

CSCU SYSTEM
AFFIRMATIVE ACTION PLAN EXECUTIVE SUMMARY
REPORTING PERIOD: March 1, 2022 – February 28, 2024

CONNECTICUT STATE COLLEGES AND UNIVERSITIES
SYSTEM OFFICE AFFIRMATIVE ACTION PLAN EXECUTIVE SUMMARY
REPORTING PERIOD: MARCH 1, 2022 – FEBRUARY 28, 2024
AFFIRMATIVE ACTION PLAN/PROGRAM PERIOD: March 1, 2024 – February 28, 2026

Overall Status of the Affirmative Action/Equal Employment Opportunity Program

The Connecticut State Colleges and Universities (CSCU) System Office remains committed to a policy of affirmative action, equal employment opportunity, diversity, inclusion, and equity in the workplace. All three campus affirmative action plans were in compliance with the regulations and approved by the Commission on Human Rights and Opportunities. The CSCU has submitted their plan which covers the reporting period March 1, 2022 – February 28, 2024 and details our efforts, goals, responsibilities and establishes our new hiring, promotional and programmatic goals for 2024 -2026.

The Affirmative Action Plan is available on the CT.EDU website. Paper copies are available upon request. As a public document, the Plan was (and remains) available for review by employees, and the general public throughout the entire reporting period. The respective unions were encouraged to review the last AA Plan and direct any comments in writing to the Equal Employment Opportunity Officer. During the past reporting period, no comments were received.

The CSCU is committed to ensuring that the workforce is in parity with the relevant labor market areas, demonstrating good faith efforts to achieving hiring, promotion and program goals, and addressing all deficiencies, omissions and errors as noted by the Commission on Human Rights and Opportunities (CHRO).

Affirmative Action, Equal Employment Opportunity, Diversity and Equity Responsibilities

The CSCU strives to be in compliance with the CT Commission on Human Rights and Opportunities (CHRO), Equal Employment Opportunity Commission (EEOC) and the Office of Civil Rights (OCR) mandatory requirements and related laws, statutes and regulations.

The Connecticut State Colleges and Universities (CSCU) has a responsibility for compliance with affirmative action, equal employment opportunity, diversity, inclusion and equity, Americans with Disabilities Act (ADA) and Title IX mandates and to set an example for the entire CSCU system to embrace these initiatives.

Affirmative Action Plan (AAP) Requirements

The CT Affirmative Action Regulations require that the ultimate responsibility for promoting and enforcing affirmative action rests with the Appointing Authority or Agency Head.

The CSCU System Office is required to file a biennial Affirmative Action Plan for the current reporting period that covers the timeframe covering March 1, 2022 – February 28, 2024. CHRO reviews the AAP by the Regulations “Standard of Review” and by enforcing affirmative action and equal employment opportunity compliance.

The AAP has seventeen (17) narrative and statistical elements that analyze different parts of the employment process at each stage of the hiring & selection process. Some parts of the AAP required by CT Regulations include:

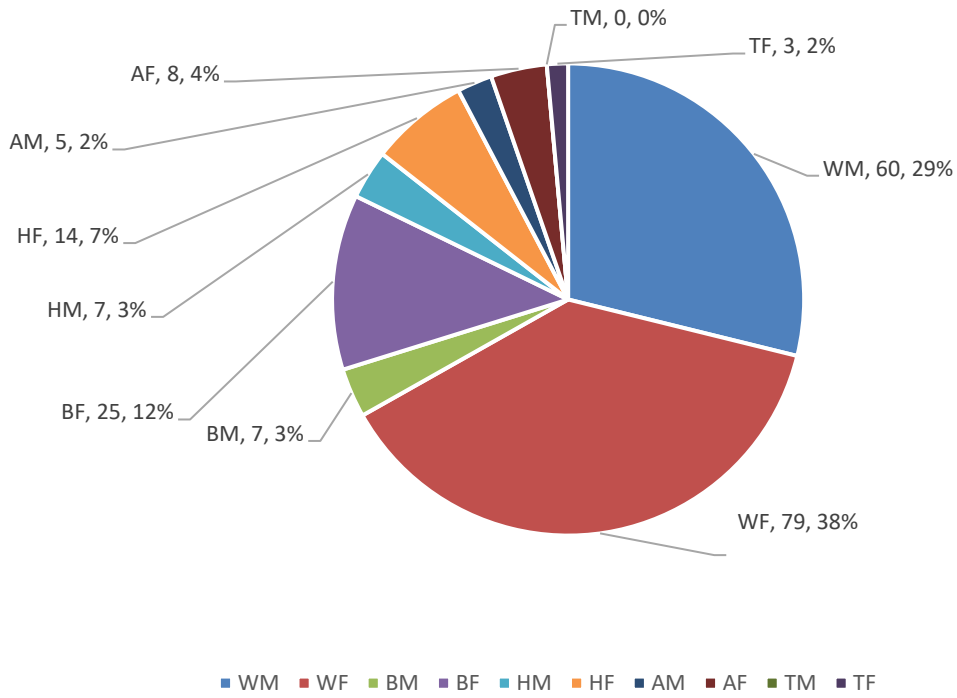
- Analyzing all personnel activity including all hiring, promotions, upward mobility opportunities and separations in the workforce;
- Reviewing the employment process to identify barriers to affirmative action, equal employment opportunity, diversity, inclusion and equity;
- Tracking all applicants through the entire employment process to identify the step at which they are no longer considered for the position;
- Setting hiring and promotional goals by comparing the workforce with similar job categories in the available census, labor, educational and other sources of data;

The most critical part of the AA Plan is the Goals Analysis narrative section. The CT CHRO Regulations require this section to be complete and detailed about every applicant that applies for every position during the reporting period. This section is difficult to develop and requires that each search committee is responsible for providing documentation and detailed reasons for selection or non-selection of every applicant.

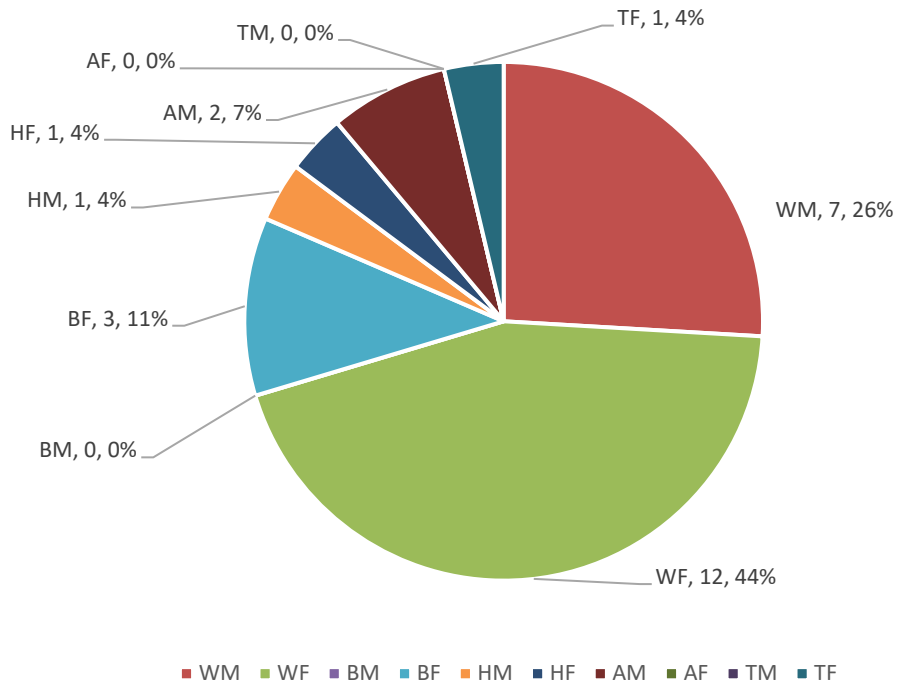
Agencies must demonstrate “good-faith efforts” when hiring non-goal candidates. Good faith efforts definition means the degree, care and diligence which a reasonable person would exercise in the performance of legal duties and obligations. At a minimum this includes all those efforts reasonable to achieve the full and fair compliance. It includes efforts toward full statutory and regulation requirements.

WORKFORCE ANALYSIS														Form 83A	
TOTAL WORKFORCE															
AGENCY:		CSCU System Office						REPORTING DATE:		February 28, 2024					
OCCUPATIONAL CATEGORY/ JOB TITLE	GRAND Total	TOTAL		WHITE		BLACK		HISPANIC		AAIANHNP		TWO or MORE			
		M	F	M	F	M	F	M	F	M	F	M	F		
Executive/Managerial	27	10	17	7	12	0	3	1	1	2	0	0	1		
%TOTAL	100.0%	37.0%	63.0%	25.9%	44.4%	0.0%	11.1%	3.7%	3.7%	7.4%	0.0%	0.0%	3.7%		
Professional	157	64	93	50	58	5	17	6	10	3	7	0	1		
%TOTAL	100.0%	40.8%	59.2%	31.8%	36.9%	3.2%	10.8%	3.8%	6.4%	1.9%	4.5%	0.0%	0.6%		
Secretarial/Clerical	13	1	12	0	6	1	2	0	3	0	0	0	1		
%TOTAL	100.0%	7.7%	92.3%	0.0%	46.2%	7.7%	15.4%	0.0%	23.1%	0.0%	0.0%	0.0%	7.7%		
Tech/Paraprofessional	11	4	7	3	3	1	3	0	0	0	1	0	0		
%TOTAL	100.0%	36.4%	63.6%	27.3%	27.3%	9.1%	27.3%	0.0%	0.0%	0.0%	9.1%	0.0%	0.0%		
TOTAL	208	79	129	60	79	7	25	7	14	5	8	0	3		
%TOTAL	100.0%	38.0%	62.0%	28.8%	38.0%	3.4%	12.0%	3.4%	6.7%	2.4%	3.8%	0.0%	1.4%		

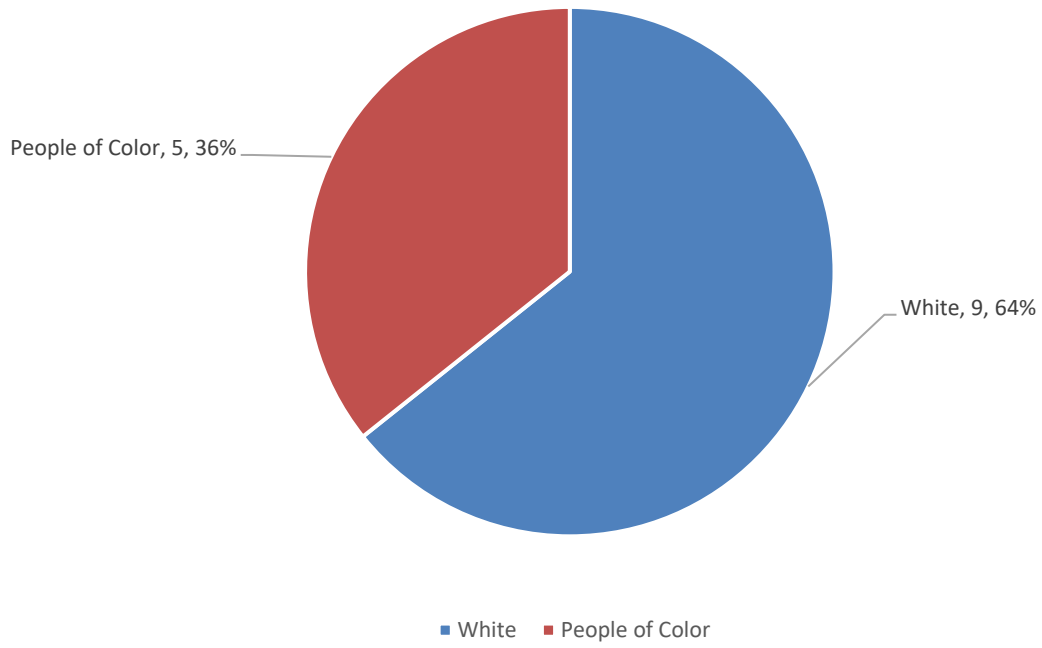
CSCU 2024 Total Workforce



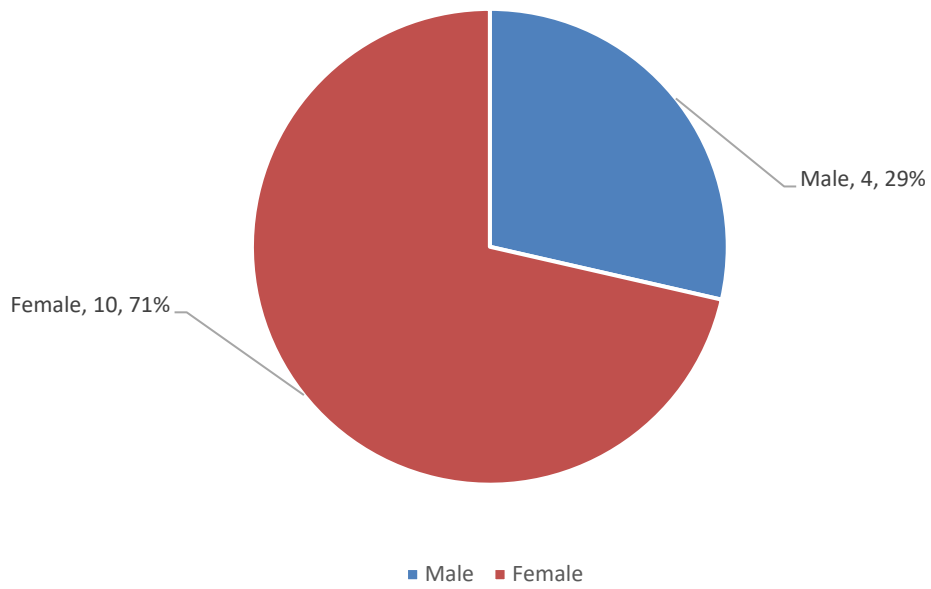
CSCU 2024 Executive Workforce



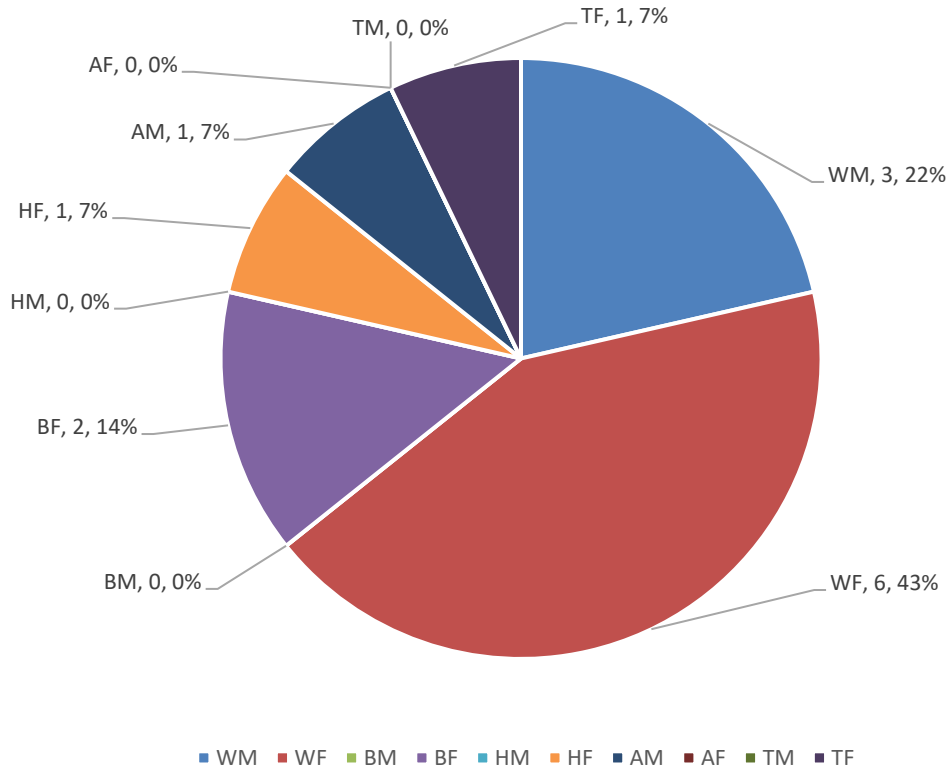
CSCU 2024 Executive Increases by Race



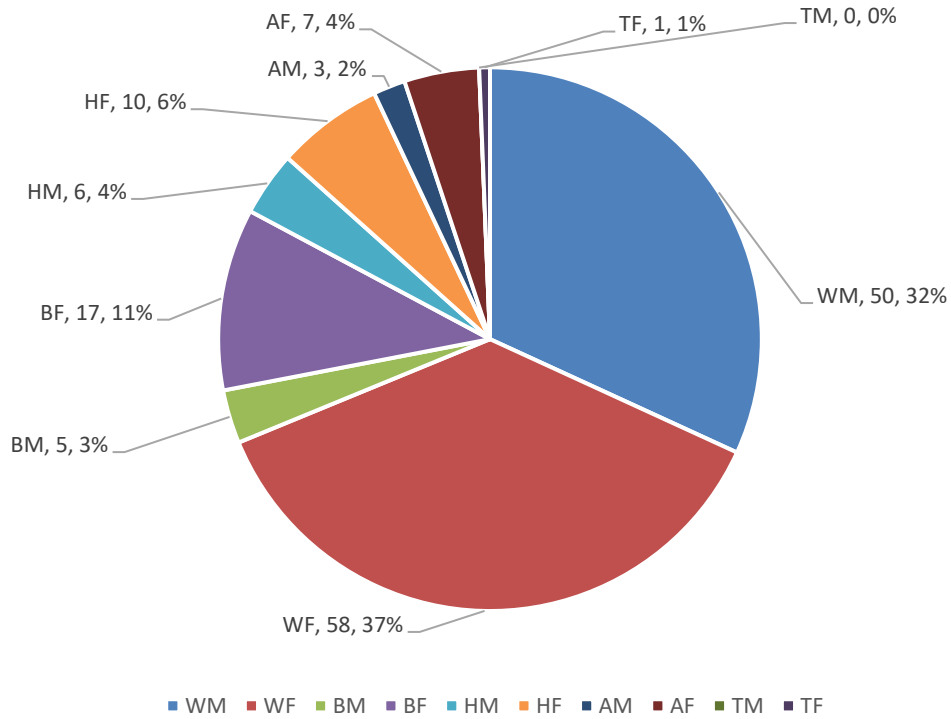
CSCU 2024 Executive Increases by Sex



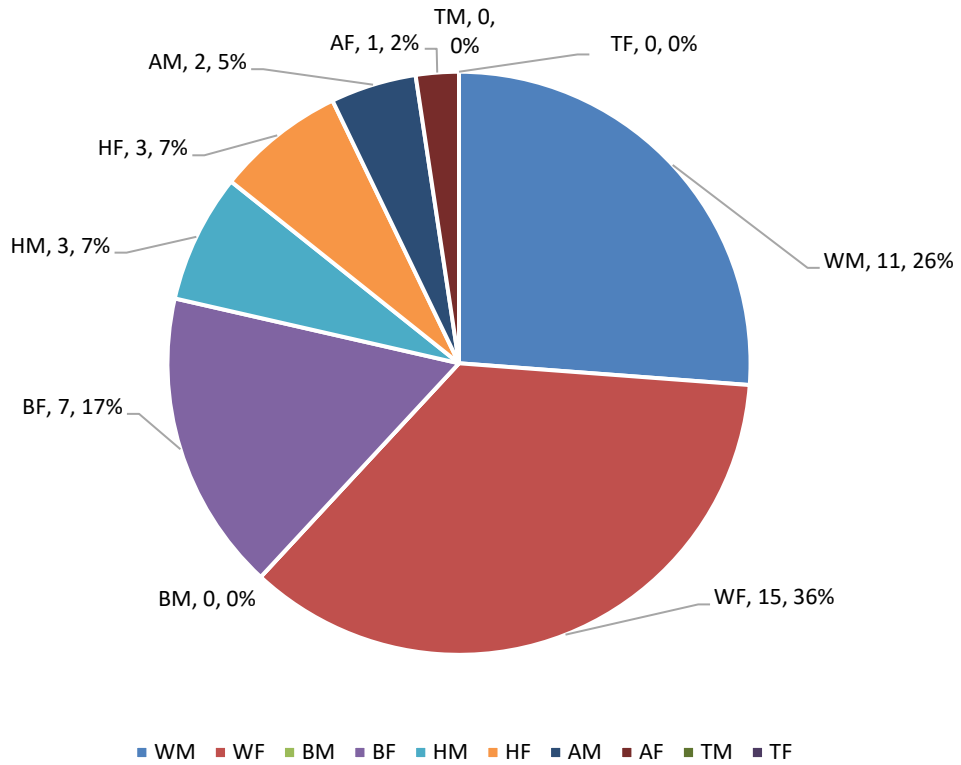
CSCU 2024 Executive Hires



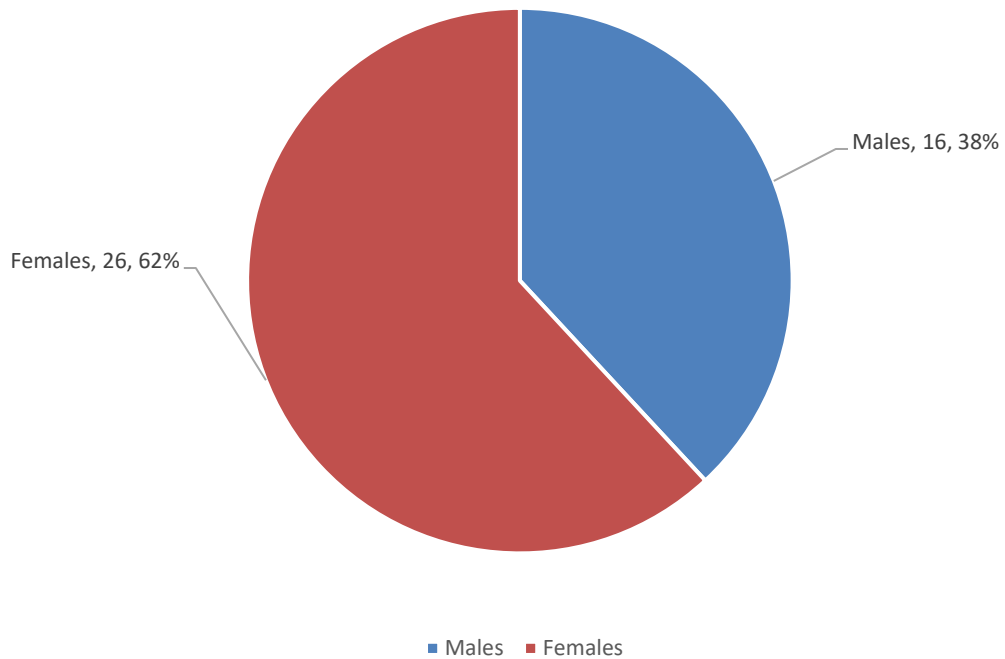
CSCU 2024 Professional Non-Faculty Workforce



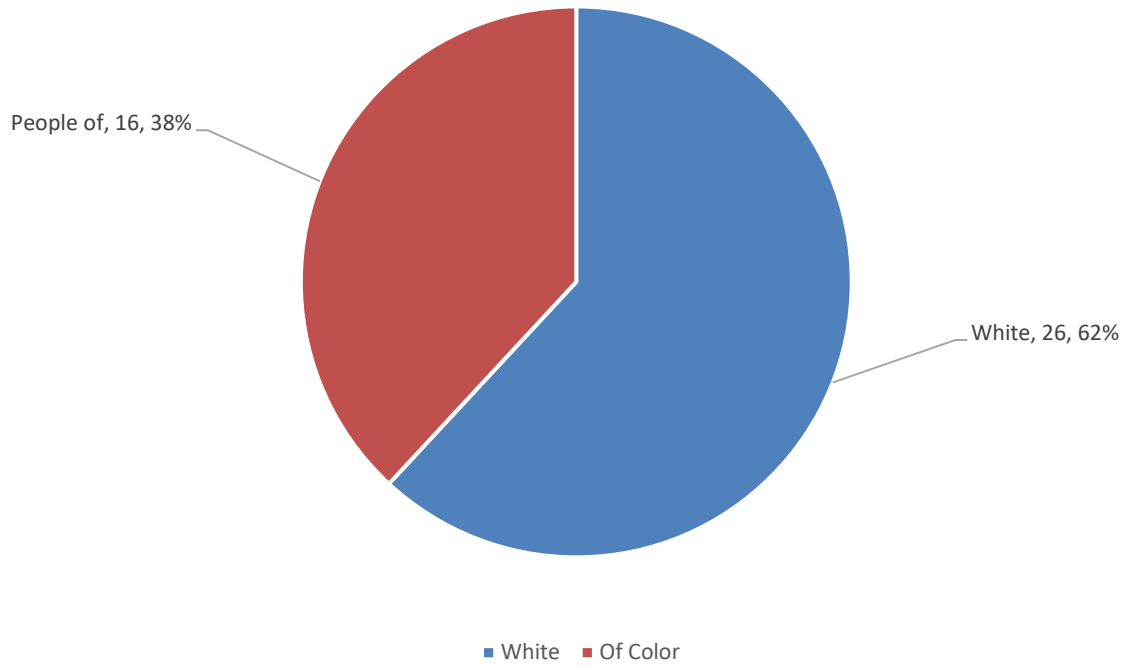
CSCU 2024 Professional Non-Faculty Increases



CSCU 2024 Professional Non-faculty Increases by Sex



CSCU 2024 Professional Non-faculty Increases by Race



Summary of the 2024 Affirmative Action Plan Achievements:

2022 - 2024 Goal Achievement

EEO Category	Goals Established	Hires	Promotions	Goal Achievement
Executive	Hiring: 1HF, 1AM, 1AF Promotion: NONE	3WM, 4WF, 2BF, 1HF, 1AM, 1TF	3WF	2 out of 3 or 66%
Professional	Hiring: 4WM, 1HM, 3AM, 1TM, 1TF Promotion: NONE	9WM, 15WF, 6BF, 3HM, 3HF, 1AM, 1AF		6 out of 10 or 60%
Hartford County				
Clerical	Hiring: 3WF, 1AF Promotion: NONE	1WF, 2BF, 1HF, 1TF	None	1 out of 4 or 25%
Paraprofessionals	Hiring: 6WF, 1HM Promotions: NONE	1WM, 1BM	None	0 out of 7 or 0%
Program Goals				
Program Goals	3 Established			3 out of 3 or 100%

Summary of the 2024-2026 Affirmative Action Goals and Objectives

The following hiring and promotion goals have been set for the period March 1, 2024 – February 28, 2026, in accordance with Regulations of Connecticut State Agencies Section 46a-68-85.

Statewide/National

Executive/Administrative/Managerial	Hiring: 3WM, 1BM, 1HF, 1AF Promotion: None
Professional	Hiring: 6WM, 3WF, 2AM, 1TM, 1TF Promotion: None

Hartford Labor Market Area

Secretarial Clerical	Hiring: 1WM, 3WF, 1AF Promotion: None
Technical Paraprofessional	Hiring: 4WF, 1HM, 1HF Promotion: None

PROGRAM GOALS:

CSCU sets the goals below to address any noted problem areas and to enhance its efforts to ensure affirmative action and equal employment opportunity compliance.

1. The System establishes a goal to ensure compliance with state requirements related to Domestic Violence Training. To that end, the EEO/AA staff will enroll all new employees in the online training program after they attend their first day new employee orientation program. The System also will enroll previous employees who have yet to complete the training. The EEO/AA staff will ensure all new hires complete the training within 6 months of hire.

Responsible persons: EEO/AA staff.

Timeframe: Completion by February 28, 2025.

2. The CSCU sets a goal to increase recruitment efforts to ensure we achieve larger and more diverse applicant pools. Steps taken will include increased social media presence, additional online recruitment sources, training of search committee members in broad recruiting practices, and more. In addition to broadening recruitment efforts through the Recruitment team, CSCU has collaborated with CADEP to advertise their positions and attend scheduled meetings to network. Staff within EEO remain members of CADEP and continue to utilize the expertise within this group.

Responsible persons: Recruitment and Talent Center of Excellence.

Timeframe: Completion by February 28, 2026.

Responsible: EEO Center of Excellence, Talent/Recruitment Center of Excellence, and Diversity/Equity and Inclusion.

3. The CSCU sets a goal to conduct a Lean Process Improvement project on its search and hiring process. This will streamline the process and ensure appropriate EEO/AA principles and process in place throughout. We will utilize an external consultant to help create a future state that considers all elements of an equitable and fair hiring process for all that can be delivered in a timely manner.

Responsible persons: Recruitment and Talent; ECR and EEO/AA staff

Timeframe: Completion by December 30, 2024

4. The CSCU sets a goal to develop a plan to capture and retain the proper records of the EEO data for applicants in our search records, including those searches conducted by outside firms.

Responsible persons: Recruitment and Talent

Timeframe: Completion by February 28, 2026