

## **Affirmative Action Policy Statement: CSCC Capital-East Region**

As the appointing authority for the CSCC Capital-East Region, I am fully committed to the achievement of the affirmative action goals and timetables set forth in this Affirmative Action Plan and urge all parts of the college community to assist us in achieving our goals. As a Region, we acknowledge that affirmative action is an immediate and necessary college objective.

The goal of affirmative action is equal opportunity. It is the need and purpose of affirmative action to overcome the present effects of past practices or policies that may have created barriers to equal employment opportunity for all current and future employees. A policy of nondiscrimination was consistently applied without regard for age, ancestry, color, national origin, gender identity or expression, genetic information, learning disability, marital status, intellectual disability, physical disability (including but not limited to blindness), present or past history of mental disability, prior criminal record, race, religious creed, sex (including pregnancy and sexual harassment), sexual orientation, retaliation for previously opposed discrimination or coercion, veteran status, members of the CT Civil Air Patrol, and workplace hazards to reproductive systems. Unless the provisions of Section 46a-80(b) or 46a-81(b) of the Connecticut General Statutes are controlling or there are bona fide occupational qualifications excluding persons in one of the above protected groups.

We are fully committed to the principles and practices of affirmative action and equal opportunity in employment and provide our services in a fair and impartial manner. We continually examine the practices and promotion of employees with the express purpose of achieving our goal of a full representative workforce. The Region recognizes the hiring difficulties experienced by individuals with disabilities and by many older persons and will set program goals to address any problem areas identified.

Considering the dual role of affirmative action to provide an environment for the application of equal opportunity principles and to monitor the employment process to prevent instances of illegal discrimination from arising or existing, the following procedures are operative within the Region:

1. Every effort is made to recruit and hire protected group members reflective of their availability in the job market. An employment process is in place at the CSCC, which addresses the role affirmative action plays at each stage. A summary of Hiring Goals and Program Goals is included in the plan shall be posted with the College's Affirmative Action Policy Statement on all official bulletin boards.
2. Opportunities are made available to all employees for training, development, and advancement consistent with individual ability and performance.
3. Principles of equal opportunity and affirmative action will undergird decisions on promotions as a result of the institution strictly imposing only those requirements valid to the process.
4. Personnel decisions regarding transfer, reassignment, separation, and termination encompasses the principles of equal opportunity and affirmative action to assure that members of any protected class will not be adversely impacted.

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5. All educational programs and student support services are administered in a manner which do not adversely impact students because of age, ancestry, color, national origin, gender identity or expression (including transsexualism), genetic information, learning disability, marital status, intellectual disability, physical disability (including but not limited to blindness), present or past history of mental disability, prior criminal record, race, religious creed, sex (including pregnancy and sexual harassment), sexual orientation, retaliation for previously opposed discrimination or coercion, veteran status, and workplace hazards to reproductive systems, or any other protected group recognized by local, state or federal laws and regulations.

Kimberly Carolina, Manager of Equal Employment Opportunity, serves as the CSCC Capital-East Region's Equal Employment Opportunity Officer. Her office is located at CSCU System Office, 61 Woodland Street, Hartford CT 06105. I have delegated to her the lead responsibility for all matters within the CSCC Capital-East Region related to affirmative action and equal employment opportunity. The CSCU System Office has an internal discrimination complaint process for employees who believe that they have been discriminated against. For further information regarding this process, please contact Ms. Carolina at 860-723-7201 or KCarolina@commnet.edu

The Affirmative Action Policy Statement will be posted throughout the four campuses within the Region and distributed to all employees in accordance with statutory mandates.



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Dr. Robert Steinmetz III  
Regional President  
CSCC Capital-East Region

11/1/21

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Date