses were identified in this plan.

CCSU Full-time Workforce Statistics Table

CATEGORY OR CLASS	GRAND TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE		BLACK		HISPANIC		AAIANHNPI*		
				MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
Executive Management	36	20	16	14	14	5	0	1	2	0	0	
		55.6%	44.4%	38.9%	38.9%	13.9%	0.0%	2.8%	5.6%	0.0%	0.0%	
Faculty	462	273	189	204	149	20	13	14	10	35	17	
		59.1%	40.9%	44.2%	32.3%	4.3%	2.8%	3.0%	2.2%	7.6%	3.7%	
Professional Non-Faculty	223	94	129	75	99	8	12	9	14	2	4	
		42.2%	57.8%	33.6%	44.4%	3.6%	5.4%	4.0%	6.3%	0.9%	1.8%	
Clerical Secretarial	97	10	87	3	60	3	16	3	10	1	1	
		10.3%	89.7%	3.1%	61.9%	3.1%	16.5%	3.1%	10.3%	1.0%	1.0%	
Technical Para Professional	17	7	10	4	5	0	2	3	1	0	2	
		41.2%	58.8%	23.5%	29.4%	0.0%	11.8%	17.6%	5.9%	0.0%	11.8%	
Skilled Crafts	12	11	1	11	1	0	0	0	0	0	0	
		91.7%	8.3%	91.7%	8.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Service Maintenance	72	60	12	47	8	5	0	8	4	0	0	
		83.3%	16.7%	65.3%	11.1%	6.9%	0.0%	11.1%	5.6%	0.0%	0.0%	
Protective Services	20	18	2	9	1	4	1	5	0	0	0	
		90.0%	10.0%	45.0%	5.0%	20.0%	5.0%	25.0%	0.0%	0.0%	0.0%	
TOTALS	939	493	446	367	337	45	44	43	41	38	24	
		100.0%	52.5%	47.5%	39.1%	35.9%	4.8%	4.7%	4.6%	4.4%	4.0%	2.6%

Faculty special appointments, University Assistants and Emergency hires and graduate interns are not included in the full-time workforce. With the exception of the Workforce Table the coaching category is analyzed separately.

Workforce by Race and Gender Chart



ANALYSIS OF GOALS FOR 2015-2016

Hiring Goals

For this reporting period, CCSU established eighty-four (84) hiring goals and experienced sixty-eight (68) hires. Hiring occurred in the occupational categories of Executive Administrative, Associate Professor, and Assistant Professor, Coaching, Professional Non-Faculty, Clerical all titles, Administrative Assistant, Secretary 2, Service Maintenance All Titles (excluding custodians), and Custodians.

Since goal achievement cannot take place in categories where hiring did not occur, seventeen (17) goals attributable to the categories of Professor [one (1) goal], Technical Paraprofessional [Six (6) goals], Skilled Crafts [three (3) goals]; and, Protective Services [seven (7) goals] could not be achieved.

Therefore, only sixty-seven (67) of the eighty-four (84) established goals were identified as achievable goals. Of the sixty-eight (68) hires that occurred during this reporting period, nineteen (19) or twenty-eight percent (28%) of all hires, met established reachable hiring goals.

Hires Table

This table includes only categories where hiring occurred; excludes Professor, Technical Para Professional, Skilled Crafts, Custodians and Protective Services.

EEO Category	Hires	Goals	Goals Achieved	Percent of Goal Achievement
Executive Administrative	1	6	1	17%
Faculty	26	19	8	42%
Coaching	8	6	2	33%
Professional Non-Faculty	15	15	5	33%
Other Staff (Classified)	18	21	3	14%
Total	68	67	19	28%

Additionally, in its commitment to diversity the University hired twenty-six (26) members of underrepresented groups* that did not meet established goals:

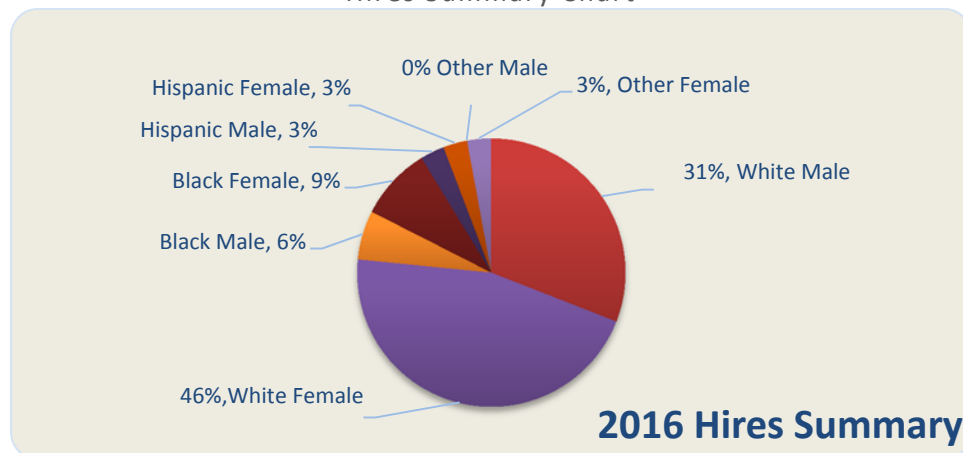
- Six (5) diverse hires in the **Associate Professor** category: Five (5) White females.
- Five (5) hires in the **Assistant Professor** category: Three (3) White females; One (1) Black female, and One (1) Other female.
- Three (3) diverse hires in the **Coaching** category: Two (2) White females and One (1) Black male.
- Nine (9) diverse hires in the **Professional/Non-faculty** category: Seven (7) White females; and, Two (2) Hispanic males.
- Two (2) diverse hires in the **Secretarial All Titles** category: Two (2) Black females.
- Two (2) diverse hires in the **Secretary 2** category: One (1) Black female and One (1) Hispanic female.

*White Female hires in the categories of Clerical, all titles; Administrative Assistant; and Secretary 2 were not identified as diverse candidates as they are overly represented in these categories.

In all, forty-five (45) out of the sixty-eight (68), or sixty-six (66%), were either goal candidates or candidates from historically underrepresented groups including White females in non-clerical positions. The table and chart below gives an overview of hires by race and gender.

EEO Category	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female	Total
Executive	0	1	0	0	0	0	0	0	1
Assistant Professor	7	10	0	1	0	0	0	2	20
Associate Professor	1	5	0	0	0	0	0	0	6
Coaching	3	2	3	0	0	0	0	0	8
Prof. Non-faculty	6	7	0	0	2	0	0	0	15
Secretarial All	0	2	0	3	0	0	0	0	5
Admin. Assistant	0	0	0	1	0	0	0	0	1
Secretary 2	0	4	0	1	0	2	0	0	7
Service Maintenance	3	0	1	0	0	0	0	0	4
Custodians	1	0	0	0	0	0	0	0	1
Total	21	31	4	6	2	2	0	2	68
Percentage	31%	46%	6%	9%	3%	3%	0%	3%	

Hires Summary Chart



Promotional Goals

For this reporting period, the university established twenty-three (23) promotional goals.

During the reporting period, the University promoted forty-seven (47) employees between EEO categories. In all, twenty-four (24) out of the forty-seven (47) of these promotions, or fifty-one (51%) percent, were either goal candidates or candidates from historically underrepresented groups, including White females in non-clerical positions.

Summary of Promotions

Promotions in the faculty category are self-directed; therefore, goal achievement can be measured against those who apply for promotion.

Promotions to Executive Managerial

The University achieved the One (1) White female goal with the promotion of the Chief Information Officer.

Promotions to Professor

There were fourteen (14) faculty members who applied for promotions to Professor: Six (6) White males; Four (4) White females; One (1) Hispanic male; Two (2) Other males; and One (1) Other female.

Eleven (11) applicants were recommended for promotions to Professor based on the evaluations of the DEC, the deans, the P&T, Provost and the President: Five (5) White males; Four (4) White females; One (1) Hispanic male; and One (1) Other female. Of the Eleven (11) promotions that occurred in this category, the University achieved four (4) White female established promotional goals.

- One (1) White male non-goal candidate and Two (2) Other male goal candidates, were denied promotion because they failed to meet the criterion set forth in Article 4.11.9.1-4.11.9.5 of the Collective Bargaining Agreement.

Thus, out of the six (6) applicants who were goal candidates, the University achieved four (4) goals: Four (4) White females.

Of the eleven (11) promotions that occurred in the professor category, the university achieved four (4) established goals or thirty-six percent (36%). **Of these promotions, six (6) promotions or fifty-five percent (55%) were either goal or diverse candidates including White females.**

Promotions to Associate Professors

There were nine (9) faculty members who applied for promotions to Associate Professor: Four (4) White males; Three (3) White females; One (1) Black male; and One (1) Other female. Five (5) applicants were recommended for promotions to Associate Professor based on the evaluations of the DEC, the deans, the P&T, Provost and the President: Two (2) White males; One (1) White female; One (1) Black male; and One (1) Other female. Of the Five (5) promotions that occurred in this category, the University achieved one (1) Black male and one (1) Other female established promotional goals.

- Two (2) White males and Two (2) White females non-goal candidates were denied promotion because they failed to meet the criterion set forth in Article 4.11.9.1-4.11.9.5 of the Collective Bargaining Agreement.

Thus, out of the two (2) applicants who were goal candidates, the University achieved two (2) goals: One (1) Black male and One (1) Other female.

Of the five promotions that occurred in the associate professor category, the university achieved two (2) established goals or forty percent (40%). **Of these promotions, three (3) or sixty percent (60%) were either goal or diverse candidates.**

Hiring and Promotional Goals for 2016-2017

It has established hiring and/or promotional goals to remedy the underutilization of protected classes identified in the utilization analysis. Hiring goals are established for jobs usually filled through original appointment and promotional goals are for jobs filled through an internal promotional appointment. The objective of hiring and promotional goals is to reach parity with the availability base of protected groups in relevant labor market areas.

A “goal” is a hiring or promotion objective, which the University must strive to obtain by demonstrating every good faith effort. Goals are set to remedy the underutilization of minorities and women in the workforce and must be established within a time frame designated as short term (one year or less) or long term (more than a year, but not more than five).

The University has set its goals to be meaningful, measurable and reasonably attainable. It is important to note, however, that state re-employment lists, SEBAC rights and union contracts relating to transfers from other agencies are in effect and the University must consider those candidates, if they qualify, for specific vacancies.

An analysis of all hiring and promotional goals is distributed on a regular basis to the President, the Vice Presidents, Chief Officers, Deans, Directors, Union Presidents and Minority Committee Chairs, managers, and supervisors. In addition, a summary of the hiring and promotional goals for the current reporting period is posted on the Office of Diversity and Equity web page at <http://www.ccsu.edu/AffAction/>.

However, in addition to making every good faith effort to meet the established goals, the University will continue to be committed to a qualified, diverse workforce.

Historical Updates

- After consultation with the CHRO reviewer on March 6, 2013, the University has removed all coaching titles out of the faculty category and created a separate EEO category (coaching) and a separate analysis was conducted in all numerical sections of the plan.
- When new faculty hires have not completed their terminal degrees, they are hired at the instructor level until they obtain the degree required; therefore, after consultation with the CHRO reviewer on March 6, 2013, the Instructor category has been consolidated into the Assistant Professor category.
- In the 2013 AA Plan review, this section was found to be in compliance with the AA Regulations. After consultation and receipt of technical assistance on June 6, 2014, regarding section 46a-68-40, utilization analysis, the category of Protective Services has been modified solely based on EEO category designation and not numerical analysis. The category of Protective Services has been taken out of the EEO 7 category and separated into its own category.
- In the 2016 submission, ODE, in consultation with CHRO, consolidated the Administrative Assistant category analysis into the clerical all titles category. For the past four submissions there have been fewer than 25 administrative assistant positions. In the 2016 submission, there were less than 20. It is unlikely this rank will reach the 25 titles or more to warrant a separate analysis.

HIRING AND PROMOTION GOALS

Based on the Section 46a-68-40, Utilization Analysis, the University has established the following hiring and promotion goals for the period of August 1, 2016 through July 31, 2017.

EXECUTIVE/ADMINISTRATIVE

Hiring

1 White Female
2 Black Females
1 AAIANHNPI Male
1 Other Female

Promotional

None

FACULTY

PROFESSOR

Hiring

1 White Female

Promotional

12 White Females
7 AAIANHNPI Males

ASSOCIATE PROFESSOR

Hiring

1 Black Male
3 Black Females
2 Hispanic Females
1 AAIANHNPI Female

Promotional

2 Black Females
1 Hispanic Female
1 AAIANHNPI Female

ASSISTANT PROFESSOR

Hiring

1 White Male
3 White Females
2 Hispanic Males
1 AAIANHNPI Female

Promotional

None

COACHING

Hiring

2 Black Females
1 Hispanic Male
1 Hispanic Female
1 AAIANHNPI Male

Promotional

None

PROFESSIONAL/NON-FACULTY

Hiring

3 White Males
2 Black Females
4 AAIANHNPI Males
3 AAIANHNPI Females

Promotional

None

SECRETARIAL CLERICAL (Excluding SECRETARY 2)

Hiring

5 White Males
1 AAIANHNPI Female

Promotional

1 Hispanic Female

SECRETARIAL CLERICAL/SECRETARY 2

Hiring

1 White Female
1 Black Male

Promotional

None

TECHNICAL/PARAPROFESSIONAL

Hiring

3 White Females
1 Black Male
1 Hispanic Female

Promotional

None

PROTECTIVE SERVICES

Hiring

4 White Males
1 White Female
1 Hispanic Female

Promotional

None

SKILLED CRAFTS

Hiring

1 Black Male
1 Hispanic Male

Promotional

None

SERVICE MAINTENANCE (EXCLUDING CUSTODIANS)

Hiring

1 White Female

Promotional

1 White Female

Hiring

1 Hispanic Male
 2 Hispanic Females
 1 AAIANHNPI Male

Promotional

1 Hispanic Male

SERVICE MAINTENANCE/CUSTODIANS**Hiring**

3 Black Males
 2 Black Females
 1 Hispanic Male
 1 AAIANHNPI Male

Promotional

None

Program Goals

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

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

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

Recruitment and Equitable Search Process

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

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

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

Other Program Goals

The University did not identify any employment policy or practice that adversely affects any minority group candidates, including physically disabled or older persons. The University will, however, continue to take a critical look at its employment processes and if disparities occur, the University will initiate a goal to remove such impact and improve the processes.

As Program Goals for the plan year 2015-2016, in order to foster a campus climate of tolerance and diversity, to ensure equal rights for all the various groups that make up the University community and to educate our students toward appreciation for diversity, the University will:

1. Recruitment & Equitable Search Process Continued

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

Completion Date: July 2016

Responsible Person: Chief Diversity Officer and Chief Human Resources Officer

2. Promotion of Equal Opportunity and Harassment-free Workplace

a. Training

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

Completion Date: July 2016

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

b. Employee Climate Survey

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

Completion Date: July 2016

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

c. Complaint Database

- ODE has contracted with a cloud-based complaint management database. During the reporting period ODE will complete the implementation. This will assist ODE in ensuring timely compliance with all protected class investigations, as well as, with Title IX reporting procedures. This system will increase ODE's potential for analyzing complaint data. Lastly, this database will

improve ODE's case management and timely notations to files as we will be able to track on an on-going basis every point of contact made for a case record.

Completion Date: July 2016

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

Cooperation with Other Agencies

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

Central Connecticut State University
Charge of the Search Committee

Position: _____

Search Number: _____

General issues

1. Search committee liability: it is possible, and has happened here, that search committee members can be sued in their individual and official capacities. Under Connecticut law, state employees are entitled to representation by the Attorney General's Office and indemnification by the state where their actions within the scope of employment or discharge of duties for damage or injury are "not wanton, reckless or malicious..." Conduct that is merely negligent comes within the statutory protection.
 2. The committee must meet as a whole throughout the search and must conduct its deliberations within the meetings. Do not discuss anything related to the search, either with members or non-members of the committee, except when the committee is formally meeting. If you E-mail information regarding the search, all of the committee should be copied.
 3. Each applicant must receive an individualized and complete review of his/her qualifications as compared to the job advertisement. If there are general terms in the advertisement that need further clarification, those standards must be set out before reviewing the applications. For example, the ad requires "teaching experience" without further definition. The committee needs to describe the skill set and scope that term is meant to capture, rather than the jobs that might suffice.
 4. All members of the committee must use the same standards to evaluate the applicants. Again, decide before looking at the applications, as that helps to insulate the committee from charges of bias or favoritism.
 5. Members of the committee should disclose to each other if they know any of the applicants in the pool and how they know of them, or about them. If a member feels that he or she cannot be objective about a candidate, he or she should recuse him or herself from the committee.
 6. Master file: The search chair should maintain clean originals and make copies for the committee members. There must be no notes or writing of any kind on the original materials.
 7. By state and federal law, the official, or master, search file must be maintained in a secure and accessible location for a minimum of 3 years. The Office of Diversity and Equity maintains the AA search file, but the official (or master) file, containing all application materials from all applicants (whether or not qualified) should be maintained by the hiring department chair.
 8. The search chair should contemporaneously document all of committee's decisions, including standards to be applied and the committee's action for each applicant which will become part of the master file. Only committee decisions should be recorded on the minutes. Internal discussions or procedural matters should not be kept in record.
- 1. AAP-2: Affirmative Action search plan**
1. The committee should develop an advertisement that is specific but inclusive. Note that you must evaluate all applicants by comparing their qualifications to those listed in your ad. Your evaluation should be thorough and fair, treating all applicants equally.

2. The advertisement is not a job description. It contains a list of minimal and preferred qualifications necessary to do the job. Remember, any applicant with all the minimal qualification should be, in theory, able to perform the job.
 3. Weight carefully the minimal qualifications, and be inclusive. Try not to include qualifications that will unnecessarily exclude potential qualified applicants. For example, if you say "5 years' experience" as a minimal qualification, think: why five? Is this really the minimum necessary? Would four do just as well, but broaden my pool?
 4. For the most part, the preferred qualifications will differentiate the minimally qualified from your finalists. List qualifications that is specific and objective.
 5. Recruitment is the most important tool we have to increase diversity. Make sure to include AT LEAST two sources of advertisements that are specifically targeted to historically underrepresented groups in the position's field. Also, include proactive recruitment measures as part of your plan.
 6. Once the advertisement is completed and approved by the committee and relevant supervisors, Human Resources will post your ad in one major advertisement source. Other sources must be paid and placed by the department, the dean's office or the academic division. The bargaining units' minority recruitment committees may have available funds for advertisement and recruitment. The Office of Diversity and Equity DOES NOT have any available funds for advertisement.
- II. AAP-3: The advertisement has yielded a pool of applicants that the committee needs to review, comparing the applicants' qualifications to those specified in the advertisement.
1. When completing this form, the members must articulate their reasons for voting each individual applicant into the categories and must challenge those reasons that appear unsupported.
 2. Pre-Screening-all or none within each category. Applicants within a category must be treated the same. For example, if one is called about missing materials, all must be called who are similarly situated.
 3. Each applicant must have a reason-factual and not conclusory, based on the job ad-for why she or he is placed in a category.
 4. The **Not Qualified** category is intended for those applicants who do not meet the required elements of the job qualifications. Failure of an applicant to meet any one of the required qualifications should result in placement in the Not Qualified category unless, on the judgment of the committee, the applicant possesses substantially comparable qualifications. The minimum requirement that the applicant has not met should be stated under the Reason column. Letters may be sent to those applicants once the AAP-3 is fully signed.
 5. The **Minimally Qualified** category lists those applicants who meet all the minimum requirements, but, based on the paper review and on the judgment of the committee, are not the preferred candidates to be considered finalists. State the factual reasons for placement in the Minimally Qualified category based on the ad and the standards the committee set in advance. For example, if the preference is for someone who has supervised students in field placements and the applicant has no such experience.

6. Then separate the **Finalists** from the Minimally Qualified-apply the standards the committee set-the committee is to work towards speaking with one voice, either unanimously or consensus, at the end. Special attention should be placed on Affirmative Action target candidates.
7. This is a paper review process for the most part. If an applicant is known to the committee (e.g., because of serving a special appointment or other University employment), that information should have limited effect -in other words, if he or she is minimally qualified based on the paper review, but the committee would like to interview him/her based on personal knowledge of the applicant, the person still should go into minimally qualified and not the finalist category.
8. Is the pool the size expected? If not, why not? What should be done to increase the size of the pool? Is there a qualification that acts to exclude otherwise qualified applicants? It is permissible to re-advertise and extend a search if the committee feels it is necessary to attain a larger and more diverse pool of applicants.
9. Is the pool apparently diverse in gender? Race/Ethnicity? If not, why? What else can be done to diversify the pool? The **Priority Target** for this search is a **Black Female, , Other Male and Other Female.** The Office of Diversity and Equity will provide demographic information to the committee when the AAP3 is submitted about the candidate.
10. Do not interview anyone until this form is completely approved. The Office of Diversity and Equity might reject an AAP3 form if the pool of finalists does not include an applicant from the target group.
11. If you have candidates from outside the local area, telephone interviews must be conducted. After telephone interviews are conducted, the search committee will conduct telephone reference of the candidates that are still being considered for the on-campus interviews. Once this has been done, please email the Office of Diversity the names of the candidates who will be invited for the final on-campus interviews. You will receive a final approval to proceed via email.

III. Interviews (Telephone and On-campus Interviews):

1. Read through the "Hiring and Search Manual" before beginning to interview. (<http://www.ccsu.edu/page.cfm?p=4176>). Stop interviewees from offering information we don't want to know. Frame your questions carefully.
2. All interviewees are asked the same basic questions.
3. The search committee members must agree ahead of time on the criteria used and the weight to be given to each question.
4. If you didn't sit through all the interviews, your ability to vote for candidates is limited. With their consent, candidates might be video or audio recorded, and the recordings shared with members of the committee.
5. At the end of the interviews, the committee now has considerable objective and subjective information. Articulate the committee's decisions for each interviewee. Be factual, weigh the relative strengths and weaknesses of each.
6. Put those decisions into a memo to the hiring manager.

IV. AAP-4 form:

1. Fill out the unranked candidates' names only.
2. Attach the memo to the hiring manager. The memo must address all the finalists that were listed on the AAP3.
3. Do not make any conditional offers to candidates until this form has been fully signed.
4. If the hiring manager asks the committee to make a conditional offer to a candidate, document all conversation with the candidate, contemporaneously, and file them in the master search file.
5. Be very clear that the offer is conditional upon the results of a background check and final approval of the President, and put that in writing.

11/29/16
Edited

AFFIRMATIVE ACTION SEARCH PLAN

Department _____ Position _____
Title/Rank _____

INSTRUCTIONS: See pages 15-17 of the **Hiring and Search Manual**. The Office of Diversity and Equity and/or Human Resources may make necessary editorial changes to draft advertisements to ensure consistency, conformance with AA requirements, and space. After approval of the Search Plan, Human Resources will place the advertisements.

ADVERTISING SOURCES:

(Recommended newspapers, journals, websites) Banner index to be charged:
All instructional and library faculty positions will be posted on the following websites: The Chronicle of Higher Education, Hispanic Outlook, Diversejobs.net and Higheredjobs.com

	<i>(Human Resources Dept)</i>

ADDITIONAL SEARCH COMMITTEE RECRUITMENT EFFORTS:

(e.g.; ListServs; e-mail distribution lists; mailing lists, attendance at conferences, networking, etc.)

PROPOSED SEARCH COMMITTEE: *(Must include a member of an underrepresented group)*

Race/Ethnicity: W = White B = Black H = Hispanic O = Other U = Unknown

		Gender	Race/ Ethnicity		Gender	Race/ Ethnicity
1	Chair _____	_____	_____	4	_____	_____
2	_____	_____	_____	5	_____	_____
3	_____	_____	_____	6	_____	_____

Approvals:

1 _____ Department Head Date	2 _____ Dean/Director Date
3 _____ Executive Officer Date	4 _____ Chief Diversity Officer or designee Date

AUTHORIZATION TO INTERVIEW/RECRUITMENT EFFORTS

Search #

Department:		Title:	
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Instructions: See pages 17 - 22 of the Hiring and Search Manual. Do not conduct interviews until this form has been completely approved. PLEASE ENCLOSE ALL CANDIDATES RESUMES.

FINALISTS---resumes must be attached

<u>LAST</u>	<u>FIRST</u>	For office use only		<u>REASON</u>
		<u>Race</u>	<u>Gender</u>	
				Meets the required qualifications and the following preferred (s): [insert qualifications]

Race/Ethnic Code: W=White, B=Black, H=Hispanic, O=Other, U=Unknown

APPROVALS:

1	Search Chair	Date	Comments
	Pres./VP/Dean/Director	Date	Comments
3	Chief Diversity Officer	Date	Comments

NOTE: In addition to the hard copy, please submit an electronic copy to rosa.rodriguez@ccsu.edu.

Rev. 11/12

Search #

0

MINIMALLY QUALIFIED -- resumes must be attached

<u>LAST</u>	<u>FIRST</u>	For office use only		<u>REASON</u>
		<u>Race</u>	<u>Gender</u>	
				Meets the required qualifications and the following preferred (s): [insert qualifications] or no preferred.

Search #

0

NOT QUALIFIED -- resumes must be attached

<u>LAST</u>	<u>FIRST</u>	For office use only		<u>REASON</u>
		<u>Race</u>	<u>Gender</u>	
				Does not meet the following qualification(s):
				Does not meet the following qualification(s):
				Does not meet the following qualification(s):
				Incomplete Application: Missing [name of document]

Position Control # _____

Search # _____

Recommended Candidates

Department _____ Position Title/Rank _____

Instructions: See pages 31-32 of the **Hiring and Search Manual**.

A **memorandum** summarizing the search committee's assessment of **all** candidates listed as finalists in the AAP 3 or candidates interviewed must be attached. List the committee's recommended (unranked) candidates below.

Name of Recommended Candidate (For search committee use)	Gender/Race/Ethnicity (For ODE office use only.)	Recommended Salary (To be completed by the hiring manager)	Recommended Start Date	Special Terms/Conditions (if applicable)
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

RACE/ETHNICITY: **W** = White **B** = Black **H** = Hispanic **O** = Other **U** = Unknown

Reference checks having been completed for all recommended candidates.

Search Chair _____ Date _____

Approvals: If the position supervisor is an Executive Committee member, the President's signature is required.

Hiring Manager (position supervisor) _____ Date _____

Executive Committee Member (President, Vice President, or Chief Officer) _____ Date _____

Chief Diversity Officer _____ Date _____

Chief Human Resources Officer _____ Date _____

Executive Committee Agenda
Tuesday, October 20, 2015
9:30 a.m.

1. Title IX and Diversity Training (R. Rodriguez)
2. Clery Campus Security Authorities Update (R. Rodriguez)
3. Affirmative Action Plan (R. Rodriguez)
4. Sodexo (C. Casamento)
5. Banner (C. Casamento)
6. Student Conduct Issue (L. Tordenti/R. Bachoo)

CCSU Office of Victim Advocacy (OVA)

Fall 2015 – Advocacy Services

I. Referrals

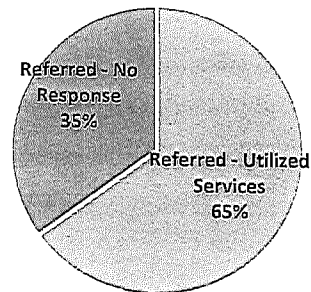
The majority of individuals who request services through OVA are initially connected through a referral. OVA received 40 referrals throughout the semester from the following sources:

- Faculty/staff: 22
- Residence Life Incident Reports: 15
- CCSU Police Situation Reports: 3

Additionally, throughout the semester 8 individuals reached out to OVA without a referral.

Not all individuals that are referred to OVA ultimately use services.

Outcome of Referrals to OVA



■ Referred - Utilized Services ■ Referred - No Response

II. Individuals Served

The Office of Victim Advocacy provided on-going services to 40 individuals throughout the semester.

- Cases that carried over from spring or summer 2015: 7
- New cases: 33

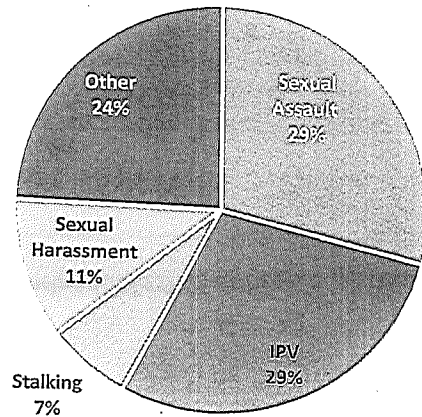
Demographics

N = 40

- Gender: 92.5% women, 7.5% men
- Race/Ethnicity: 77.5% white, 10% Hispanic/Latino, 7.5% Black/African American, 5% Asian
- Campus Status: 92.5% students, 7.5% employees

Basis of Complaints

Basis of Complaints



□ Sexual Assault □ IPV □ Stalking □ Sexual Harassment □ Other

“Other” included the following categories:

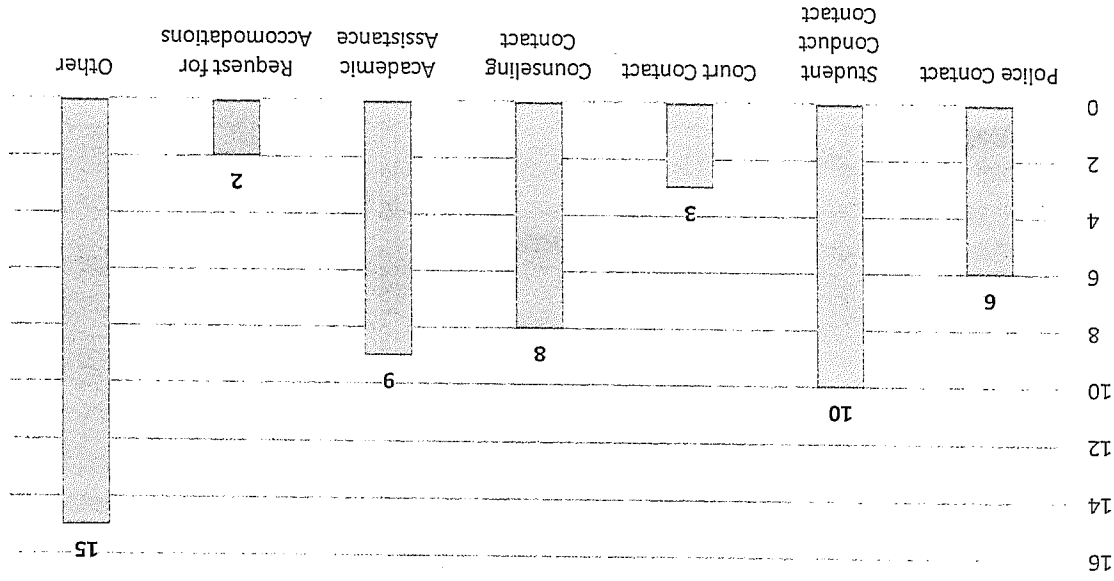
- Harassment
- Workplace Harassment
- Indecent Exposure
- Incest
- Discrimination (race)
- Discrimination (gender)
- Child Sexual Abuse
- Secondary Trauma
- Emotional Abuse from Parent

Note: Multiple individuals report experiencing multiple different unwanted behaviors. Thus, the number of “Basis of Complaints” is higher than the number of individuals served.

III. Services Provided

Every individual that is in contact with the Office of Victim Advocacy is provided with emotional support, information on reporting on and off campus and information on resources both on and off campus. However, based on the particular situation additional services are provided.

Number of individuals that utilized each additional service



- Reports at alternative institutions and campuses
- Request for housing contract changes
- ODE Investigation Contact
- CCSU Ombudsmen Contact
- Financial Aid assistance
- Meetings with Human Resources

“Other” included the following categories:
 - Some individuals utilized multiple additional services from OVA. Thus, the number of individuals using additional services is more than the number of individuals served.

IV. Referral – No Response

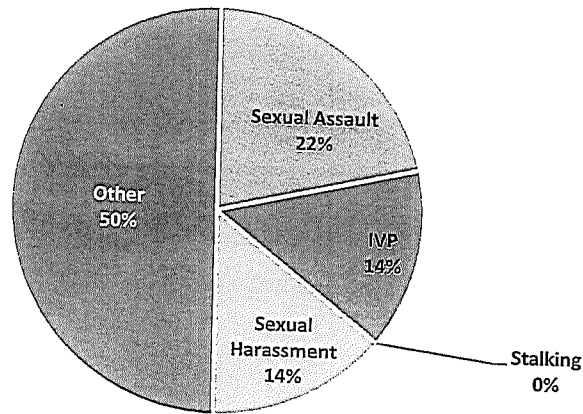
A portion of individuals are referred but do not respond to outreach from OVA.

Demographics:

N = 14

- Gender: 93% women, 7% men
- Race/Ethnicity: 66% white, 6.6% Hispanic/Latino, 13.3% Black/African American, 6.6% Asian, 6.6% American Indian
- Campus Status: 100% students

Basis of Complaints



□ Sexual Assault □ IVP □ Stalking □ Sexual Harassment □ Other

“Other” includes the following behaviors:

- Harassment
- Harassment (sexual orientation)
- Domestic Disturbance
- Sexual exploitation
- Sexual Assault of a Friend

** Individuals who did not respond were more likely to have experienced “other” behaviors than those that did respond.

Executive Committee Notes of Tuesday, October 20, 2015

Present: R. Bachoo, L. Bonesio-Peterson, C. Casamento, C. Galligan, C. Lovitt, J. Miller, R. Rodriguez, L. Tordenti

Excused: C. Magnan, A. Suski-Lenczewski

Title IX and Diversity Training (R. Rodriguez)

R. Rodriguez distributed a preliminary report on the training that has been completed since January 2015. To date, approximately 3,500 people have attended training. R. Rodriguez noted that this report did not include the Red Flag classroom training, which included approximately 900 students. Within the next few weeks, graduate students and seniors will be receiving an online training link for Title IX Training. R. Rodriguez noted that the Self-Defense Course is not required training, it is an optional course being offered by S. Dodd. J. Miller asked what percent of the required population has completed training. R. Rodriguez estimates that to be approximately 25%.

Clery Campus Security Authorities Update (R. Rodriguez)

R. Rodriguez and R. Bachoo are working together to update the list of campus security authorities. Executive Committee members have received information from R. Rodriguez, including a list of employees who may be added as campus security authorities. **ACTION:** Please review the information and send your feedback via email to R. Rodriguez by October 23. Once all the feedback has been received, R. Rodriguez and R. Bachoo will hold a meeting to discuss, and make final decisions. R. Bachoo noted that it is better to include people who may be considered borderline security. R. Rodriguez hopes to send the final list by the first week in November. The information will also be posted online.

Affirmative Action Plan (R. Rodriguez)

R. Rodriguez reported that CCSU's Affirmative Action Plan is due November 30, 2015. She asked everyone to please respond to the information requests they are receiving. The responses do not need to be lengthy, a short paragraph is fine.

R. Rodriguez distributed a section of CCSU's Public Act 14-11: Institution Sexual Violence Report, which was recently submitted. The full report will be available online.

Sodexo (C. Casamento)

C. Casamento distributed a list of the new Sodexo leadership staff. R. Bachoo, C. Casamento, and L. Tordenti recently met with J. Small, the new Sodexo General Manager at CCSU. C. Casamento was very impressed with his level of skill and work history. Sodexo will be sending out communication to the campus community introducing the new staff, and reminding people how to submit feedback regarding their services. C. Casamento noted that we will continue to carefully monitor their performance. She is confident that we will see significant improvement regarding many of the issues we have been discussing with them.

Banner (C. Casamento)

C. Casamento reported that the System Office is planning to move towards a single chart of accounts. The chart of accounts is how things we buy, and expenses related to our operations, get posted to our general ledger. At this time, each of the four universities have a separate chart of accounts and the community colleges have one. The initial discussions between the System Office, and the team that was assembled to work on this project, were about moving the universities to what the community

colleges currently have. The Chief Financial Officers from the four universities expressed their concern in regards to this idea. E. Steiner has agreed to start from the beginning and develop something that will work for the universities. K. Martohue and B. Wood are part of the team and may, on occasion, reach out for feedback. C. Casamento noted that she does not have a lot of detail at this time. She will continue to provide updates, as more information becomes available.

Student Conduct Issues (L. Tordenti/R. Bachoo)

L. Tordenti and R. Bachoo reported on two separate student conduct issues, both of which resulted in expulsion. A brief discussion ensued regarding FOIA. R. Rodriguez is concerned that FOIA may be outdated in regards to the current situation of violence on campuses. J. Miller stated that we could not go too much further with the conversation, without C. Magnan being present.

/cm

10/20/15

Executive Committee Agenda
Tuesday, December 1, 2015
9:30 a.m.

1. Affirmative Action Plan (R. Rodriguez)

2. President Ojakian's Visit (J. Miller)

Executive Committee Notes of Tuesday, December 1, 2015

Present: R. Bachoo, L. Bonesio-Peterson, C. Casamento, C. Galligan, C. Lovitt, C. Magnan, J. Miller, R. Rodriguez, A. Suski-Lenczewski, L. Tordenti

Affirmative Action Plan (R. Rodriguez)

Rosa Rodriguez presented the Affirmative Action Report. She indicated that the date on which the report is due has been changed from the date of previous years to November 30. She commented that this is a much more timely way to do the report because it deals with goals still underway. In essence, the report deals with the future as opposed to writing only about efforts to attain goals which were already completed.

She distributed the Executive Summary and explained that the overall report was over 800 pages. In terms of highlighting some of the information, she mentioned that about 25% of our employees are people of color, which has remained a fairly consistent number. She further observed that last year, 38% of the hires were people of color. She went on to identify areas that had improved during the previous years, including Athletics, with the hiring of three African-American coaches. She closed by saying that paper copies of the report would be on file in the Library, in HR, and in the Diversity Office. She also said that at a later date the entire report would be placed on-line.

Chris Galligan asked how the goals are set. Rosa Rodriguez went through the process explaining that first there was a descriptive analysis of all of the current employees at CCSU and new hires. Those were compared to either local or national norms depending upon the nature of the assignment. For example, faculty were compared to availability norms nationally since faculty members were recruited nationally.

President Ojakian's Visit (J. Miller)

Jack Miller discussed the itinerary for President Ojakian's visit. He suggested that several things had changed, mainly that the meeting with the Student Leadership group had been replaced with an Open Forum for students. He also noted that the meeting with the Campus Leadership group had been moved and shortened, but an Open Forum with faculty and staff was created from 2:00-3:00 p.m. to close the day. He then went through the various individuals that were asked to serve as an escort, moderator, or provide introductions. He concluded by mentioning that President Ojakian might need to be on Family Medical Leave, so that the meeting on the 9th could possibly be cancelled. We would not know until as late as the 7th. He said that in distributing the agenda to the entire campus, he would clarify the tentative date. Letting people know that we are trying in advance to help them prepare their schedules at this busy time of year, but also recognizing that there is a possibility that the 9th could be cancelled and rescheduled.

/rp
12/2/15

**CENTRAL CONNECTICUT STATE UNIVERSITY
AFFIRMATIVE ACTION PLAN (2015)**

EXECUTIVE SUMMARY

The Office of Diversity and Equity has completed the University's Affirmative Action Plan per the Connecticut General Statutes 46a-68. The AAP is a comprehensive, result-oriented set of procedures and programs that details the University's strategy to eliminate discrimination, set forth a good faith effort to attain hiring goals and achieve equal opportunity.

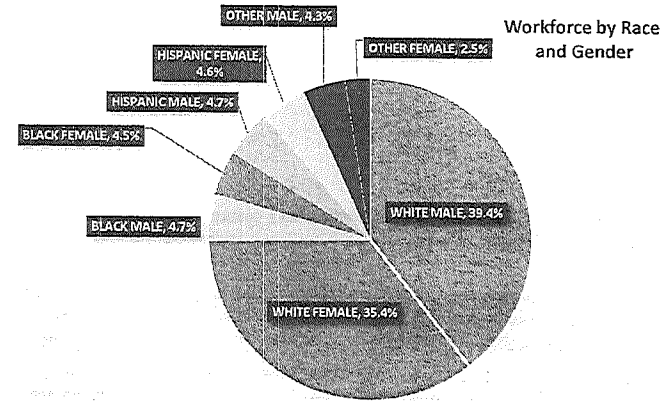
The plan is submitted annually for review and approval by the Commission on Human Rights and Opportunities (CHRO). The CHRO reviews and evaluates the plan within 90 days to ensure that it contains all 16 required elements and it is in compliance. The 2014 Plan was approved by the CHRO, based on Reviewer Neva Vigezzi's recommendation. No weaknesses were identified in this plan.

CCSU Full-time Workforce Statistics Table

CATEGORY OR CLASS	GRAND TOTAL	TOTAL MALE	TOTAL FEMALE	WHITE MALE	WHITE FEMALE	BLACK MALE	BLACK FEMALE	HISPANIC MALE	HISPANIC FEMALE	OTHER MALE	OTHER FEMALE
Executive Management	36	22	14	16	12	5	0	1	2	0	0
		61.1%	38.9%	44.4%	33.3%	13.9%	0.0%	2.8%	5.6%	0.0%	0.0%
Faculty	450	271	178	203	138	18	14	14	10	37	16
		60.4%	39.6%	45.1%	30.7%	4.0%	3.1%	3.1%	2.2%	8.2%	3.6%
Professional Non-Faculty	227	94	133	74	101	9	13	9	15	2	4
		41.4%	58.6%	32.6%	44.5%	4.0%	5.7%	4.0%	6.6%	0.9%	1.8%
Clerical Secretarial	97	10	87	3	63	3	12	3	11	1	1
		10.3%	89.7%	3.1%	64.9%	3.1%	12.4%	3.1%	11.3%	1.0%	1.0%
Tech/Para Professional	18	7	11	4	6	0	2	3	1	0	2
		38.9%	61.1%	22.2%	33.3%	0.0%	11.1%	16.7%	5.6%	0.0%	11.1%
Skilled Crafts	13	12	1	12	1	0	0	0	0	0	0
		92.3%	7.7%	92.3%	7.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Service Maintenance	74	61	13	47	9	5	0	9	4	0	0
		82.4%	17.6%	63.5%	12.2%	6.8%	0.0%	12.2%	5.4%	0.0%	0.0%
Protective Services	21	19	2	10	1	4	1	5	0	0	0
		90.5%	9.5%	47.6%	4.8%	19.0%	4.8%	23.8%	0.0%	0.0%	0.0%
TOTALS	936	497	439	369	331	44	42	44	43	40	23
	100 %	53.1%	46.9%	39.4%	35.4%	4.7%	4.5%	4.7%	4.6%	4.3%	2.5%

Faculty special appointments, University Assistants and Emergency hires and graduate interns are not included in the full-time workforce.

Workforce by Race and Gender Chart



ANALYSIS OF GOALS FOR 2014-2015

Hiring Goals

For this reporting period CCSU established seventy (79)—73 (73) short-term and six (6) long-term hiring goals and experienced one hundred and six (106) hires. Hiring occurred in the occupational categories of Exec. Admin., Faculty (Assoc. Prof., and Asst. Prof.), Coaching, Professional Non-Faculty, Technical Paraprofessional, Clerical all titles, Admin. Asst., Secretary 2, Skilled Crafts, Service Maintenance All titles (excluding custodians), and Custodians. Since goal achievement cannot take place in categories where hiring did not occur, ten (10) goals attributable to the categories of Professor [three (3) goals] and Protective Services [seven (7) goals] could not be achieved. Therefore, only sixty-nine (69) of the seventy nine (79) established goals were identified as achievable goals. Of the one hundred and six (106) hires that occurred during this reporting period, twenty-five (25) or thirty-six (36%) percent of all hires, met established reachable hiring goals.

Hires Table

This table includes only categories where hiring occurred; excludes Professor and Protective Services.

EEO Category	Hires	Goals	Goals Achieved	Percent of Achievement
Executive Administrative	3	6	0	0%
Faculty	47	14	8	57%
Coaching	8	7	3	43%
Professional Non-Faculty	24	11	5	45%
Other Staff (Classified)	24	31	9	29%
Total	106	69	25	36%

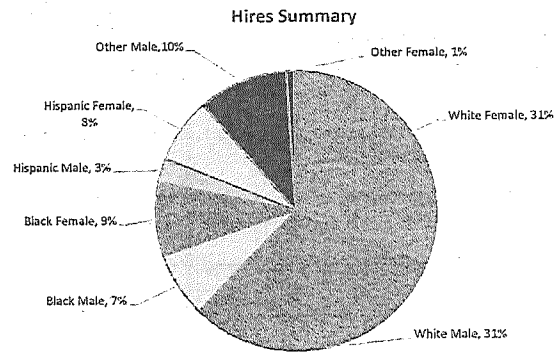
Additionally, in its commitment to diversity the University hired forty-three (43) members of underrepresented groups* that did not meet established goals:

- Two (2) diverse hires in the **Executive Administrative**: Two (2) Black males
- Three (3) diverse hires in the **Associate Professor** category: One (1) White female and One (2) Other males
- Nineteen (19) diverse hires in the **Assistant Professor** category: Six (6) White females; Two (2) Black males; One (1) Black female, One (1) Hispanic female and Nine (9) Other males
- One (1) diverse hires in the **Coaching** category: One (1) White female
- Fifteen (15) diverse hires in the **Professional/Non-faculty** category: Eleven (11) White females; Two (2) Hispanic males; One (2) Hispanic female
- Two (2) diverse hire in the **Secretary 2** category: Two (2) Hispanic females
- One (1) diverse hire in the **Custodian** category: One (1) Hispanic female

*White Female hires in the categories of Clerical, all titles; Administrative Assistant; and Secretary 2 were not identified as diverse candidates.

In all, sixty eight (68) out of the one hundred-six (106) hires, or sixty-four (64%), were either goal candidates or candidates from historically underrepresented groups including White females in non-clerical positions.

Hires Summary Chart



Promotional Goals

For this reporting period, the university established twenty-one (22) promotional goals.

During the reporting period, the University promoted 47 employees between EEO categories. In all, twenty four (24) out of the forty-seven (47) of these promotions, or fifty-one (51%) percent, were either goal candidates or candidates from historically underrepresented groups, including White females in non-clerical positions.

Summary of Promotions

Promotions in the faculty category are self-directed; therefore, goal achievement can be measured against those who apply for promotion.

- Of the twenty (20) promotions that occurred in the Professor category, the University achieved **twelve (12) goals of fifteen (15) established goals or seventy five (75%) percent**: nine (9) White females and three (3) Other males. In addition, one (1) Black male was promoted. Of the twenty (20) promotions that occurred in the Professor category, **thirteen (13) or sixty-five (65%) percent** of the promotions were either goal or diverse candidates.
- Of the twenty-one (21) promotions that occurred in the Associate Professor category, the University achieved one (1) Other female goal established. Of the six (6) established goals, the University achieved one (1) or seventeen (17%). Of the twenty-one (21) promotions that occurred, **eleven (11) or fifty-two (52%) percent** were either goal or diverse candidates.

Additionally, in its commitment to diversity the University promoted eleven (11) members of underrepresented groups* that did not meet established promotional goals:

- One (1) diverse promotion in the **Executive Administrative** category: One (1) Hispanic male
- Ten (10) diverse promotions in the **Associate Professor** category: Six (6) White Females and Four (4) Other males.

*excluded White females in clerical positions

Hiring and Promotional Goals for 2015-2016

The University has established hiring and/or promotional goals to remedy the underutilization of protected classes identified in the utilization analysis. Hiring goals are established for jobs usually filled through original appointment and promotional goals are for jobs filled through an internal promotional appointment. The objective of hiring and promotional goals is to reach parity with the availability base of protected groups in relevant labor market areas.

A "goal" is a hiring or promotion objective, which the University must strive to obtain by demonstrating every good faith effort. Goals are set to remedy the underutilization of minorities and women in the workforce and must be established within a time frame designated as short term (one year or less) or long term (more than a year, but not more than five).

The University has set its goals to be meaningful, measurable and reasonably attainable. It is important to note, however, that state re-employment lists, SEBAC rights and union contracts relating to transfers from other agencies are in effect and the University must consider those candidates, if they qualify, for specific vacancies.

An analysis of all hiring and promotional goals is distributed on a monthly basis to the President, the Vice Presidents, Chief Officers, Deans, Directors, Union Presidents and Minority Committee Chairs,

managers, and supervisors. In addition, a summary of the hiring and promotional goals for the current reporting period is posted on the ODE web page at <http://www.ccsu.edu/AffAction/>.

However, in addition to making every good faith effort to meet the established goals, the University will continue to be committed to a qualified, diverse workforce.

Based on the Section 46a-68-40, Utilization Analysis, the University has established the following hiring and promotion goals for the period of August 1, 2015 through July 31, 2015.

Hiring and Promotional Goals AAP 2015/2016

Based on the Section 46a-68-40, Utilization Analysis, the University has established the following hiring and promotion goals for the period of August 1, 2015 through July 31, 2016.

EXECUTIVE/ADMINISTRATIVE

Hiring	Promotional
2 White Females	1 White Female
2 Black Females	
1 Other Male	
1 Other Female	

FACULTY

PROFESSOR

Hiring	Promotional
1 White Female	11 White Females
	6 Other Males

ASSOCIATE PROFESSOR

Hiring	Promotional
1 Black Male	1 Black Male
3 Black Females	2 Black Females
3 Hispanic Females	1 Hispanic Female
2 Other Females	1 Other Female

ASSISTANT PROFESSOR

Hiring	Promotional
7 White Females	None
2 Hispanic Males	
1 Other Female	

COACHING

Hiring	Promotional
2 Black Males	None
1 Black Female	
1 Hispanic Male	
1 Other Male	
1 Other Female	

PROFESSIONAL/NON-FACULTY

Hiring	Promotional
5 White Males	None
2 Black Females	
4 Other Males	
4 Other Females	

SECRETARIAL CLERICAL (EXCLUDING ADMINISTRATIVE ASSISTANT and SECRETARY 2)

Hiring	Promotional
4 White Males	None
1 Black Female	
2 Other Females	

SECRETARIAL CLERICAL/ADMINISTRATIVE ASSISTANT

Hiring	Promotional
1 Black Female	None
1 Other Female	

SECRETARIAL CLERICAL/SECRETARY 2

Hiring	Promotional
1 Black Male	None

TECHNICAL/PARAPROFESSIONAL

Hiring	Promotional
3 White Females	None
1 Black Male	
1 Hispanic Female	
1 Other Male	

SKILLED CRAFTS

Hiring	Promotional
1 Black Male	None
1 Hispanic Male	
1 Other Male	

SERVICE MAINTENANCE (EXCLUDING CUSTODIANS)

Hiring	Promotional
1 White Female	1 White Female
1 Black Male	
1 Hispanic Male	
1 Hispanic Female	
1 Other Male	

SERVICE MAINTENANCE/CUSTODIANS

Hiring	Promotional
2 Black Males	None
2 Black Females	
1 Hispanic Male	
1 Other Male	

PROTECTIVE SERVICES

Hiring	Promotional
4 White Males	None
1 White Female	
1 Hispanic Female	
1 Other Male	

Program Goals

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

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

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

1. Recruitment and Equitable Search Process

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

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

Other Program Goals

The University did not identify any employment policy or practice that adversely affects any minority group candidates, including physically disabled or older persons. The University will, however, continue to take a critical look at its employment processes and if disparities occur, the University will initiate a goal to remove such impact and improve the processes.

As Program Goals for the plan year 2014-2015, in order to foster a campus climate of tolerance and diversity, to ensure equal rights for all the various groups that make up the University community and to educate our students toward appreciation for diversity, the University will:

2. Recruitment Equitable Search Process Continued

- Develop a process to collect demographic applicant data on the internal search process for SUOAF positions in the Professional Non-Faculty Category, as outline in the SUOAF-AFSCME Collective Bargaining Agreement. Update search and hiring manual to reflect this new process.
- Implement a formal search charge process for classified searches.

Completion Date: July 2016

Responsible Person: Chief Diversity Officer; Hiring Authorities and Chief Human Resources Officer

3. Promotion of Equal Opportunity and Harassment-free Workplace

a. Training

- Now that we have developed the training database, an analysis will be conducted to identify full-time employees who need to complete required training programs.
- Given the new state and federal requirements related to sexual misconduct, sexual assault and intimate partner violence, CCSU will develop and implement innovative training activities for all university employees and students to meet the annual training requirement.
- Continue to provide online Title IX including sexual harassment training to all university employees including student workers.
- Given the current climate in the country, we need to expand or diversity training on race and color. This training will be developed and implemented during this plan year. We will also continue training on LGBT, disability and other pertinent matters.

Completion Date: July 2016

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

b. Policy Development

- Update complaint procedure to conform to the new state and federal regulations.
- Notify employees of the changes to the existing polices and the development of new policies

- To meet Clery Act requirements, identify campus security authorities, provide training and develop online Clery reporting form.
- Conduct climate survey on Title IX issues for students and based on the outcome of the student survey, develop climate survey for employees to implement in AY 2016.

Completion Date: July 2016

Responsible Person: Chief Diversity Officer; CCSU Victim Advocate; Vice President of Student Affairs; Chief Human Resources Officer; Chief Administrative Officer, CCSU Chief of Police and Sexual Assault Resource Team

c. Establish a Formal Employment Advisory Committee

CCSU has used the President's Executive Committee and other committees as the Employment Advisory Committee to review and address achievement of hiring goals and the challenging recruitment milieu that search committees encounter. While this had been successful in the past the University recognizes that the Employment Advisory Committee is needed to specifically address the Affirmative Action Plan and its goals. The University will continue to work with the other committees serving underserved populations to meet programmatic goals, e.g., training, recruiting and retention activities.

Completion Date: July 2016

Responsible Persons: Chief Diversity Officer and other Executive Committee Members

Cooperation with Other Agencies

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

Executive Committee Agenda
Tuesday, January 26, 2016
9:30 a.m.

1. Smoking Ban at CCSU (C. Lovitt)
2. Enrollment Update (C. Lovitt)
3. Commencement Speaker (C. Lovitt)
4. Hover Boards (J. Miller)
5. Travel Update (C. Casamento)
6. Budget Update (C. Casamento)
7. Contracting Process (C. Casamento)
8. Litigation Update (C. Magnan)
9. Title IX Fall Report (R. Rodriguez)

Executive Committee Notes of Tuesday, January 26, 2016

Present: R. Bachoo, L. Bonesio-Peterson, C. Casamento, C. Lovitt, C. Magnan, J. Miller, R. Rodriguez, L. Tordenti

Excused: C. Galligan, A. Suski-Lenczewski

Smoking Ban (C. Lovitt)

C. Lovitt stated that he has noticed many of our students not following the smoking policy. He has also heard from several directors/managers who expressed concern that the length and number of breaks staff are taking affect work productivity. C. Casamento asked if the new policy has made any improvement. L. Tordenti said only marginal, as many of the students are still smoking where they should not be. L. Tordenti reported that we recently signed on to a smoking cessation grant with SCSU, which we will receive some funding for. R. Rodriguez noted that there are two separate issues, students, and then employees. It is very important for supervisors to address issues with their employees. She believes that a smoking ban will not address employee issue, and may make things worse. J. Miller asked why some believe a ban would work, if we have not been successful with the current policy. If we implement a ban, C. Lovitt suggested providing smoking cessation products, support, and fines for those who violate the ban. C. Casamento suggested using the fine money to buy the cessation products. R. Bachoo believes that we have made significant improvement with the current policy, and thinks that a jump to a full ban is too much. He agrees that we do need more enforcement. C. Magnan stated we should better enforce the current policy, before going to a ban. J. Miller suggested that we give some consideration to better enforcement. If we don't see more improvement by the end of the spring semester, we will discuss moving to a complete ban. **ACTION:** R. Bachoo will talk to the Police Department today about encouraging compliance. A. Suski-Lenczewski will be asked to start an information campaign for staff. L. Tordenti will work with the students.

Enrollment Update (C. Lovitt)

C. Lovitt distributed preliminary enrollment numbers and briefly reviewed the numbers. Final numbers will not be available until the freeze date, which is February 9. He noted that we are in better shape than we initially thought. J. Miller asked about part-time undergraduate new transfer students. **ACTION:** C. Lovitt did not have an answer, but stated that he would get the information for J. Miller.

Commencement Speaker (C. Lovitt)

C. Lovitt stated that we do not have commencement speakers in place at this time. He thought it would be wise to start the conversation now. **ACTION:** J. Miller asked everyone to give some thought to this and send suggestions to C. Lovitt.

Hover Boards (J. Miller)

J. Miller distributed the Board's new policy regarding Hover Boards, which will be distributed to the campus today. J. Miller did not see any email conversation amongst the four university presidents regarding concern over the use of hover boards, but it was a big concern at the community colleges. **ACTION:** C. Magnan will follow-up with E. Weaver for additional information. Once that is done, M. McLaughlin will send an announcement to the campus community.

R. Bachoo asked if there was any new information regarding drones being banned. C. Magnan recently attended a drone seminar, which she found to be very informative. She stated that we have

requested not to have a complete ban, as we have academic reasons for using drones on campus. At this time, she has not heard any new information. Additional updates will be provided, as new information becomes available.

Travel Update (C. Casamento)

C. Casamento reported that we are in the process of implementing the new web-based travel system, CONCUR. The new system is scheduled to “go live” on May 26, 2016. Over the next few weeks, a list of high users will be put together. C. Casamento will send an email to each of their supervisors requesting permission for those employees to participate in sessions to test the new system.

Budget Update (C. Casamento)

C. Casamento reminded everyone that UPBC budget presentations are scheduled for February 18. UPBC has requested that all presentations be submitted to them one week in advance. If anyone has questions regarding their plans, one-time, etc. please contact C. Casamento or K. Martohue.

C. Casamento reported that we have not received any guidance regarding tuition and fees yet. The Governor is scheduled to present his budget on February 3. As soon as more information is available, C. Casamento will provide an update.

Contracting Process (C. Casamento)

C. Casamento reported that we have had a bit of an increase on campus with purchases and agreements being made without contracts. An email will be sent out to the campus today to remind everyone of the Personal Service Agreement Guidelines. Not following these guidelines results in auditing issues. J. Miller stated that people who are responsible for preparing such agreements, need to be aware. If not, we will need to put stricter policies in place.

Litigation Update (C. Magnan)

C. Magnan distributed the updated Pending Litigation Summary Report. She briefly reviewed the new cases, and those with changes to report.

Title IX Fall Report (R. Rodriguez)

R. Rodriguez distributed the Title IX Fall Report and briefly reviewed the information. S. Dodd has been very well received by the campus community. Many people have commented on her excellent follow-through with faculty to provide help to our students. R. Rodriguez noted that the State report will be due in October.

As May Arise

J. Miller distributed his announcement of retirement. He stated that he wanted to be sure to share this news with them first. The announcement will be sent out to the campus community this afternoon.

/cm
1/26/16

Report on Sexual Violence
Central Connecticut State University (CCSU)
Submitted: September 18, 2015

Prepared by the CCSU Office of Diversity and Equity

Enclosed Documents:

- **Sexual Violence Reportable Statistics and Data**
- **Addendum A:** Narrative
- **Addendum B:** BOR/CCSU Sexual Misconduct, Support Services and Processes Policy
- **Addendum C:** CCSU Nondiscrimination & Anti-Harassment Policies, Complaint Procedures and On-Campus and Community Resources
- **Addendum D:** Current written notification of victim's rights and options
- **Addendum E:** Additional resources and information provided to victim/survivors
- **Addendum F:** Materials related to the CCSU Red Flag Campaign



CONNECTICUT STATE COLLEGES & UNIVERSITIES

BOARD OF REGENTS FOR HIGHER EDUCATION

PUBLIC ACT 14-11: REPORTABLE STATISTICS AND DATA

CSCU INSTITUTION: Central Connecticut State University

REPORTING OFFICE/DEPARTMENT: Office of Diversity and Equity

INSTITUTION CONTACT: Rosa Rodriguez, Title IX Coordinator

YEAR: 2014

I. SEXUAL VIOLENCE* PREVENTION, AWARENESS, AND RISK REDUCTION PROGRAMS:

Program Category	Number of Programs		
	Prevention:	Awareness:	Risk Reduction:
<i>Sexual Assault</i>	6	12	4
<i>Stalking</i>	2	6	2
<i>Intimate Partner Violence</i>	2	12	3

Program Types: (List and Describe Each Program Type)

PREVENTION

1. Sex Signals-

Type of program: Prevention (sexual assault)

Number of sessions offered: Two (2)

Audience: Incoming CCSU undergraduate students

Number of participants: Unknown. (*Approximately 1,294 students attended orientation*)

Description: CCSU offers a comprehensive orientation for new students each summer. At Orientation 2014 students were strongly encouraged to attend "Sex Signals" a 90-minute, interactive program facilitated by two trained professionals that focuses on beliefs, attitudes and behaviors 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 in the CCSU community.

2. The Hook Up –

Type of program: Prevention (sexual assault)

Number of sessions offered: Two (2)

Audience: Students, employees, public

Number of participants: 80 (Fall 2014), 125 (Spring 2014)

Description: As part of the Red Flag Campaign, CCSU offered this program in both the spring and fall of 2014. The Hook Up is an evidence-based program facilitated by professionals that focuses on the difference between a healthy sexual encounter, a regretted one and rape. It also empowers students to be change agents, intervene as bystanders and shift the culture to shut down sex offenders and hold them

accountable.

3. Haven (on-line training)

Type of program – Prevention (sexual assault, intimate partner violence and stalking)

Audience: Incoming CCSU Undergraduate students

Number of participants: 784

Description: All incoming CCSU undergraduate students are encouraged to complete an on-line training that covers healthy relationships, consent, definitions of sexual assault, relationship violence and stalking, risk reduction and awareness strategies, bystander intervention, social norms, campus policies and support resources.

4. Residence Hall Trainings

Type of program: Prevention (sexual assault)

Number of sessions offered: 8

Audience: CCSU students who live on-campus

Number of Participants: 87

Description:

Facilitated by professional staff from the CCSU Ruth Boyea Women's Center, these sessions focus on sexual assault prevention training.

5. On Being a Man

Type of program – Prevention (sexual assault, intimate partner violence and stalking)

Number of Sessions Offered: Approximately 40 sessions. Note: The program is delivered in two sessions lasting two hours each.

Number of Participants: Approximately 250-300

Audience: Male student athletes (approximately 200), male students living in the residence dormitories (Approximately 75)

Description: The workshop aims to implement a theory driven prevention paradigm to engage men in the process of evaluating whether rigid adherence to hyper-masculine gender expectations is likely to result in future happiness and health. Active learning principles, role plays, direct coaching strategies and vivid multi-media resources are utilized to facilitate the process by which men think critically about pressures placed upon them by society and whether following these expected standards truly exemplifies "being a real man." This program was developed, facilitated and evaluated by Dr. Jason Sikorski, Associate Professor of Psychology.

6. Zerlina Maxwell: Addressing Rape Culture

Type of program: Prevention (sexual assault)

Number of sessions offered: One (1)

Number of participants: 210

Audience: CCSU faculty, staff, students and the public

Description: As a part of Sexual Assault Awareness Month, the Women's Center welcomed political analyst

Zerlina Maxwell to campus. Addressing the crowd of students and faculty, Attorney Maxwell's lecture focuses on rape culture on college campuses and the need for global change on how women are treated.

AWARENESS

7. 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: SART Team members *Note: The SART Team is comprised of staff from the following divisions: Office of Equity and Diversity, Division of Student Affairs, campus safety, athletics, faculty from various departments and off-campus members from the New Britain YWCA and Prudence Crandall Center.*

Number of participants: Approximately 15 per session

Description:

The SART Team meets four times per year as part of the University's commitment to minimize sexual violence on campus. Each meeting involves a training component to help members remain up to date in new policies and legislation as well as in best practices for assisting students and ending violence.

8. "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: Approximately 10,000

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 students and how individuals can help prevent violence. Approximately 10,000 copies were distributed in 2014 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.

9. "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.

10. Sexual Harassment Training

Type of program: Awareness and Prevention (sexual assault)

Number of sessions offered: two in- person, also available on-line

Audience: CCSU employees

Number of participants: in-person: 18; on-line: 496

Description: This training provides employees with an understanding of sexual harassment, their role in creating an environment free of sexual harassment and how to assist an employee who is experiencing this behavior.

11. Title IX Informational Sessions

Type of program: Awareness (sexual assault)

Number of sessions offered: Six (6)

Audience: CCSU Faculty Members

Number of participants: 55

Description: These meetings were conducted by the Title IX Coordinator as a part of faculty department meetings. The Title IX Coordinator provided updates on policy changes and reinforced faculty member's responsibility in regard to Title IX, Board of Regents police and state law.

12. Title IX Training (in-person)

Type of program: Awareness (sexual assault, intimate partner violence, stalking)

Number of sessions offered: Nine ()9

Audience: CCSU Employees including student employees

Number of Participants: 319

Description: All CCSU employees are required to attend annual Title IX training. This training is offered both in person and on-line. The in-person session is three hours long and covers policy and procedure, employee responsibilities, sexual assault, intimate partner violence and stalking. At these sessions, community partners CONNSACS and Prudence Crandall facilitated modules on sexual violence and intimate partner violence respectively.

13. Title IX Training (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: 271

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 sessions covers policy and procedure related to sexual misconduct, employee responsibilities, sexual assault, intimate partner violence and stalking.

14. Red Flag Campaign Posters

Type of program: Awareness, Risk Reduction (intimate partner violence)

Number of sessions offered: N/A

Audience: Employees, students

Number of participants: N/A

Description: In both the fall and spring of 2014 CCSU implemented the Red Flag Campaign, an evidence based program to address and prevent intimate partner violence. An extensive marketing campaign was used by placing several hundred red flags across campus and then posting over 150 posters in academic buildings, dining halls and resident halls. Posters contained information on behaviors that may indicate a "red flag" in a relationship and how to intervene in these situations.

15. Red Flag Campaign Presentations

Type of program: Awareness (intimate partner violence)

Number of sessions offered: 20

Audience: Students

Number of Participants: Approximately 670

Description: As part of the Fall 2014 Red Flag Campaign a twenty minute presentation facilitated by professionals from the Office of Diversity and Equity was offered. The twenty minute presentation provided information on identifying abusive behavior in intimate relationship and a discussion of how to intervene if a friend is in an abusive relationship. This presentation was implemented in classrooms, with an athletic team and a special presentation for international students.

16. Red Flag Student Leader Training

Type of program: Awareness (sexual assault, intimate partner violence)

Number of sessions offered: One (1)

Audience: Students in leadership roles

Number of participants: 30

Description: As part of the Fall 2014 Red Flag Campaign, student leaders were invited to attend a training on the Red Flag Campaign, sexual assault and intimate partner violence. Community partners Prudence Crandall and the New Britain YWCA facilitated the sections on their respective topic areas.

17. Red Flag Campaign "Tabling"

Type of program: Awareness (intimate partner violence)

Number of sessions offered: N/A

Audience: Students

Number of participants: Approximately 300 (Fall 2014) and Approximately 300 (Spring 2014)

Description: As part of the Red Flag Campaign, organizers had informational tables in the Student Center, at athletic games and at major CCSU events. The tables provided education on the topic of intimate partner violence.

18. Red Flag Campaign "Door Tags"

Type of program: Awareness (intimate partner violence)

Number of sessions offered: N/A

Audience: Students who live in the residence halls

Number of participants: Unknown. *Note: Approximately 1,000 tags were distributed*

Description: As part of the Red Flag Campaign tags were hung on every door of each residence hall room. The tags listed information on the Red Flag Campaign as well as campus and community partner's resources and services.

19. Resident Assistant Training: Domestic Violence

Type of program: Awareness (intimate partner violence)

Number of sessions offered: One (1)

Audience: Resident Assistants

Number of participants: 28

Description: As part of the comprehensive training for Resident Assistants local domestic violence agency Prudence Crandall facilitated a session on the warning signs and appropriate actions for addressing intimate partner violence, different types of intimate partner violence and resources on and off campus for students in unhealthy relationships.

(Of note: Resident Assistants also received comprehensive in-person Title IX training, documented above.)

20. Take Back the Night

Type of program: Awareness (sexual assault, intimate partner violence, stalking)

Number of sessions offered: One (1)

Audience: Students, employees and the public

Number of Participants: approximately 200

Description: The CCSU Ruth Boyea Women's Center coordinated the annual Take Back the Night rally. At this event, information and resources are provided and participants can share their experiences of sexual assault, intimate partner violence and/or stalking. Approximately ten university and off-campus resources sponsor tables at the event and provide additional information, support and education to participants.

21. Walk of No Shame

Type of program: Awareness (sexual assault)

Number of sessions offered: One (1)

Audience: Employees, students, the public

Number of participants: 75

Description: This event featured speaker Emily May, founder of Hollaback!, focused on ending victim blame in cases of sexual violence and provided a platform for students to share their own experience.

22. Enough! 5K Race to End Violence

Type of program: Awareness (sexual assault)

Number of sessions offered: One (1)

Audience: Employees, students, the public

Number of participants: approximately 400 (248 runners)

Description: CCSU collaborated with the New Britain YWCA Sexual Assault Crisis Services (SACS) to offer a

5-K race on the CCSU campus. Proceeds went to the YWCA SACS program. Awareness information was present.

RISK REDUCTION

23. Empowered Blue Devil Bystander Committee

Type of program: Risk Reduction (sexual assault)

Number of sessions offered: This information was not accessible.

Audience: CCSU administrators, student leaders and AmeriCorps Volunteers

Number of Participants: This information was not accessible.

Description: This training module empowers individuals to act appropriately and effectively when faced with an interpersonal conflict or problem. It is a comprehensive bystander intervention program that focuses on the reasons we act or don't act to intervene in situations where help is needed. Sections include factors that affect helping, strategies for effective helping, warning signs, action steps and resources. This program was coordinated out of the CCSU Counseling and Wellness Services.

24. Krav Maga Self Defense Class

Type of program: Risk reduction, Awareness (sexual assault)

Number of sessions offered: One (1)

Audience: CCSU Students

Number of participants: 5

The CCSU Ruth Boyea Women's Center organized a one-time self-defense class taught by Krav Maga.

25. Campus "Blue Lights"

Type of program: Risk Reduction (sexual assault, stalking, intimate partner violence)

Number of sessions offered: N/A

Audience: CCSU employees, students and the public.

Number of participants: N/A

Description: The University has installed approximately 100 well-placed emergency telephones on campus that automatically dial into the police dispatch center on campus. Please note – the number of blue light phones has decreased slightly due to new residence hall construction.

26. Police Safety Escort Service

Type of program: Risk Reduction (sexual assault, stalking, intimate partner violence)

Number of sessions offered: N/A

Audience: CCSU employees, 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:		
Program Category	Number of Campaigns	
	Prevention:	Awareness:
<i>Sexual Assault</i>		2
<i>Stalking</i>		
<i>Intimate Partner Violence</i>		2

III. TOTAL REPORTED INCIDENTS OF SEXUAL VIOLENCE:		
Program Category	Number of Incidents:	Number of Disclosures:
<i>Sexual Assault</i>	11	9
<i>Stalking</i>	2	1
<i>Intimate Partner Violence</i>	9	4

IV. DISCIPLINARY CASES AND FINAL OUTCOMES OF DISCIPLINARY CASES RELATING TO SEXUAL VIOLENCE (STUDENTS):								
Program Category	Total Number of Cases:	Final Outcome						
		Warning:	Probation:	Suspension:	Expulsion:	Persona Non Grata (PNG):	Sanctions/ Sexual Violence Remediation:	Other:
<i>Sexual Assault</i>	0							
<i>Stalking</i>	1		1					Required module on personal decision making, required student reflection inventory
<i>Intimate Partner Violence</i>	4			4				Required modules in Anger Management, healthy relationships, personal decision making, self-reflection inventory (2). Required assessment (2)

IVa. FINAL OUTCOMES OF APPEALS OF ORIGINAL OUTCOMES OF CASES RELATING TO SEXUAL VIOLENCE (STUDENTS):			
Program Category	Total Number of Cases:	Outcome of Appeal Decision:	
		<i>Upheld:</i>	<i>Overtured:</i>
<i>Sexual Assault</i>			
<i>Stalking</i>			
<i>Intimate Partner Violence</i>	1	1	

V. DISCIPLINARY CASES AND FINAL OUTCOMES OF DISCIPLINARY CASES RELATING TO SEXUAL VIOLENCE (EMPLOYEES):						
Program 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>	1					Resigned, Not in Good Standing
<i>Stalking</i>						
<i>Intimate Partner Violence</i>						

Va. FINAL OUTCOMES OF APPEALS OF ORIGINAL OUTCOMES OF CASES RELATING TO SEXUAL VIOLENCE (EMPLOYEES):		
Type	Outcome of Appeal Decision:	
	<i>Upheld:</i>	<i>Overtured:</i>
<i>Sexual Assault</i>		
<i>Stalking</i>		
<i>Intimate Partner Violence</i>		

VI. TOTAL ANONYMOUS AND CONFIDENTIAL SEXUAL VIOLENCE REPORTS OR DISCLOSURES TO THE INSTITUTION:		
Program Category	Number of Reports:	Number of Disclosures:
<i>Sexual Assault</i>		Approximately 8 - 10
<i>Stalking</i>		Approximately 3 - 5
<i>Intimate Partner Violence</i>		Approximately 3 - 5

"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. The number of sexual assault, stalking and intimate partner violence prevention, awareness and risk reduction programs at the institution.
- II. The type of sexual assault, stalking and intimate partner violence prevention and awareness campaigns held by the institution.
- III. The number of incidences of sexual assault, stalking and intimate partner violence reported to such institution.
- IV. The number of reports or disclosures to the institution related to sexual assault, stalking and intimate partner violence.
- V. The number of disciplinary cases at the institution related to sexual assault, stalking and intimate partner violence.
- VI. 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 outcomes 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 and a period of special parole pursuant to subsection (b) of section 53a-28 which together constitute a sentence of at least ten years.

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.

SEXUAL ASSAULT/INTIMATE PARTNER VIOLENCE

Sec. 10a-55m. a (4) "*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 (1) "Awareness programming" means institutional action designed to 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 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 (5) “*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: 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.

Executive Committee Agenda
Tuesday, December 1, 2015
9:30 a.m.

1. Affirmative Action Plan (R. Rodriguez)
2. President Ojakian's Visit (J. Miller)

Executive Committee Notes of Tuesday, December 1, 2015

Present: R. Bachoo, L. Bonesio-Peterson, C. Casamento, C. Galligan, C. Lovitt, C. Magnan, J. Miller, R. Rodriguez, A. Suski-Lenczewski, L. Tordenti

Affirmative Action Plan (R. Rodriguez)

Rosa Rodriguez presented the Affirmative Action Report. She indicated that the date on which the report is due has been changed from the date of previous years to November 30. She commented that this is a much more timely way to do the report because it deals with goals still underway. In essence, the report deals with the future as opposed to writing only about efforts to attain goals which were already completed.

She distributed the Executive Summary and explained that the overall report was over 800 pages. In terms of highlighting some of the information, she mentioned that about 25% of our employees are people of color, which has remained a fairly consistent number. She further observed that last year, 38% of the hires were people of color. She went on to identify areas that had improved during the previous years, including Athletics, with the hiring of three African-American coaches. She closed by saying that paper copies of the report would be on file in the Library, in HR, and in the Diversity Office. She also said that at a later date the entire report would be placed on-line.

Chris Galligan asked how the goals are set. Rosa Rodriguez went through the process explaining that first there was a descriptive analysis of all of the current employees at CCSU and new hires. Those were compared to either local or national norms depending upon the nature of the assignment. For example, faculty were compared to availability norms nationally since faculty members were recruited nationally.

President Ojakian's Visit (J. Miller)

Jack Miller discussed the itinerary for President Ojakian's visit. He suggested that several things had changed, mainly that the meeting with the Student Leadership group had been replaced with an Open Forum for students. He also noted that the meeting with the Campus Leadership group had been moved and shortened, but an Open Forum with faculty and staff was created from 2:00-3:00 p.m. to close the day. He then went through the various individuals that were asked to serve as an escort, moderator, or provide introductions. He concluded by mentioning that President Ojakian might need to be on Family Medical Leave, so that the meeting on the 9th could possibly be cancelled. We would not know until as late as the 7th. He said that in distributing the agenda to the entire campus, he would clarify the tentative date. Letting people know that we are trying in advance to help them prepare their schedules at this busy time of year, but also recognizing that there is a possibility that the 9th could be cancelled and rescheduled.

/rp
12/2/15

Executive Committee Agenda
Tuesday, April 12, 2016
9:30 a.m.

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| 1. Mgmt./Confidential Representative for University Advisory Committee | J. Miller |
| 2. Hiring Freeze | J. Miller |
| 3. Insurance | C. Casamento |
| 4. Budget | C. Casamento |

Executive Committee Notes of Tuesday, April 12, 2016

Present: R. Bachoo, L. Bonesio-Peterson, C. Casamento, C. Galligan, C. Lovitt, C. Magnan, J. Miller, R. Rodriguez, A. Suski-Lenczewski

Excused: L. Tordenti

Management/Confidential Representative for University Advisory Committee (J. Miller)

J. Miller was asked to identify a management/confidential representative to serve on the University Advisory Committee for the Presidential Search. He received several recommendations and selected J. Paige to serve as the representative.

Hiring Freeze (J. Miller)

J. Miller received an email from A. Pritchard reminding everyone of the process in place regarding the hiring freeze and position requests. J. Miller recently met with A. Pritchard to go over our budget process in detail, and provide her with examples of our spreadsheets. He reviewed the spreadsheets with her and explained the above the line/below the line process. He assured her that he would not send any requests that were below the line. A. Pritchard was very receptive. J. Miller currently has 52 position requests in his possession, and plans to review them today. He stated that all 52 will not be sent to the System Office for approval. Those not sent this time, may be included with the next batch.

Budget Planning (J. Miller)

J. Miller distributed a memo from E. Steiner regarding the "FY 2016-17 Budget and Spending Plan Development Guidelines." He asked everyone to review the list of bullets on Page 2:

- Assume enrollment based on the trend over the last three years (e.g. if your enrollment has decreased by 2% each year over the last three years, then FY17 should be budgeted based on a 2% decline)
- Tuition and fees as approved by the Board of Regents
- General Fund appropriation and Fringe paid by State using the proposed Governor's budget – see budget allocation schedule
- No wage increases in FY17; this is consistent with the Governor's proposed State budget
- Fringe benefit rates are estimated to increase by 4% over FY16
- Required Contingency Plans assuming an additional 5% reduction in appropriations, or to allow for wage increases if so negotiated

J. Miller stated that we are budgeting for flat, or less than flat, enrollment based on the last three years. The question now is, will the additional cuts be more than what was planned for with the 5% tuition increase? J. Miller stated that the bullets in the memo from E. Steiner generally sum up what the big picture looks like. He reminded everyone to be extremely careful in selecting the positions they request to fill. Every position that gets filled is one less that can be used for additional cuts. A brief discussion ensued.

Budget (C. Casamento)

C. Casamento stated that we have to turn in our Spending Plan very soon. The presentations to the Board of Regents have been scheduled for the week of May 9th. C. Casamento asked if anyone had any

questions regarding the rescission email she sent. There were no questions. **ACTION:** If anyone has changes to their reduction plan, please send them to C. Casamento and K. Martohue this week.

Insurance (C. Casamento)

J. Miller noted that L. Tordenti not being here for this agenda item is a major drawback, as this is mainly a Student Affairs issues. C. Casamento provided a detailed overview regarding student insurance. Within the next few days, the CFOs will be getting together to come up with a unified proposal, after having conversations at their respective campus. C. Casamento stated that E. Steiner will make the ultimate decision on how we contract insurance to our students. C. Casamento reviewed, in detail, the different kinds of insurance coverage that are currently offered to students, as well as the different options going forward. **ACTION:** J. Miller asked C. Casamento to speak with L. Tordenti and report back, after the System Office has made their decision.

Layoffs and Impact (R. Bachoo)

R. Bachoo expressed his concern regarding the number of layoffs being mentioned. He feels that, perhaps, we need to be looking at this more carefully. R. Bachoo has a number of staff members who do not have much seniority, as well as a number of people still in their working test period. A. Suski-Lenczewski stated that E. Mantell is working on putting together a list for our campus. She also reminded everyone of the statewide bumping rights for administrative and residual staff. A. Suski-Lenczewski and her staff will continue to monitor the situation.

4/12/16

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Executive Committee Agenda
Tuesday, June 14, 2016
9:30 a.m.

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| 1. OCR Dear Colleague Letter on Transgender Students | C. Magnan |
| 2. Litigation Update | C. Magnan |
| 3. Budget Hold-Back | C. Casamento |
| 4. Dining Services Update | C. Casamento |
| 5. Willard-DiLoreto Testing | R. Bachoo |
| 6. FLSA Overtime Rules | A. Suski-Lenczewski |
| 7. Negotiations Update | A. Suski-Lenczewski |
| 8. 227 & 233 Main Street, New Britain, CT/CCSU | J. Miller |

Executive Committee Agenda
Tuesday, July 19, 2016
9:30 a.m.

1. Enrollment Update C. Lovitt
2. Food Services Update C. Casamento
3. CSCU Planning Overview Follow-up J. Miller

Executive Committee Notes of Tuesday, July 19, 2016

Present: R. Bachoo, L. Bonesio-Peterson, C. Casamento, C. Galligan, C. Lovitt, C. Magnan, J. Miller, R. Rodriguez, A. Suski-Lenczewski, L. Tordenti

Enrollment Update (C. Lovitt)

C. Lovitt distributed the most recent CCSU Enrollment Report, as well as the first System Enrollment Report, which was dated July 15, 2016. At this time we are down, overall, 1%. The only numbers that are up, are the full-time graduate numbers. C. Lovitt noted that the enrollment numbers continue to be a moving target. We currently have 583 students that are being billed as full-time students who have not registered for a full-time load. We also have another 854 continuing students who are eligible to register, but haven't registered. The names of those students have been sent out to the school based advising centers, deans, and departments. They are working together to contact the students. C. Lovitt gave the Registrar's Office approval to hire a graduate assistant whose only responsibility will be to lookup students who left CCSU and only have a few credits left to graduate. C. Galligan offered to ask the Phonation students to come back for about a month to assist in making calls. He noted that students calling students is an excellent way to reach out to these individuals.

Food Service Update (C. Casamento)

C. Casamento reported that, after lengthy renegotiations, the new Sodexo agreement will be signed this Thursday. This will ensure that we will have continuing food services for the upcoming semester. The estimated additional cost to the University will be \$1.6 million more than what we initially budget. C. Casamento noted that we will pay a lesser rate per day when we have more students, which creates a real urgency to keep the residence halls full. C. Casamento noted that, as part of the new agreement, only one dining facility will be open on the weekends from 2:00 p.m. on Fridays until close on Sunday evening. Hilltop has been identified as the dining facility that will be open on weekends. However, there is an option to switch to Memorial Hall if need be. Another change is that Hilltop will only serve continental breakfast Monday through Thursday. Memorial Hall will serve a full breakfast. J. Miller stated that if you combine this information with the enrollment numbers, everyone should plan for a budget reduction.

CSCU Planning Overview Follow-up (J. Miller)

J. Miller distributed an updated version of the CSCU Planning Activities document, as well as the Work Group Listings. J. Miller is on the Human Resources Work Group. He noted that a meeting for that group has not been scheduled yet, but expects to hear from someone soon regarding scheduling.

7/19/16

cm

AY 2016
Diversity and Equity

SUOAF Minority Recruitment and Mentoring Committee				
Last Name	First Name	Term	Union	
Ayeni	Toyin	1 Year/2017	SUOAF	Co-chair
Colon-Lawson	Gladys	2 Years/2017	SUOAF	
Dukes	Christopher	2 Years/2018	SUOAF	
Hernandez	Jessica	2 Years/2018	SUOAF	
Hernandez	Ray	1 Year/2017	SUOAF	Co-chair
Skinner	Leah	2 Years/2018	SUOAF	
Mei	Zongxiang	1 Year/2017	SUOAF	
Gardner	Pat	1 Year/2017	SUOAF	
Rodríguez	Rosa	Ongoing	Management Confidential	Ex-officio
AAUP Minority Recruitment and Mentoring Committee				
Last Name	First Name	Term	Union	
Casas	Maria	1 Year/2017	AAUP	
Del Ama	Jose	1 Year/2017	AAUP	
Lee-Patridge	Joeng	2 Years/2018	AAUP	
LeMaire	Peter	2 Years/2018	AAUP	
Liard-Muriente	Carlos	2 Years/2018	AAUP	
Petkova	Olda	1 Year/2017	AAUP	
Phillips	Evelyn	1 Year/2017	AAUP	
Recoder-Nunez	Luis	2 Years/2018	AAUP	Co-Chair
Rodríguez	Rosa	Ongoing	Management Confidential	Ex-officio
AAUP Appeal Panel				
Last Name	First Name	Term	Representing	
Bantley	Kathy	Annual	AAUP	
DiPlacido	Joanne	Annual	AAUP	
Fallahi	Carolyn	Annual	AAUP	
Sikorski	Jason	Annual	AAUP	
Phillips	Evelyn	Annual	AAUP	
Paige	Joseph	Annual	Management Confidential	
Pease	Susan	Annual	Management Confidential	
Tordenti	Laura	Annual	Management Confidential	
Duke	Christopher	Annual	Students/SUOAF	
Hernandez	Ray	Annual	Students/SUOAF	
Hazan	Scott	Annual	Students/SUOAF	
Rodríguez	Rosa	Ongoing	Management Confidential	Ex-officio

**Committee Listing
2016-17**

	Race	Gender
Diversity Committee for Faculty Senate		
Amaya-Bower, L.	Hispanic	Female
Bishop, J.	White	Female
Chae, A.	Asian	Male
Chiang, K.	Asian	Female
Clark, B.	White	Female
Forsythe, C.	White	Female
French, J.	White	Male
Gagnon, A.	White	Female
Joynt, D.	White	Male
Love, K.	White	Female
Marquez, C.	White	Female
Rahman, M.	Asian	Male
Watson, S.	White	Male
Wei, F.	Asian	Male
Werblow, J.	White	Male
Committee on Concerns of Women		
Brewer, E.	White	Female
Cobbina-Boivin, J.	Black	Female
D'Amato, K. Treasurer	White	Female
Garcia-Bowen, M.	Hispanic	Female
Gilmore, S.	White	Female
Glaser, L.	White	Female
Greenebaum, J.	White	Female
Huguley, H.	Black	Female
Koulidobrova, E.	White	Female
Larsen, K.	White	Female
Levvis, M.	White	Female
Lisi, P.	White	Female
Matthews, S. Secretary	Hispanic	Female
McGrath, K.	White	Female
Moreno-Fuentes, G.	Hispanic	Female
Mulcahy, C.	White	Female
Ngazimbi, E.	Black	Female
Obidoa, O. Graduate Assistant		Female
Pearson, F.	White	Female
Prescott, H.	White	Female
Richards-Meade, C.	Black	Female
Riggins, A.	Black	Female
Rodriguez, R. Ex-Officio	Hispanic	Female
Ritzenhoff, K.	White	Female
Slaga-Metivier, S. Co-Chair	White	Female
Vrdoljak, E.	White	Female
Wood, R. Co-Chair	White	Female
Facilities Planning Committee		
Bachoo, R. Chair	Black	Male
Bonesio-Peterson, L.	White	Female
Casamento, C.	White	Female
Cintorino, S.	White	Male
Cohen, S.	White	Male
Galligan, C.	White	Male
Lovitt, C.	White	Male
Magnan, C.	White	Female
Rodriguez, R.	Hispanic	Female
Suski-Lenczewski, A.	White	Female
Tordenti, L.	White	Female
Valk, C.	White	Male

**2015-2016 Report Committee for the Concerns of Women
June 30th, 2016**

To: President Jack Miller

From: A. Fiona Pearson and Susan Slaga Metivier (CCW Co-chairs)

RE: Committee for the Concerns of Women Annual Report

BACKGROUND INFORMATION

CCW Membership:

Fiona Pearson, Susan Slaga Metivier (Co-Chairs), Kristin D'Amato (Treasurer), Sandra Matthews (Secretary), Onyi Obidoa, Stella Bianco (Graduate Assistants), Jacqueline Cobbina-Boivin, Myrna Garcia Bowen Susan Gilmore, Leah Glaser, Jessica Greenebaum, Heidi Huguley, Bobbie Koplowitz, Rati Kumar, Kristine Larsen, Meg Levvis, Kate McGrath, Evadne Ngazimbi, Rebecca Pickering, Heather Prescott, Karen Ritzenhoff, Rosa Rodriguez (ex-officio), Eva Vrdoljak, Rebecca Wood

Meetings:

September 29, October 27, November 17, January 26, February 9th (canceled – inclement weather), March 23, April 27

Finances:

CCW thanks Dr. Laura Tordenti, Vice-President of Student Affairs, for financially supporting CCW. Budget attached.

REPORT

➤ **Initiatives and Events, 2015-16**

- **Sexual Assault Subcommittee** (Chair - Evadne Ngzimbi)
 - **Review of BOR/CSCU Sexual Misconduct, Sexual Assault and Intimate Violence Policy:**

CCW reactivated this subcommittee to address concerns that were initially expressed during the 2014-15 academic year. Members of CCW were particularly concerned about the lack of resources on campus that can provide confidentiality to victims.

In a document issued by the Office of Civil Rights in 2014 intended to guide educational institutions as they implement Title IX, OCR strongly recommended that campuses increase the availability of confidential resources:

“OCR recognizes that some people who provide assistance to students who experience sexual violence are not professional or pastoral counselors. They include all individuals who work or volunteer in on-

campus sexual assault centers, victim advocacy offices, women's centers, or health centers ("non-professional counselors or advocates"), including front desk staff and students. OCR wants students to feel free to seek their assistance and therefore interprets Title IX to give schools the latitude not to require these individuals to report incidents of sexual violence in a way that identifies the student without the student's consent.²⁷ These non-professional counselors or advocates are valuable sources of support for students, and OCR strongly encourages schools to designate these individuals as confidential sources."¹

As has become clear in cases across the nation, campuses that do not extend confidential status to representatives who are likely to come in contact with victims of sexual harassment and assault run the risk of creating a culture where victims are silenced. It is for this reason that Connecticut's Senator Richard Blumenthal introduced in 2015 The Campus Accountability and Safety Act, which calls for an increase in confidential resources on college campuses.²

This past year CCW continued to work with Rosa Rodriguez of the Office of Diversity and Equity, Caroline Fox of the Student Government Association, Jacqueline Cobbina-Boivin of the Ruthe Boyea Women's Center, and Sarah Dodd of the Office of Victim Advocacy.

CCW continues to be concerned about the lack of resources provided to the Office of Diversity and Equity, the Ruthe Boyea Women's Center, and the Office of Victim Advocacy. These offices and centers are in need of staffing resources to address the increased number of incidents reported on campus and the increased need for education regarding sexual misconduct, sexual assault and intimate violence.

- **Sexual Relationships Between Students and Faculty**
Members of the Sexual Assault Subcommittee are currently reviewing policies from other campuses regarding sexual relationships between students and faculty and expect to draft a revised policy for consideration next year.
- **Graduate Student Subcommittee** (Co-chairs - Stella Bianco and Onyi Obidoa)
 - **"We Fight for Roses Too" – Exhibit & Lecture**
The GSS Subcommittee organized the CT Women's Hall of Fame, We Fight for Roses Too Exhibit on Civil Liberties and Equal Access to Education, which was displayed in the Student Center, Mosaic Center from April 18-22. The subcommittee also hosted Bambi Mroz, who provided a talk, "Cultivating Confidence" on April 19 in the Student Center, Room 121.

¹ See <http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>

² See <http://www.blumenthal.senate.gov/casa>

- **AAUP Subcommittee** (Chair - Rebecca Wood)
 - CCW created this sub-committee to review promotion and tenure processes for teaching and non-teaching faculty, with a focus on those issues related to gendered differentials and processes.
 - The AAUP subcommittee represented AAUP at the CSCU Work Life Family Conference and developed a plan to survey department chairs regarding their practices for mentoring new faculty in the P & T process.
 - The subcommittee also reviewed the 2009 Gender and Race Equity Report, produced by Sally Lesik and Carolyn Fallahi. The authors of the report joined CCW in March of 2015 to review the report's conclusions and discuss their recommendations. Members of CCW expressed concern about the gendered income differentials for faculty cited in the report. In addition, members of CCW expressed concern that CCSU has not followed up by assessing campus climate as was recommended by the report's authors.

- **Women of Color Support and Concerns Subcommittee** (Co-chairs – Myrna Garcia-Bowen and Jacqueline Cobbina Boivin)
 - Members of this subcommittee met with Jacob Werblow, Chair of the Faculty Senate's Diversity Committee to review and revise a survey to be distributed to students that will assess campus climate. The subcommittee intends to continue working with the FS Diversity Committee to distribute a campus climate survey to faculty and staff.
 - The subcommittee worked with the Ruthe Boyea Women's Center to host the Women of Color Luncheon on February 17, 2016. The luncheon featured Darling Perpignan, a women's activist and outreach specialist who founded The Leaders of Tomorrow, which develops leadership skills for inner-city high school youth.

- **Work Life Balance Subcommittee**- (Co-chairs – Leah Glaser and Fiona Pearson)
 - **CSCU 2nd Work Life Family Conference – October 2015:** In the wake of our inaugural CSCU Work Life Conference, held in March of 2015, a steering committee was created to organize our second conference this past fall. The steering committee consisted of the following CSCU faculty and staff: Fiona Pearson, CCSU; Leah Glaser, CCSU; Michele Vancour, SCSU; Niti Pandey, ECSU; Delores Bell, Charter Oak; and Scott Carolan, Three Rivers Community College. The conference consisted of panels led by CSCU experts who focused on our theme "A Focus on Wellness and Success." Representatives from the four CSU's, ten community colleges and Charter Oak attended and participated in discussion and workshops regarding issues as varied as child care, campus climate, flex-time, mindfulness, and time management.

- **Babysitting Website:** Claudia Richards-Meade continued to work with Derek Pierce to monitor the babysitting website. She will continue to work with CCW, IT, and the RB Women's Center to refine and promote the website.
- **Child Care:** CCW continues to work with the Early Learning Program @ CCSU, which provides pre-k education to 26 children, including 9 children of CCSU students. The ELP also provides internship, volunteer, and research opportunities for students and faculty from CCSU departments including Psychology, Social Work, Music, Physical Education and Exercise Science, Nursing, and Education.

The Co-chairs have been working with Mike Alfano, Dean of SEPS, and Richard Bachoo, Chief Administrative Officer, to explore possibilities of improving and expanding child care offerings at CCSU. An expanded child care center has the potential to 1) provide an integral service for CCSU parents and 2) serve as a key academic resource for student and faculty researchers.

- **June Baker Higgins Scholarship** (Chair - Kristine Larsen)
 - WGSS Scholarship - Joan Soto Melendez - \$650 Award
- **Women's History Month Reception:**
 - On April 14, 2016, the Women Gender Sexuality Studies program hosted Dr. Christine Greer, an Assistant Professor of Political Science at Fordham University - Lincoln Center (Manhattan) campus. Her research and teaching focus on American politics, black ethnic politics, urban politics, quantitative methods, Congress, New York City and New York State politics, campaigns and elections, and public opinion.
- **Support of CCSU/Women Center Events**
 - \$200 – Civil Rights Lecture Series – Hispanic Awareness Month
 - \$250 – Work Life Family Conference
 - \$250 - Film “Voices of Muslim Women From the South” – w/Muslim Student Association
 - \$500 – “Hear Word: Naija Women Talk True” – w/Center for Africana Studies
 - \$250 – Take Your Sons and Daughters to Work Day
- **Support of WGGS Events**
 - Christine Greer - \$500
 - Welcome Reception, Thursday 10/30 - \$200

➤ **2015-16 – Future initiatives**

- Sexual Assault and Harassment Subcommittee – This committee will continue to review and draft policies regarding sexual relationships between students and faculty.
- Women of Color Support and Concerns Subcommittee – This committee will continue to work with the Faculty Senate Diversity Committee and Office of Victim Advocacy to review campus climate surveys that will allow us to assess the quality of our campus climate for students, faculty and staff.
- AAUP Subcommittee – This subcommittee will continue to develop a survey to examine mentoring practices at CCSU.
- Work Life Family Subcommittee – This subcommittee will continue to work with Dean Michael Alfano, Richard Bachoo, and the ELP to expand and enhance child care resources at CCSU. The subcommittee will also work to improve and promote CCSU's babysitting website.

2015-16 – CCW Recommendations

In order to address some of the concerns and initiatives that are described in more detail above, CCW recommends the following:

- Increase the number of individuals on campus who can be designated as confidential. The following two positions should be provided with confidential status at CCSU: Director of Ruthe Boyea Women's Center and the Victim Advocacy and Violence Prevention Specialist.
- Fund a UA to be assigned to the Ruthe Boyea Women's Center – The center lost its assistant director over four years ago. CCW is requesting that this position be reinstated as a UA. The RB Women's Center provides a vital service at CCSU in regards to sexual assault education and supporting women's issues on campus and in the larger community.
- Fund a UA to be assigned to the Victim Advocacy and Violence Prevention Specialist – Due to the increased number of incident reports for sexual misconduct, sexual harassment, and sexual assault, CCW believes strongly that the President should provide more resources to support this office in its educational efforts. Currently the VAVP Specialist relies on student volunteers, which CCW believes is insufficient support given the important educational and advocacy work conducted by this office.
- Fund the Office of Diversity and Equity so that the office can distribute a comprehensive survey that assesses campus climate for faculty, staff and students. Such a survey was recommended in 2009 by the authors of the Gender and Race Equity Report in the wake of concerns regarding racial, ethnic and gender

discrimination. In addition, CCW recommended in its 2014-15 Annual Report that such a survey be undertaken by administrators at CCSU. Over the past three years, the co-chairs of CCW have been approached by numerous employees who have expressed concern about the campus climate for women and racial ethnic minority faculty and staff at CCSU. CCW strongly believes that such a survey will provide administrators at CCSU with important information that can be used to improve the campus climate at CCSU.

- Support students, faculty, and administrators as they develop plans to bring comprehensive child care services to CCSU's campus. CCW has been advocating for child care for over 40 years, beginning in 1976 when the Committee first recommended that providing child care should be a priority of the President. On-campus comprehensive child care would provide an important service for CCSU parents and would provide a vital opportunity for students and faculty researching issues related to early childhood education.

**AFFIRMATIVE ACTION PROGRAM EVALUATION
FOR AUGUST 1, 2015 – JULY 31, 2016**

CCSU Executive Committee Response

DIRECTIONS: Please read each statement carefully before responding. Your answers are requested in order to evaluate the Affirmative Action Program for this reporting period in accordance with Section 46a-68-47: Internal Program Evaluation of the Regulations of Connecticut State Agencies.

Return completed questionnaire by Thursday, June 30, 2016 to: Rosa Rodriguez, Chief Diversity Officer via email: rosa.rodriquez@ccsu.edu

	YES	NO
1. I am familiar with the agency's affirmative action hiring, promotional and program goals and objectives.	9	
2. I am aware of my responsibility to assist in reaching the affirmative action goals of the agency when an opportunity to hire and promote occurs.	9	
3. I am aware of the Central Connecticut State University policy pertaining to Sexual Harassment and my responsibility to assure its implementation.	9	
4. Affirmative action/equal opportunity policies, goals and objectives of the Affirmative Action Plan are distributed to all employees once a year through electronic mail and a hard copy to those employees who do not have access to electronic mail.	9	
5. I am aware of the grievance procedure relating to complaints of alleged discrimination.	9	
6. I am aware of whom to contact for assistance with affirmative action concerns and issues.	9	

NOTE: Under subsection (a) of Section 46a-68-47 of the Regulations of Connecticut State Agencies, written comments regarding the plan are required from the appointing authority and the affirmative action officer. Deans, Directors, Academic and Administrative Department Chairs are encouraged to provide written comments.

CCW Meeting
Monday, March 28, 2016
12:15-1:30, Room 1849 Student Center

Agenda

1. Attendance and Welcome

2. Approval of Minutes: February 29, 2015

3. Affirmative Action Report:

Rosa Rodriguez, Chief Diversity Officer and Title IX Officer, will be presenting the Executive Summary of the Office of Diversity and Equity's Affirmative Action Report. In presenting these findings, she will address many of the questions that emerged during our last CCW meeting, when committee members reviewed the findings of the 2009 Gender/Race Equity Report authored by Carolyn Fallahi and Sally Lesik.

4. New Business:

Co-Directors of the Center for Africana Studies, Sheri Fafuna-Ndibe and Evelyn Phillips are requesting support of \$500 from CCW to support the following program that they hope to bring to Central—the monies would be used to help pay for lodging and meals for the troop:

HEAR WORD! a Nigerian theatrical production has been invited to showcase in New England this **April 2016**. This acclaimed stage play already viewed by thousands in Nigeria, will showcase for the Cambridge community and the 2-week engagement includes master-classes, pop-ups, radio interviews and panel discussions with the cast and crew.

About HEAR WORD!

HEAR WORD! is a powerful piece of performance art that combines artistry, social commentary and true-life stories of inequality and transformation; delivered by some of Nigeria's most internationally renowned actresses. The stories are based on real issues affecting the lives of women across Nigeria and examine factors that limit their potential for independence, leadership and meaningful societal contribution. The show not only gives a voice to these often silenced women, it also provides viewers with insight into their unique and universal challenges.

5. Graduate Students Report: Stella Bianco –Working on events *We Fight For Roses Too* and Recognition of CCSU graduating Women Athletes and Other Leaders. Attended meetings for Sexual Assault and Harassment Prevention and Promotion & Tenure Subcommittees

6. CCW Sub-Committee Reports:

- **Work Life Balance:** Did not meet this month. Leah Glaser and Fiona Pearson will be participating in a panel in April at SCSU discussing the needs/experiences of academic mothers.
- **Promotion & Tenure AAUP Contract Review:**
- **Women of Color:**
- **Ruthe Boyea Scholarship:**
- **Sexual Assault & Harassment Prevention:** Held on March 7, 2016

Updates from Caroline Fox

The faculty senate adopted the longer version of the sexual awareness and assault document to be put on syllabi. She also presented a survey she is developing on behalf of the CCSU faculty, and CCW on Isamaphobia on campus. More information about this survey will be shared during the next CCW meeting.

Report by Sarah Dodd

The Office of Diversity and Equity is concluding its data collection on sexual assault on campus. The survey focuses on how students react to issues surrounding sexual assault and awareness. The survey should be completed by the end of the semester. A different survey for university employees is being considered. She reported that the title 9 training has been expanded. It is now a 3 hour training and it can be accessed online. Students are being trained from a grant, to be able to float sexual awareness and assault events on campus. She also reported that more women than men have sought services from the department. The services have been focused on issues concerning discrimination based on race. The Office of Equity and Diversity reports to the general assembly of Connecticut on issues about sexual assault on campus. The statistics and information is published by the BOR and the State. The committee recommended having this information published on the CCSU website that it is accessible.

Report by Kate McGrath

She spoke about sexual relationships between faculty and students. The policy being proposed is recommending that there be no sexual relationships between faculty and students both graduates and undergraduates. She is advocating that there be less blurred lines in defining relationships. The committee recommended that this issue be presented to the CCW. They also suggested floating another survey about this issue among students. Kate McGrath will present more information on this issue at the next CCW general meeting.

- **CCSU Student Subcommittee:**

Gwen Braithwaite from the Art Department has confirmed the Art department will transport We Fight for Women Too Exhibit between Central and CT Women's Hall of Fame. Paula Broderick is working on advertising our event. Still searching for a venue location as the Art Galleria has denied having the event with them.

1. **Treasurer Report:**

CCW Meeting Minutes
February 29, 2016
12:15 pm-1:30 pm
Room 1849, Student Center

In attendance: Fiona Pearson, Susan Slaga- Metvier, Sandra Matthews, Stella Bianco, Kristin D'Amato, Myrna Garcia-Bowen, Jessica Greenebaum, Leah Glaser, Susan Gilmore, Kate McGrath, Penelope Lisi, Cara Mulcahey Evadne Ngazimbi, Onyi Obidoa, Audrey Riggins, Eva Vrdoljak

Absent: Jacqueline Cobbina-Boivin, Wangari Gichiru, Heidi Huguley, Bobbie Koplowitz, Rati Kumar, Kristine Larsen, Meg Levvis, Heather Prescott, Claudia Richards-Meade, Karen Ritzenhoff, Sherise Truman, Rebecca Wood, Rosa Rodriguez (Ex-officio)

- Meeting started at 12:15 pm.

Introductions of new CCW members: welcome Penelope Lisi, Fumi Flowers, Audrey Riggins, Elena and Cara Mulcahey.

- Motion to approve the minutes from January 25, 2016
Motion passed

Graduate Assistants Updates:

Stella Bianco: Increasing student involvement in the Student subcommittee. Moving forward with *We Fight For Roses Too* exhibit. Presently working on obtaining transportation for exhibit and finalizing logistics. Supporting CCW and WGGS with Muslim students concerns on campus; supporting Women's Center to reinstate assistant position. Working with Sexual Assault and Violence Prevention Committee. Preparing meeting agendas.

Onyi Obida: I have been monitoring the CCW website and making updates as needed. Please let me know if you would like any information to be put on the website such as announcements for events, meetings, etc. I have also been working with the different sub committees: sexual assault and awareness and the CCW Student committee. Updating minutes and Agendas, and securing the presentation/exhibit space for the panel that we propose to put up in March or April. We explored the possibility of using the Africana Center but the Mosaic room will be the venue of the exhibit.

CCW Sub-Committee Reports:

- **Work Life Balance:** The subcommittee did not meet in Feb, but Claudia and Onyi are continuing to update the babysitting website, and co-chairs Fiona and Leah met with Richard Bachoo and Mike Alfano regarding including a childcare center as part of the Barnard renovation. Richard made it clear that there is not enough space in Barnard for such a center, but he encouraged Fiona, Leah, and Mike to continue to advocate for and research other possible locations on campus.
- **Promotion & Tenure AAUP Contract Review:** Committee is trying to find a time when members can meet.
- **Women of Color:** The Luncheon was very well attended. Many students were present.
- **Ruthe Boyea Scholarship:** The scholarship subcommittee will not meet until after the deadline for the scholarship applications has passed (March 9).
- **Sexual Assault & Harassment Prevention:** The Committee did not meet in February due to weather. Sarah Dodd will be joining March 7 meeting to talk to us about the work she is doing concerning sexual harassment on campus.
- **CCSU Student Subcommittee:** Thanks to Rick Plotrowski, we have insurance for *We Fight for Roses Too* exhibit and contracts are signed. Venue date is April 19-April 21. Speaker will be present April 19 @ 2:30. The Exhibit is for free but they usually seek a donation. Tabling this discussion for our next meeting. Working with The Women's Center to host an event celebrating CCSU women student leaders. Next meeting is March 12.

Budget: As of February 29, 2016, \$2,525.00 is in OE.

- We have a new treasurer Kristin D'Amato. Thank you Myrna for filling in.

New Business:

- Carolyn Fallahl Sally Lesik went over their Gender/Race Equity Report from 2009. They both examine the data and made recommendations to the CCSU administration.
- CCW has invited Rosa Rodriguez to the next meeting in March to discuss the Executive Summary of the Office of Diversity and Equity's Affirmative Action Report to address the questions were raised by reviewing the Gender/Race Equity report.
- Motion to provide CCW student subcommittee no to exceed \$100.00 for refreshments for April 19, 2016 event. 1st by Gilmore 2nd by Vrdoljak. Motion passes

Future Meetings: Mondays 12:15 pm - 1:30 pm

March 28, 2016 - Room 1849, Student Center

April 25, 2016 - Room 1849, Student Center

- Meeting adjourned at 1:30 pm

LGBT Advisory Committee Meeting
October 21, 2015
President's Dining Room, Memorial Hall
11:30 a.m. to 1:30 p.m.

Present:

Not Present:

Agenda:

1. Welcome and Introductions
2. Identify a Note taker
3. Dr. Laura Tordenti - Committee kick-off and charge for the 2015-2016 academic year
 - a. Bylaw review
 - i. Mission, membership, purpose
 - b. Gender inclusive campus (e.g., housing, restrooms)
 - i. Develop a proposal of options for gender neutral housing by year end
4. LGBT Center updates
5. Pride Updates
6. New Business:
7. Old Business:
8. Upcoming events:

Next meeting: November 16, 2015 Blue and White Room

LGBT Advisory Committee Meeting
November 16, 2015
Blue and White Room – Student Center
12:15 to 1:30 p.m.

Present:

Not Present:

Agenda:

1. Welcome and Introductions
2. Identify a note taker
3. Review minutes from October 2015 meeting
4. Webinar Updates
5. LGBT Center updates
6. Pride Updates
7. New Business:
8. Old Business:
 - a. Old Business: Bylaw review
 - i. Mission, membership, purpose
 - ii. Develop an ad-hoc subcommittee to review and suggest recommendations
 - b. Gender inclusive campus (e.g., housing, restrooms)
 - i. Develop a proposal of options for gender neutral housing by year end
 - ii. Develop several ad-hoc committees to explore various components
9. Upcoming events:

Next meeting: TBD

LGBT Advisory Committee Meeting
March 14, 2016
DiLoreto 209
12:15 to 1:30 p.m.

Present:

Not Present:

Agenda:

1. Welcome and Introductions
2. Identify a note taker
3. Review minutes from November 2015 meeting
4. LGBT Center updates
5. Pride Updates
6. New Business:
 - a. Faculty sub-committee on ensuring inclusive classrooms
7. Old Business:
 - a. Old Business: Bylaw review
 - i. Mission, membership, purpose
 - ii. Develop an ad-hoc subcommittee to review and suggest recommendations
 - b. Gender inclusive campus (e.g., housing, restrooms)
 - i. Develop a proposal of options for gender neutral housing May 2016
 - ii. Develop several ad-hoc committees to explore various components
8. Upcoming events:

Next meetings:

Monday, April 18, 2016 - SC Blue and White Room – 12:15 to 1:30 PM

Monday, May 09, 2016 - SC Blue and White Room – 12:15 to 1:30 PM

Gender inclusive housing meetings (all in DiLoreto 309:

March 21, 2016

April 1, 2016

April 15, 2016

April 29, 2016

May 6, 2016 (final meeting to finalize proposal for Dr. Tordenti).

LGBT Advisory Committee Meeting
April 18, 2016
Student Center Blue and White Room
12:15 to 1:30 p.m.

Present:

Not Present:

Agenda:

1. Welcome and Introductions
2. Identify a note taker
3. Review minutes from March 2016 meeting
4. LGBT Center updates
5. Pride Updates
6. New Business: Any?
7. Old Business:
 - a. Gender inclusive campus (e.g., housing, restrooms)
 - b. Old Business: Bylaw review
 - i. Mission, membership, purpose
 - ii. Develop an ad-hoc subcommittee to review and suggest recommendations
8. Upcoming events:

Next meetings:

Monday, May 09, 2016 - SC Blue and White Room – 12:15 to 1:30 PM

Gender inclusive housing meetings (all in DiLoreto 309):

April 25, 2016 in DiLoreto 309 (May need to reschedule to April 29, 2016)

May 2, 2016 (1-2PM) in DiLoreto 309 (final meeting to finalize proposal for Dr. Tordenti).

May 9, 2016 – final LGBT advisory board meeting – presentation to Dr. Tordenti 10AM meeting or

May 6, 2016 10:30AM (need to pick a date)

LGBT Advisory Committee Meeting
Monday, April 18, 2016
Blue and White Room, Student Center
12:15pm-1:30pm

Attendees: Alberto Cifuentes, Jr., Jacqueline Cobbina-Boivin, Lila Coddington, Nicholas D'Agostino, Collan Fuller, Crystal Nieves

Regrets: Joanne DiPlacido, Scott Hazan, Jaclyn Martin, Gladys Moreno-Fuentes, Marco Taverner, Jeff Thomas

I. Welcome and Introductions

II. Identify a Note-taker

- a. Alberto volunteered

III. Review Minutes from March 2016 Meeting

- a. Nick stated that we would table this for next month's meeting. He will e-mail the March Minutes to the committee before the next meeting in May.

IV. LGBT Center/PRIDE Updates

a. Lavender Graduation

- i. Saturday, May 7, 2016, 12pm-1:30pm, Founders Hall in the Davidson Bldg.
- ii. Registration is open: <http://www.ccsu.edu/lgbt/lavendergraduation/>
- iii. Keynote Address by Beth Kerrigan, WH Council Woman and CT Marriage Equality Activist
- iv. Celebratory reception will follow ceremony
- v. Please promote event via networks and send invites

b. Drag Show

- i. Very successful. The event raised approx. \$240 for True Colors!

c. Day of Silence

- i. Successful collaboration with SGA.

V. New Business

- a. Nothing to report

VI. Old Business

a. Gender-inclusive Campus (i.e. housing, restrooms)

- i. The Gender-inclusive Housing (GIH) sub-committee has been meeting weekly since March 28, 2016, at 12:30pm in DiLoreto Hall 309 to collaboratively form a proposal to submit to Dr. Tordenti.
- ii. This sub-committee has mainly been composed of Nick D'Agostino (Diversity & Equity), Ryan Baumann (Residence Life), Larry Clark (SGA), and Alberto Cifuentes, Jr. (Library)

- iii. The steps of compiling research on GIH, outlining sections of the proposal, and designating assignments of key elements have been completed. The sub-committee is currently in the process of editing and revising sections of the proposal.
- iv. The sub-committee presented revised versions of the Introduction (Background, Current Needs and Practices, Dept. of Residence Life Inclusion Statement), GIH Form and Agreement, and GIH Procedures/Proposed Language.
- v. Some of the suggestions from the advisory committee regarding the GIH Procedures/Proposed Language included:
 - 1. Reword Vacancy section and use the term "housing shortage"
 - 2. Have a broader and inclusive statement on the form and survey: "I'm open/interested to rooming with LGBT-friendly roommates." Don't directly ask student to identify sexual orientation or gender identity/expression.
 - 3. Indicate options for students who want to live in singles or doubles.
 - 4. Break down the types of housing and price options.
 - 5. Ask if there is a need or preference for gender-neutral and/or communal bathrooms.
 - 6. Indicate that GIH housing will not be available in residence halls with communal bathrooms
 - 7. Change emphasis of GIH "strongly discouraged" for romantic couples to softer language such as "not intended" or "not recommended."
- vi. The GIH sub-committee will incorporate the advisory committee's suggestions into the next revision of the document to be discussed Thursday, April 28, 12:30pm-2pm, in DiLoreto 309.
- vii. The final GIH sub-committee meeting to finalize the proposal will be on Monday, May 2, 1-2pm, in DiLoreto 309.
- viii. The GIH sub-committee will present the proposal to Dr. Tordenti on Monday, May 9, 10am, Department of Residence Life Conference Room, Mid Campus Residence Hall
- ix. The Gender-Neutral Restroom project is on-going and will be revisited at a future meeting.
- b. Bylaw Review (TABLED)
 - i. Mission, membership, purpose
 - ii. Develop an ad-hoc sub-committee to review and suggest recommendations

VII. Upcoming Events

- a. Nothing to report

Meeting Adjourned at 1:30pm

Next Meeting: Monday, May 9, 10am, in the Department of Residence Life Conference Room, Mid Campus Residence Hall

Respectfully Submitted,
Alberto Cifuentes, Jr.

LGBT Advisory Committee Meeting
October 24, 2016
Student Center – Blue and White Room
12:15 to 1:30 PM

Present:

Not Present:

Agenda:

1. Welcome and Introductions
2. Identify a note taker
3. Ice Breaker – Introductions
4. Review minutes from May 2016 meeting
5. LGBT Center updates & Pride Updates
6. New Business:
 - a. Brainstorming Activity – Goal setting and objectives for Fall/Spring
7. Old Business:
 - a. Old Business: Bylaw review
 - i. Mission, membership, purpose; Develop an ad-hoc subcommittee to review and suggest recommendations

Next meetings:

Thursday, November 17, 2016 from 12:15 to 1:30 PM

LGBT Advisory Committee Meeting
May 9, 2016
Residence Life – Mid-Campus Multipurpose Room
10-11am

Present: Jean Alicandro (Residence Life), Ryan Baumann (Residence Life), Alberto Cifuentes, Jr., (Library), Larry Clark (Student), Nick D'Agostino (Diversity and Equity), Collan Fuller (Student), Scott Hazan (Student Activities & Leadership Development), Nichol McCarter (Student), Crystal Nieves (LGBT Center), Rosa Rodriguez (Diversity and Equity), Laura Tordenti (Student Affairs)

Not Present: Jacqueline Cobbina-Boivin, Lila Coddington, Joanne DiPlacido, Jessica Greenebaum, Caitlin Lucewicz, William Mann, Jaclyn Martin, Gladys Moreno-Fuentes, Marco Taverner, Jeffrey Thomas

Agenda:

1. Welcome and Introductions
2. Identify a Note-taker: Alberto volunteered
3. Gender-Inclusive Housing (GIH) Presentation
 - a. Nick presented on behalf of committee
 - b. Purpose for proposal
 - i. Charged by Dr. Tordenti in Nov. 2015
 - c. Needs & Challenges
 - d. Proposed Processes – Highlight of Benefits
 - e. Inclusion Statement (would go on Residence Life web page)
 - f. Optional Survey Questions
 - i. **Additional Statement:** "I am open to rooming with someone who identifies as gay, lesbian, bisexual or another sexual orientation."
 - ii. "Comfortable" sends a negative connotation (that someone should be "uncomfortable").
 - iii. **Additional Statement:** "I would prefer to live with LGBTQ-friendly roommates." (Preference Indicator)
 - g. Two Options
 - i. Apply to participate in GIH Housing
 - ii. Be placed in housing pool (general campus housing that is sex-segregated) based on gender identity and not legally identified sex
 - iii. **Recommendation:** Explain two options a bit more in-depth., especially Option #2.
 - iv. **Recommendation:** Add "general" before "housing pool" in Option #2.
 - h. Housing Options
 - i. **Recommendation:** Add bathroom options in housing options.
 - ii. **Recommendation:** Add single-room options to housing options with special prices.
 - iii. **Recommendation:** Add a link to pictures and layout of housing options.
 - i. The Application Form
 - i. Concern about freshmen being outed, but many of them already have an idea of who they want to room with before applying.
 - ii. Preferred name option is why some new and transfer students choose to come to CCSU.
 - j. Frequently Asked Questions (to be included on website)
 - i. Concern about trans students who need to live on campus during break period, but there is a special exception form available.

- ii. **Recommendation (#7):** Make answer more “global,” especially for students who are coping with homelessness when classes are not in session.
- iii. **Recommendation (#7):** “Special exceptions may be made...”
- iv. **Recommendation (#10):** Why even ask the question about romantic couples? Are we encouraging the practice by mentioning it? We’re mentioning it to reduce parental anxieties and minimize administrative pushback.
- k. **Implementation Date:** December 1, 2016
- l. **TASK: Nick will send finalized version of proposal (with amendments) via e-mail to entire committee. Committee members will then vote online for proposal as amended. Deadline for voting will be Friday, May 13, 2016.**
- m. **Restrooms:**
 - i. We still need to change signs/placards on campus for restrooms that are single-use but still say “Men” and “Women,” especially faculty restrooms.
 - ii. Rosa stated they are going to review the signage and work on changing the signs.
 - iii. Suggestions for what the signs should say include “All Gender Restroom” or “Restroom” to avoid binary gender (Male/Female) symbols.
- 4. Review Minutes from March and April 2016 Meetings- TABLED
- 5. LGBT Center Updates & Pride Updates- TABLED
- 6. New Business- TABLED
- 7. Old Business- TABLED
 - a. Old Business: Bylaw Review
 - i. Mission, membership, purpose
 - ii. Develop an ad-hoc subcommittee to review and suggest recommendations

Next Meetings:

Fall – TBD

Meeting Adjourned at 11:26am

Submitted Respectfully,
Alberto Cifuentes, Jr.



Central Connecticut State University

Nondiscrimination & Anti-Harassment Policies, Complaint Procedures and On-campus and Community Resources

Office of Diversity and Equity

1615 Stanley Street
Davidson Hall, 102
New Britain, CT 06050

Important Phone Numbers

Reporting an Incident

University Police (Criminal Complaints)

860-832-2375

Office of Diversity & Equity (Title IX Officer) All complaints

860-832-1652

Office of Student Conduct (OSC) Complaints against students

860-832-1667

Medical Attention

Student Wellness Services, Health (Confidential)

860-832-1925

Hospital of Central Connecticut*(HCC)

860-224-5011

Emergencies

911

Someone to talk to

Office of Victim Advocacy

860-832-3795

Women's Center

860-832-1655

Student Wellness Services, Counseling (Confidential)

860-832-1945

Sexual Assault & Crisis Services*(Confidential)

860-225-4681; *English Hotline* 1-860-223-1787

Prudence Crandall Center for Domestic Violence* (Confidential)

888-774-2900 (24-hour hotline)

**Off-Campus*

President's Message



June 2016

Dear University Community Members:

This University strives to provide a campus that is welcoming to all and a learning environment that is open, supportive, and safe. As a community, we will not tolerate acts of discrimination, harassment or violence. A key component in our efforts is to provide policies that clearly spell out our response to reported incidents affecting our students, faculty, staff, and visitors.

These policies provide information for those whose rights have been violated; present guidance for the campus community on expectations we have for communication, responsibility, and respect; and establish procedures to ensure that any CCSU community member who is subjected to discrimination or harassment is treated with care and provided accurate and complete information. I encourage all to read the policies and procedures so that we can all support those who may need our help.

Acts of harassment and discrimination threaten personal safety and violate the standards of conduct expected of community members. To help ensure that the University remains welcoming and safe for all, we will continue to offer education and prevention programs for the campus community, and we will pursue all criminal and administrative remedies for complaints of discrimination, harassment, and violence.

Sincerely,

A handwritten signature in black ink that reads "Jack W. Miller".

Dr. Jack W. Miller
CCSU President

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Office of Diversity and Equity (ODE)

Mission Statement

- Provide leadership for the University in its commitment to a campus environment that fosters respect for the dignity, rights and aspirations of each member of the University community.
- Coordinate the University's efforts to promote, develop and support a culturally diverse community.
- Guide the University community in the implementation of Affirmative Action and diversity strategies.

The ODE is located in Davidson Hall, RM 102. The office reports directly to the President and is responsible for promoting diversity and fairness. Responsibilities include the administration of:

1. Policies and Procedures
 - Nondiscrimination in Education and Employment Policy
 - Sexual Misconduct Policy
 - Procedures for filing related complaints
2. Federal and State Laws
 - Affirmative action and equal employment opportunity laws
 - Section 504 of the 1973 Rehabilitation Act and Americans with Disabilities Act
 - Civil Rights laws including, Title IX, Title VII

Other responsibilities include the administration/implementation of the University's:

3. Investigation of internally filed complaints
4. Monitoring of the employment process (including recruitment, hiring, promotion and training)
5. Development and implementation of the annual Affirmative Action Plan
6. Provision of the ADA reasonable accommodations for employees
7. Conduct training on Title IX including the prevention of sexual harassment for staff and students and Diversity. Coordinate CCSU's violence awareness campaigns

State law requires that all employees participate in diversity training and that all those employees with supervisory responsibility participate in the sexual harassment prevention training. Based on state law, the university requires that all employees complete Title IX training on an annual basis. Contact the ODE for the training opportunities.

ADA Accommodations

Employees: The Office of Diversity and Equity handles employees' requests for reasonable accommodations.

Contact Information: Rosa Rodríguez, Chief Diversity Officer/Title IX Coordinator at 860-832-1652 or at rosa.rodriguez@ccsu.edu

Students: Requests for reasonable accommodations from students are handled by the Office of Student Disability Services. The office is located in Carroll Hall.

Contact Information: Office of Student Disability Services at 860-832-1952

Ruthe Boyea Women's Center

The Ruthe Boyea Women's Center provides resources, to advocate, inform, and support personal development. The Center offers a variety of services for and about women. It also sponsors educational and cultural programs designed to promote gender equity, knowledge of women's rights issues, leadership and independence, and encourages understanding and cooperation among women of varied socio-economic groups, cultures, ethnic backgrounds, races and sexual orientations. The Women's Center welcomes all women and men.

The Center is located in the Student Center, RM 215.

Contact Information: Jacqueline Cobbina-Boivin, Women Center Coordinator at 860-832-1655 or cobbina-boivinj@ccsu.edu.

Office of Victim Advocacy

The Office of Victim Advocacy provides services to assist and support individuals affiliated with CCSU who have been impacted by sexual assault, relationship violence, and/or stalking.

The office is located in Carroll Hall, RM 248 and is staffed by a professional staff member.

Office Hours:

Mon. 9 AM - 12:30 PM, Tues. 9 AM – 5 PM, Wed. 1 - 4:30 PM,
Fri. 9 AM – 5 PM

Contact Information: Sarah Dodd, Victim Advocacy and Violence Prevention Specialist at 860-832-3795 or sarahdodd@ccsu.edu



**We're working
together to change
this statistic.**

ODE Staff Responsibilities

ODE Staff	Responsibilities
<p>Rosa Rodríguez Office of Diversity and Equity Chief Diversity Officer (CDO) & Title IX Officer Davidson Hall, RM 102 860-832-0178 rosa.rodriguez@ccsu.edu</p>	<ul style="list-style-type: none"> • Leads/manages CCSU’s programs that promote equity, diversity and equal opportunity including oversight of the affirmative action and non-discrimination policies and procedures and Title IX • Develops and coordinate training programs as they related to nondiscrimination, diversity, equity including Title IX • Oversees the hiring process • Investigates complaints • Serves as the ADA coordinator • Develops and coordinates cultural and educational programming activities • Provides advocacy and referral services
<p>Nicholas D’Agostino ODE Associate to CDO Davidson Hall, RM 102 860-832-1653 nicholas.dagostino@ccsu.edu</p>	<ul style="list-style-type: none"> • Investigates complaints • Assists with the development and implementation of the AA plan • Serves as the lead person in the data collections as it relates to the affirmative action • Conducts training on issues related to diversity and Title IX • Oversees the classified search process • Provides advocacy and referrals • Leads awareness campaigns • Provides advocacy and referral services

ODE Staff	Responsibilities
<p>Sarah Dodd, Victim Advocacy and Violence Prevention Specialist Office of Victim Advocacy Carroll Hall, RM 248</p> <p>Mon. 9 AM-12:30 PM Tues. 9 AM – 5:00 PM Wed. 1 - 4:30 PM Fri. 9 AM – 5:00 PM Other times available upon request</p> <p>860-832-3795 sarahdodd@ccsu.edu</p>	<ul style="list-style-type: none"> • Provides professional advocacy services for students, faculty and staff who have been impacted by sexual assault, relationship violence, and/or stalking • Provides information on different options available to address safety and other concerns and assist in the navigation of different reporting systems • Provides referrals to campus or community entities depending on individual needs • Collaborates with other offices at CCSU to develop meaningful violence prevention initiatives for the benefit of the entire campus community and to assess the impact
<p>Jacqueline Cobbina-Boivin Women Center Coordinator Student Center, RM 215 (Mid-August to Mid-June) 860-832-1655 cobbina-boivin@ccsu.edu</p>	<ul style="list-style-type: none"> • Offers services for and about women • Provides resources, to advocate, inform, and support personal development • Sponsors educational and cultural programs designed to promote gender equity, leadership, and independence • Provides advocacy and referral services

Did you know?

Harassment based on gender stereotypes is a form of sex discrimination and is unlawful.

Other University Cultural Programs and Services

Center for Africana Studies

The Center emphasizes the study and the cultures of African peoples both in the Continent of Africa and throughout the world. Further, the Center offers various programs including lectures, conferences, student activities etc. that create a better understanding of African peoples in the wider social, economic, and political systems.

The Center is located in the Marcus White Hall, RM 008.

Contact Information: Dr. Evelyn Phillips, Ph.D., Co-Director at PhillipsE@ccsu.edu or 860-832-2617, or Sherinatu Fafunwa-Ndibe, Co-Director at fafunwas@ccsu.edu or 860-832-2646

East Asian Center

The East Asian Center is devoted to serving the interests and needs of Asian and Asian American students and helping to create a supportive environment for living and studying. In this regard, EAC provides a range of support services, advising and mentoring services, as well as cultural, social and co-curricular programs. <http://www.ccsu.edu/eastasiancenter>

The Center is located in Barnard Hall, RM 209.

Contact Information: Dr. Helen Abadiano, Director at 860-832-2180 or EAC@ccsu.edu. She is available to address academic or personal concerns.

Did you know?

In the U.S. in 2010, Chinese-Americans, except Taiwanese (3.8 M) were the largest Asian group, followed by Filipinos (3.4 M), Asian Indians (3.2 M), Vietnamese (1.7 M), Koreans (1.7 M) and Japanese (1.3 M).

Source: U.S. Census Bureau, 2010 Census

Latin American, Latino and Caribbean Center

The Center for Caribbean and Latin American Studies promotes the understanding and appreciation of the historical, social and cultural lives of Latin American and Caribbean societies, and of Latino in the U.S. through education, community events, study abroad, international exchange, community outreach and research. Because of the importance of the Latino community as one of the largest minority groups in the U.S., the Center as part of the University's mission of fostering diversity and global awareness plays an important role in providing educational opportunities to Latino students and promoting Latino cultures. The Center organizes educational and cultural activities that aim to increase the recruitment and retention of Latino students.

The Center is located in Carroll Hall.

Contact Information: Dr. José Carlos del Ama, PH.D., Director at 860-832-3211 or delamaj@ccsu.edu.

Did you know?

National origin discrimination includes discrimination because a person (or his or her ancestors) comes from a particular place. The place is usually a country or a former country, for example, Colombia or Serbia. In some cases, the place has never been a country, but is closely associated with a group of people who share a common language, culture, ancestry, and/or other similar social characteristics, for example, Kurdistan.

Source: <http://www.eeoc.gov/policy/docs/national-origin.html#II>

Lesbian, Gay, Bisexual, Transgender Center (LGBT)

The LGBT Center provides a safe space that focuses on resources for the campus Lesbian, Gay, Bisexual, Transgender, Queer and Ally community. The Safe Zone Concept has been adopted by CCSU. The Center offers Safe Zone training. This program promotes awareness and non-judgmental treatment of sexual minorities. Safe Zone provides safe spaces that are highly visible and easily identifiable to lesbian, gay, bisexual and transgender persons, where support and understanding are key and where discrimination is not tolerated.

The Center is located in the Student Center, RM 305.

Contact Information: Crystal Nieves at 860-832-2091 or cnieves@ccsu.edu.

The **LGBT Center Advisory Board** provides input, advice and vision regarding strategic plans for the Center and campus life for LGBTQ students, staff and faculty. For additional information contact Nicholas D'Agostino, Associate in the Office of Diversity and Equity at 860-832-1653 or Nicholas.dagostino@ccsu.edu

Did you know?

Some Central Connecticut State University students are known by a first name that is different from their legal first name. In an effort to accommodate these students the University has created a preferred first name option for student information as it appears in select locations. For information go to the CCSU website for policy and procedure:

<http://web.ccsu.edu/registrar/policies/preferredFirstNameProcedure.asp>

MOSAIC Center

The MOSAIC Center is located on the second floor in the Student Center. The purpose of the center is to create a welcoming area for multicultural affairs. The center is a support system for all the cultural and religious groups. MOSAIC provides many resources for student organizations to take advantage of to help program events, discussions, and forums for the year. The MOSAIC Center also participates in co-sponsorship with other clubs and organizations to help foster unity among the campus community.

The Center is located on the second floor in the Student Center.

Contact Information: 860-832-1892

Did you know?

Three Largest Connecticut Race/Ethnic Groups

- The Connecticut White population is 2,546,262 persons or 71.2%.
- The Connecticut Hispanic population is 479,087 persons or 13.4%.
- The Connecticut Black population is 335,119 persons or 9.4%.

Source: <http://www.connecticut-demographics.com/>

Student Clubs and Organizations

Africana Students Organization (ASO)

The purpose of the Africana Students Organization (ASO) shall be to promote a sense of awareness of African culture on the CCSU campus through events, empowerment discussions, and support systems; to further educate the people of CCSU on the different cultures that constitute the continent of Africa and the issues that concern us; and, to encourage positive conceptions of African cultural background and the African Diaspora.

The Chinese Students Association

The Chinese Student Association is an undergraduate student-run campus club. Our goal is to expand the communication between Chinese students and local friends and to experience some of the rich aspects Chinese culture as well as to introduce and integrate cultures of other origins.

Hillel Jewish Student Organization

Hillel Jewish Student Organization is dedicated to the development of a continued process of learning, awareness raising and strength building, as well as embracing being Jewish today. Hillel Jewish Student Organization meets regularly on campus. Students develop activities through their planning board.

Latin American Student Organization (LASO)

LASO is a volunteer student organization comprised of various members representing different communities and backgrounds.

Muslim Student Association

MSA's mission is to create friendly relations between the Muslim and non-Muslim students on campus and to present Islam to the people of other faiths and cultures. Club membership is certainly not limited to the Muslims on campus. EVERYONE is encouraged to join!

NAACP

To inform youth of the problems affecting African Americans and other racial and ethnic minorities; to advance the economic, education, social and political status of African Americans and other racial and ethnic minorities and their harmonious cooperation with other peoples; to stimulate an appreciation of the African Diaspora and other people of color's contribution to civilization; and to develop an intelligent, militant effective youth leadership while promoting racial tolerance and unity.

PRIDE

PRIDE supports LGBT students on campus and provides educational and awareness programs for the entire campus community. PRIDE meets on a weekly basis in the Student Center. All are welcome!

South Asian Students Association (SASA)

The purpose of the South Asian Students Association (SASA) is to promote international friendship by improving intercultural relations and creating a stronger bond of unity between Eastern and Western cultures; to further the acknowledgment of South Asian countries (India, Pakistan, Bangladesh) their culture, traditions, customs, norms, languages and religious belief; and, to encourage South Asian students to spread their culture by arranging activities such as field trips, cultural shows, intercollegiate events, and other cultural events.

United Caribbean Club

Come join the festivities of the United Caribbean Club where we promote the unity of the political, cultural, and educational ideals of the Caribbean student. Calling all West Indians!

For additional information on student organizations go to

<https://ccsu.collegiatelink.net/Organizations>.

Nondiscrimination in Education and Employment Policy

Central Connecticut State University (CCSU) is committed to a policy of nondiscrimination in education and employment. No person shall be discriminated against in terms and conditions of employment, personnel practices, or access to or participation in programs, services, and activities with regard to: age; ancestry, color; gender identity and expression; intellectual disability; learning disability; mental disability; physical disability; marital status, national origin; race; religious creed; sex, including pregnancy, transgender status, sexual harassment and sexual assault; sexual orientation; or any other status protected by federal or state laws. Discrimination in employment-based on genetic information is prohibited. In addition, CCSU will not refuse to hire solely because of a prior criminal conviction, unless that refusal is permitted by Connecticut law.

Harassment on the basis of any of the above protected classes is prohibited. Harassment may occur in a variety of relationships, including faculty and student, supervisor and employee, student and student, staff and student, employee and employee, and other relationships with persons having business at, or visiting the educational or working environment.

This policy is directed at verbal or physical conduct that constitutes discrimination/harassment under state and federal law and is not directed at the content of speech. In cases in which verbal statements and other forms of expression are involved, CCSU will give due consideration to an individual's constitutionally protected right to free speech and academic freedom.

Retaliation is illegal. No individual who opposes an allegedly discriminatory act or practice shall suffer retaliation as a result of such participation. Complaints of retaliation may be filed within a reasonable time of the alleged retaliatory act with the Chief Diversity Officer or any manager not directly involved in the alleged retaliation, who will then notify the Office of Diversity and Equity (ODE).

This policy shall apply to all individuals affiliated with CCSU including, but not limited to, students, employees, applicants, agents and guests and is intended to protect the rights of concerned individuals.

Definitions

Discrimination

Discrimination is defined as conduct that is directed at an individual because of his or her protected class and subjects the individual to different treatment so as to interfere with or limit the ability of the individual to participate in, or benefit from, the services, activities, or privileges provided by the university or otherwise adversely affects the individual's employment or education.

Discriminatory Harassment

Discriminatory harassment is defined as verbal or physical conduct that is directed at an individual because of his or her protected class, and is sufficiently severe, persistent, or pervasive so as to have the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile or offensive work or educational environment.

Retaliation

Retaliation is subjecting a person to a materially adverse action because he or she made a complaint under this policy or assisted or participated in any manner in an investigation under this policy.

Responsibility

The responsibility for implementation of this policy is assigned to the Chief Diversity Officer, who may delegate duties as appropriate. The ODE will promptly address each complaint and make reasonable efforts to expeditiously affect a resolution. The investigation of such complaints will be managed with appropriate sensitivity.

Revised October 25, 2011; June 13, 2014—changed mental disorder to mental disability

BOR/CSCU Sexual Misconduct, Sexual Assault and Intimate Partner Violence 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.

Did you know?

Sexually explicit calendars, cartoons, and jokes of a sexual nature are all examples of items that may create a hostile work or learning environment.

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

¹ CCSU Student Code of Conduct, Part B

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 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 of or person in a dating or cohabitating relationship with such individual that results from any action by such spouse or such person that may 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-38h 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 cohabiting relationship; (3) domestic violence; (4) sexual harassment (5) sexual exploitation, as such terms are defined in this policy.

Offenses that are designated as “domestic violence” are against family or household members or persons in dating or cohabitating relationships and 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.

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 Those Who Report

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 confidential, 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 CSU 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:

- standing criminal protective orders;
- protective orders issued in cases of stalking, harassment, sexual assault, or risk of injury to or impairing the morals of a child;
- temporary restraining orders or protective orders prohibiting the harassment of a witness;
- family violence protective orders.

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.

12/5/2014 – BOR Academic & Student Affairs Committee; 1/15/2015 – BOR, 6/16/2016 BOR

Did you know?

The **University Health Services** are trained for victims of sexual assault. The office is staffed by a physician, two APRNs and an RN. All are ready to listen and provide medical care and support. The collection of medical evidence is offered at New Britain's Hospital of Central Connecticut.

On-campus: Marcus White Annex; 860-832-1925

To report an incident at Central Connecticut State University

Office of Diversity and Equity (All complaints)

Rosa Rodríguez, Chief Diversity Officer and Title IX Coordinator
Central Connecticut State University

1615 Stanley St.

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)

Christopher Dukes, Director

Carroll Hall, Rm. 202

860-832-1667

DukesC@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

860-832-1756

lenczewskia@mail.ccsu.edu

Office of Student Affairs (Complaints against students)

Dr. Laura Tordenti, Vice President for Student Affairs

Davidson Hall, Rm. 103

860-832-1605

Tordentilau@ccsu.edu

If you want to speak with someone at CCSU

Office of Victim Advocacy

Sarah Dodd, Victim Advocacy and Violence Prevention Specialist
860-832-3795
sarahdodd@ccsu.edu

Women's Center

Jacqueline Cobbina-Boivin
860-832-1655
cobbina-boivinJ@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)

Did you know?

Most sexual assaults are committed by someone the victim knows. Studies show that approximately 80% of women reporting sexual assaults knew their assailant.

Sexual offenders come from all educational, occupational, racial and cultural backgrounds. They are “ordinary” and “normal” individuals who sexually assault victims to assert power and control over them and inflict violence, humiliation and degradation.

Source: <http://www.connsacs.org/learn/index.htm>

Procedures and Timetables for Processing of 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 Central Connecticut State University (CCSU) policies relating to Nondiscrimination in Education and Employment, Sexual Harassment and Sexual Misconduct 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, 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:

Complainant(s) are encouraged to file as soon as possible but must file no later than ninety (90) calendar days following the complainant's first knowledge of the alleged discriminatory act.

Once filed, the internal complaint must be resolved within ninety (90) calendar days.

3. Where to File:

The Office of Diversity and Equity handles internal complaints alleging violations of the Nondiscrimination Opportunity in Education and Employment, Sexual Harassment and/or BOR/CSCU Sexual Misconduct, Sexual Assault and Intimate Partner Violence 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 file with the Office of Student Conduct. See CCSU Student Code of Conduct and Statement of Disciplinary Procedures.

All Complaints

Rosa Rodríguez
Chief Diversity Officer and
Title IX Officer
Office of Diversity and Equity
Davidson Hall, Rm. 102
860-832-0178

Complaints against Students

Christopher Dukes
Director
Office of Student Conduct
Carroll Hall, Rm. 202
860-832-1667

Complaints against students may be referred to the Office of Student Conduct. The OSC Director serves as a Title IX designee.

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, 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 non-discrimination, sexual harassment and/or BOR/CSCU Sexual Misconduct, Sexual Assault and Intimate Partner Violence 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, Sexual Harassment Policy and/or Sexual Misconduct 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 a non-participating support person present for interviews. Represented employees: See 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 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, Sexual Assault and Intimate Partner Violence Policy
- Consensual Relationship Policy
- Student Code of Conduct and Statement of Disciplinary Procedures

Revised October 25, 2011; Revised June 6, 2014; Revised June 15, 2016.

Did you know?

The counselors in the Student Wellness Center are considered confidential employees and cannot release any information without your authorization unless permitted by State or Federal laws, e.g., suspicions of child or vulnerable adult abuse and neglect.

Policy Regarding Reporting Suspected Abuse or Neglect of a Child

The Board of Regents for Higher Education (BOR) of the Connecticut State Colleges and Universities (CSCU) accept that institutions of higher education foster educational opportunities for people under the age of 18 years. The BOR, in acknowledging the special care required for children, strives to the utmost to protect children on its campuses from any form of abuse or neglect.

Pursuant to state law, with the exception of student employees, any paid administrator, faculty, staff, athletic director, athletic coach or athletic trainer, collectively referred to as “mandatory reporters” 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 to cause a report to be made to the Department of Children and Families (DCF) within 12 hours of becoming aware or suspecting abuse, neglect or imminent harm to a child.

The BOR recognizes that each CSCU campus must be a safe and secure environment for children to grow and develop. Therefore, the BOR further requires mandatory reporters to report any witnessed or suspected abuse or neglect of a child on a CSCU campus to their immediate supervisor in addition to DCF. The supervisor must report the incident to their director or vice president who must then inform the campus President and the System Office Vice President for Human Resources or his/her designee.

If the director or vice president reasonably believes that a reportable incident has occurred, and, if the suspected perpetrator is a BOR or CSCU employee, he/she will immediately contact their Chief Human Resources Officer who shall assign an objective person to investigate the report. An employee under investigation may be placed on administrative leave pending the results of the investigation. Employees who report suspicions of abuse or neglect are protected

from any disciplinary action unless the report is determined to have been maliciously made. An employee who fails to report, but is later determined to have had previous knowledge of the abuse, may be subject to discipline.

A report is required if there is reasonable cause to suspect that a person under the age of 18 is in imminent harm, has had non accidental injuries or has been abused or neglected. Reasonable cause to believe or suspect that child abuse has occurred is sufficient to make a report.

All staff designated as mandatory reporters are required to take the DCF Mandated Reporter Training, either on-line or in person, and Mandated Reporter Training will be included in New Employee Orientation. Compliance with training will be monitored by each CSCU campus's Department of Human Resources. A copy of this policy shall be disseminated annually to all employees.

Reasonable steps will be taken to preserve privacy while promptly investigating and responding to the report. While the institution will strive to maintain the confidentiality of the information reported, which information may be subject to privacy requirements of the Family Education

Rights Privacy Act (FERPA), the institution also must fulfill its duty to protect the CSCU community and to assure that the appropriate disciplinary processes are implemented.

BOR approved 1/17/14 and Revised 1/15/15; requires annual distribution to employees

To file a report or for additional information contact:

All Abuse and Neglect Incidents

Anna Suski-Lenczewski
Chief Human Resources Officer

Davidson Hall, RM 101
New Britain, CT 06050-4010
860-832-1751
lenczewskia@mail.ccsu.edu

All Suspected Incidents of Sexual Abuse

Rosa Rodríguez, Chief Diversity Officer
and Title IX Coordinator

Davidson Hall, RM 102
New Britain, CT 06053
860-832-1653
rosa.rodriguez@ccsu.edu

Consensual Relationship Policy

Central Connecticut State University (CCSU) stands for excellence in teaching and learning in an environment of inclusion, trust, and respect among all members of the university community. All employees with managerial, supervisory, or evaluative responsibilities for students or other employees carry a special responsibility to adhere to the highest ethical and professional standards and to avoid any actions that may appear to undermine this atmosphere of trust and respect and thereby hinder the University's educational mission.

Because of the inherent imbalance of power and need for trust, all employees with evaluative or supervisory authority over students and employees should be aware that dating or sexual relationships that might be appropriate in other circumstances have inherent dangers when they occur between employees, or between an employee and a student.

Consensual relationships can create real conflicts of interest and appearances of impropriety that can impair the integrity of academic and employment decisions. There are also special risks in any sexual or romantic relationships between individuals in inherently unequal positions of power, such as students and teachers or supervisors and employees. In addition, although these relationships may begin and remain consensual, they may easily be later characterized as non-consensual given the inherent power differential between the parties, and such relationships could potentially lead to sexual harassment charges.

Prohibited

Between employee and student: Consensual romantic, dating, or sexual relationships between any employee and any student over whom that employee exercises direct or otherwise significant academic, supervisory, or evaluative authority or influence are prohibited at Central Connecticut State University. The evaluative relationship can take a variety of forms, such as teacher to student,

advisor to advisee, coach to athlete, supervisor to student employee, or similar relationship.

Strongly Discouraged

Between employee and student:

Romantic, dating or sexual relationships between employees and students over whom said employee does not have supervisory or evaluative authority are strongly discouraged. Such relationships are not only susceptible to future conflicts of interest, but also may present the appearance of impropriety.

If this situation exists, no employee should agree to supervise or evaluate a student with whom he or she has, or formerly had, a consensual relationship. A faculty member should inform the Dean if such a student wishes to enroll in a credit bearing course that he or she is teaching so that alternate arrangements can be made. Nor should a faculty member direct the student's independent study, internship, or thesis; participate in decisions regarding grades; or write letters of recommendation or reference.

Between employee and employee:

CCSU discourages employees with supervisory or evaluative authority from engaging in romantic, dating or sexual relationships with employees who they supervise or evaluate. If such a relationship exists or develops, the supervisory employee must notify his/her manager so that arrangements can be made for the unbiased supervision and evaluation of the employee. These situations are handled on a case-by-case basis and may require transfer or reassignment of one or more employees.

In the event of a sexual harassment charge

Anyone who enters into a romantic, dating or sexual relationship where a professional power differential exists must realize that if a charge of sexual harassment is subsequently filed, it may be difficult to defend the charge by claiming that there was mutual consent. Employees could be held personally liable in a criminal or civil lawsuit.

Sanctions

All violations of this policy should be reported to Human Resources for investigation and appropriate administrative action, up to and including disciplinary action.

Policy approved April 2012

To file a report contact or for additional information contact:

Anna Suski-Lenczewski
Chief Human Resources Officer
Davidson Hall, RM 101
1615 Stanley Street
New Britain, CT 06050-4010
860-832-0031

Did You Know?

The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f))* is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information about crime on and around their campuses. The law is tied to an institution's participation in federal student financial aid programs and it applies to most institutions of higher education both public and private. The Act is enforced by the United States Department of Education.

Source: Clery Center

Discrimination Complaint Agencies

An individual has the right to file a complaint of discrimination with any or all of the relevant agencies listed below. The individual can also simultaneously file a complaint utilizing the University's internal discrimination complaint procedure.

The Connecticut Commission on Human Rights & Opportunities:

Capitol Region

999 Asylum Ave.
Hartford, CT 06105
Tel: (860) 566-7710

Eastern Region

100 Broadway
Norwich, CT 06360
Tel: (860) 886-5703

Southwest Region 1057 Broad
Street Bridgeport, CT 06604 Tel:
(203) 579-6246

West Central Region Rowland
State Government Center
55 West Main Street, Suite 210
Waterbury, CT 06702-2004
Tel: (203) 805-6530

Complaints should be filed with the Commission on Human Rights and Opportunities no later than one hundred and eighty (180) days after the alleged act of employment discrimination occurred.

The Equal Employment Opportunities Commission

John F. Kennedy Federal Office Building
Government Center, RM 475
Boston, MA 02203
Tel: (617) 565-3200

Complaints should be filed with the Equal Employment Opportunities Commission no later than one hundred and eighty (180) days after the alleged act of employment discrimination occurred, except, that in a case when the aggrieved person has initially filed a complaint with the Commission on Human Rights and Opportunities, such complaint should be filed no later than three hundred (300) days after the alleged act of employment discrimination occurred.

Alternatively:

Connecticut Permanent Commission on the Status of Women

18-20 Trinity Street

Hartford, CT 06106

Tel: (860) 240-8300

State of Connecticut: Employee Grievance Procedure

(Contact Human Resources Office or union representatives for Grievance forms and/or procedures).

Regulation of Wages Division, Connecticut Labor Department

200 Folly Brook Boulevard

Wethersfield, CT 06109

Tel: (860) 263-6000

Wage and Hour and Public Contracts Division

United States Labor Department

135 High Street

Hartford, CT 06103

Tel: (860) 240-4277

U.S. Department of Education, Office for Civil Rights

33 Arch Street

Ninth Floor

Boston, MA 02110

Tel: (617) 289-0111

Fax: (617) 289-0150

We have talked long enough in this country about equal rights. It is time now to write the next chapter –and to write in the books of law.

 Lyndon B. Johnson

Other Important Information and Resources

Affirmative Action Plan: Copies of the plan are available at the library, the Office of Diversity and Equity and the CCSU website: <http://www.ccsu.edu/diversity/resources/affirmativeAction.html>

Code of Conduct: The Office of Student Conduct is responsible for developing ways to respond effectively to incidents or issues that threaten to disrupt the learning environment. The goals of the office of Student Conduct include resolving discipline cases in a developmentally sound manner consistent with University policy and applicable state and federal laws; encouraging the teaching and development of life-skills, such as healthy decision making, civility, and accountability; and maintaining integrity in regards to the health, safety, and security of all members of the CCSU community. For copy of code go to: <http://web.ccsu.edu/studentconduct/>

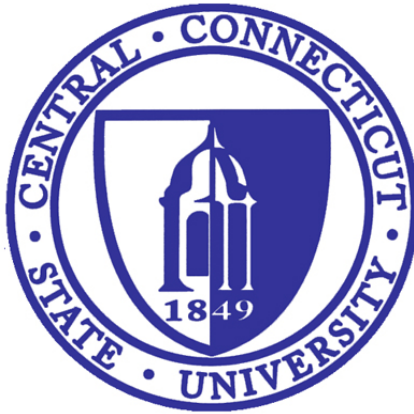
Crime Report: In compliance with the **Clery Act** (Campus Crime Statistics Act), all employees of the University (excluding “Privileged Contacts”) notified of a sexual assault are required to inform the CCSU Police of non-personally identifiable information for inclusion in campus crime statistics unless the matter has already been reported to the police. To access the report go to: <http://www.ccsu.edu/police/cleryReport.html>

Helping Victims/Survivors of Sexual Misconduct Protocol: A copy of the protocol is available at: <http://www.ccsu.edu/diversity/files/SexualMisconductProtocol14-15.pdf>

Did you know?

Electronic harassment can include text messages, posts to social media sites such as, Facebook, email and other electronic methods used to harass someone.

Notes



This document is available in alternate format by contacting the Office of Diversity and Equity at 860-832-1652.

This booklet is provided to employees, students and applicants for their general information and guidance only. It does not constitute a contract either express or implied, and is subject to revision at the University's discretion.

Take a Stand.
Say Something!

**Central Connecticut State University is an
equal opportunity educator and employer.**

June/2016

Office of Diversity & Equity

This publication is available in alternative formats.
