

## **EXTERNAL COMMUNICATION and RECRUITMENT STRATEGIES**

### **Section 46a-68-80**

Central Connecticut State University has put itself on public record that it is an Affirmative Action/Equal Employment Opportunity employer. Throughout the reporting period and prior to recruiting for position vacancies, the University initiates and undertakes aggressive positive relationship-building to ensure that affirmative action is more than a paper commitment. Consistent with this effort, the University has developed a means of recruiting goal candidates for current positions. Recruitment strategies designed to ensure opportunities for all qualified applicants begin at the basic level of the employment process. The University's recruitment plan is designed to secure ongoing relationships and develop additional recruiting sources while cultivating recruitment programs as required by Subsection (c).

During the reporting period, the Equity and Inclusion Associates, with support from other University officials, maintains on a continuing basis, a list of individuals, publications, groups, and organizations, and a list of regular recruiting services representing protected groups. Written expression of the University's commitment to affirmative action and equal employment opportunity and notices of job availability are sent regularly to these recruitment resources which are capable of referring qualified applicants for employment. All advertisements and position announcements contain a statement of the University's commitment to affirmative action and equal employment opportunity. The Office of Equity and Inclusion staff (OEI) plan on continuing this recruitment process.

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

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

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

The Equity and Inclusion Associates oversee all Search committees. The Office of Equity and Inclusion (OEI) reviewed all notices of position vacancies, applications, and the candidate pools to ensure that qualified goal applicants are included and selected for interview during the reporting period. When the candidate pool is void of qualified goal candidates, the OEI has sufficient time to request that the search be extended in order to engage in additional recruitment efforts. OEI plans on continuing to review all notices of vacancies, applications, and the candidate pools to ensure that qualified goal applicants are included and selected for interview in future filing periods.

The University's recruitment strategies include placement goals for all job openings. Vacancy notices are posted in their respective occupational category on the University's web page. HR posts employment opportunity announcements from the University, other CSCU universities, State agencies, local municipalities, and private sector employers on our CSCU and CCSU web pages and will continue through the next reporting period.

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

Notices dated March 20, 2024, stating that the University is an Affirmative Action/Equal Employment Opportunity employer was sent to all unions that represent the University's employees for collective bargaining purposes. Such notice contains an invitation to review and comment on CCSU's Affirmative Action Plan. Copies of the union letters are included under External Communication Supportive Material Part A.

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

The University encourages and solicits the participation of minority business enterprises meeting qualifications established under Connecticut General Statute 4a-60g and 4a-61 or 32-9e. All bidders, contractors, subcontractors and suppliers of materials and services to the University received notification of the University's Affirmative Action/Equal

Employment Opportunity policy. The notice includes a statement that the University will not knowingly do business with any bidder, contractor, subcontractor, or supplier of materials or found to be in violation of any state or federal antidiscrimination law.

Further, the University does not knowingly do business with any bidder, contractor, subcontractor, or supplier of materials that discriminates against protected group members and promptly reports any behavior inconsistent with state or federal anti-discrimination law to the Commission on Human Rights and Responsibilities (CHRO) or other appropriate authorities for investigation. The University encourages bidders, contractors, subcontractors, and suppliers of goods and services to develop their own affirmative action plans.

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

In accordance with the State of Connecticut Records Retention guidelines, the University maintains all documents received related to a bid, including but not limited to: the name and address of each organization, recruiting source, bidder, contractor, and if applicable, any named subcontractor and supplier of materials. All of the University bidding documents are posted on the DAS website, and include a statement of our policy, and is available for any prospective bidder, group or individual to inspect. The University retains any and all communication, statements or advertisements related to any bid. Where the cooperation of another agency is essential to the implementation of activity undertaken pursuant to this section, the University shall keep record of each instance of contact with the agency whose cooperation is requested and the outcome thereof.

#### **CONTRACT COMPLIANCE/SMALL BUSINESS SET-ASIDE ACTIVITIES**

The Office of Equity and Inclusion worked with the Chief Financial and Chief Operations Officers to ensure compliance with the Connecticut General Statute Section 46a-60, Contract Compliance.

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

Central Connecticut State University submitted its Small Business Enterprise (SBE) and Minority Business Enterprise (MBE) Set-Aside goals for fiscal year 2023-2024 to Department of Administrative Services (DAS) Business Network BIZNET and the Commission on Human Rights and Opportunities (CHRO).

The University received a notice October 1, 2023. DAS was unable to determine a Small/Minority Business goal for FY 23-24 because expenses exceeded funds available, and the University reported a "significant shortfall." According to DAS, in that the expected expenses exceed the available funds, the DAS Supplier Diversity Unit was unable to determine a Small/Minority Business Goal for FY 23-24. Per the DAS instructions, the University has continued to report their quarterly spending with relation to S/MBE's. Due to this, the University continues to submit reports without Lines 2, 3, and 4 filled out.

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

All bidders, contractors, subcontractors and suppliers of goods and services to the University were notified of the University's policy that it would not do business with anyone who discriminates against protected class members.

The following Nondiscrimination statement was included in all bids and on all purchase orders –

Central Connecticut State University is an affirmative action equal opportunity institution. The University will not knowingly do business with any bidder, contractor, subcontractor, or supplier of materials found to be in violation of any state or federal antidiscrimination law.

All bidders, contractors, and suppliers of materials have been made aware of the University's affirmative action policy. Every formal bid contains contract compliance regulations and bidder contract compliance report forms. A requirement to comply with C.G.S. Section 4a-60 is provided to every recipient a Request for Proposal (RFP). In addition, the content of C.G.S. Section 4a-60 is printed on the reverse of every purchase order, as well as any other agreement entered into between CCSU and another party in which review, and approval of the Attorney General Office is conducted. And as noted above, the non-discrimination statement is included in contracts/bidding documents indicating that the University will not knowingly do business with any bidder, contractor, subcontractor, or supplier of materials who discriminates against members of any class protected under Sections 4a-60 and 4a-61a of the Connecticut General Statutes.

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

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

### **GOOD FAITH EFFORTS**

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

#### **RECRUITMENT ACTIVITIES DURING THIS REPORTING PERIOD**

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

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

The Equity and Inclusion Associates advised executive, faculty, and administrative search committees to extend searches and re-examine recruitment methods during the reporting period and the OEI staff will continue with the same practice in the future. The search committees were able to expand recruitment to enhance demographics of the applicant pool with the approval of the Equity and Inclusion Associate. A search may be extended or canceled if a diverse pool of applicants is not identified.

Faculty and administrative employment opportunities were advertised locally as well as nationally in order to attract large and diverse pools of applicants. Advertisements were placed in local newspapers, such as the Hartford Courant, New Britain Herald, etc. To reduce advertisement costs the University purchased annual subscriptions to the following: *Highered.jobs.com*, *Chronicles of Higher Education*, and *Diversejobs.com*. This allows the University to post unlimited advertisements for its positions. In addition, all positions are swept by Indeed.com allowing for another advertising source.

Vacancies in classified occupational categories were posted within the University. In addition, notices of the vacancies were sent to other CSU universities, state agencies, local and regional newspapers, the State of Connecticut Job Service, the DAS website, all unions representing qualified staff, and a number of community agencies representing protected groups. All classified positions were filled through the JobAps System coordinated through the Department of

Administrative Services (DAS) and this State-wide system advertises on many social media sites to attract a wide range of diverse applicants.

The University posted notice of all vacancies in their respective occupational category on its web page at <https://www.ccsu.edu/hr/jobopportunities.html>. The University also advertises on the Connecticut State Colleges and Universities (CSCU) website with all of the other Connecticut State Universities. CSCU sends out a weekly Job Announcement via email to all CSCU employees.

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

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

The **AAUP (Faculty) MRRC** is charged with the responsibility of assisting search committees to recruit members of minorities and other protected groups; to assist the University in retaining such members; and to engage in such other actions as will satisfy the above purposes. Last year the University awarded \$14,296.21 to one (1) White Female, two (2) Black Females, and five (5) Asian Male minority faculty in the following disciplines: English (Latinx Literature); Finance; Psychological Science; Manufacturing and Construction Management; Accounting; Marketing; Management and Organization; Literacy, Elementary, and Early Childhood Education.

The **SUOAF/AFSCME MRMC** (Professional Non-Teaching Faculty) is charged with the responsibility for identifying and recommending qualified minority candidates to search committees after the promotional process has been followed. The committee ensures that mentoring arrangements are available for newly appointed minority employees. The mentors are charged with responsibility for enhancing the professional development of minority employees. The program eligibility was changed in 2022 to remove eligibility criteria based on length of service. All otherwise eligible members are now eligible for MRMC funding for the full duration of their employment. This reporting period showed some changes due to contract negotiations and a smaller committee due to the fact members of the committees had expired terms of office. The committee focused on reviewing applications for professional development. In addition, the Committee held monthly meetings to discuss how to best communicate the availability of funds, ease the application process, and learn about how other offices function and what it takes to run events.

The Interim Vice President for Equity and Well-Being, the Senior Equity and Inclusion Officer/Title IX Coordinator, and the Equity and Inclusion Associates attended many conferences, seminars and workshops that focused on Affirmative Action, Equal Employment Opportunity, Equity and Inclusion and on Title IX during the reporting period. When possible, all members of the Equity & Inclusion staff attend scheduled meetings of both the Connecticut Association of Diversity and Equity Professionals (CADEP) and the Presidential Commission on Diversity, Equity and Inclusion, CSCU Diversity and Equity Officers group as meetings are scheduled. In addition, the Equity and Inclusion Associates attended training to become Certified Affirmative Action Professionals (CAAP) through the AAED Professional Development and Training Institute.

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

	<b><u>Unclassified Job Advertisements</u></b>
1	Academy of Management Job Bank
2	American Society of Criminology (ASC) Listserv

3	Associated Schools of Construction
4	CCSU Alumni Newsletter
5	Counseling Today
6	E-mail distribution to all colleagues and friends of the faculty
7	Higheredjobs.com
8	LGBT Funders
9	Mid-America Theatre Conference (MATC)
10	Society for Neuroscience (NeuroJobs Board)
11	Society for Teaching of Psychology discussion/job board/listserv
12	International Mathematics Research Papers (IMRP) email distribution list
13	Academic Keys
14	Academic Search Inc.
15	Adverse Childhood Experiences (ACE)
16	American Anthropological Association
17	American Association of Collegiate Registrars & Admissions Officers (AACRAO)
18	American Association of Hispanics in Higher Education <a href="http://www.aahhe.org">http://www.aahhe.org</a>
19	American Chemical Society's website (Connecticut Valley & New Haven Sections)
20	American College Personnel Association
21	American Collegiate Hockey Association (ACHA)
22	American Comparative Literature Association (ACLA) <a href="http://acla.org">acla.org</a>
23	American Counseling Association (ACA)
24	American Educational Research Association (AERA) Listserv
25	American Fisheries Society
26	American Institute of Graphic Arts Website
27	American Society for Engineering Education (ASEE) Listserv and Website
28	American Society of Civil Engineering (ASCE) listserv and Website
29	American Society of Criminology
30	American Society of Engineering Education
31	American Society of Hispanics Economists Listserv (Dept.)
32	American Society of Microbiology
33	ArtSearch.com
34	Asian Pacific Americans in Higher Education ( <a href="http://apahenational.org">apahenational.org</a> )
35	Association for Compliance and Senior Woman Administrator
36	Association for Institutional Research ( <a href="http://Airweb.org">Airweb.org</a> )
37	Association for Psychological Science (APS Employment Network)
38	Association for the Study of African American Life and History

39	Association for University and College Counseling Center Directors (AUCCCD)
40	Association of American Medical Colleges (AAMC)
41	Association of Black Psychologists ( <a href="http://www.abpsi.org">http://www.abpsi.org</a> )
42	Association of College and Resource Libraries
43	Association of College Unions international (ACUI.org)
44	Association of Community & Continuing Education (ACCE) Listserv
45	Association of Counselor Education and Supervision (ACES)
46	Association of Governing Boards (AGB) Website
47	Association of Higher Education and Disability (AHEAD)
48	Association of Infant Mental Health
49	Association of International Educators (NAFSA)
50	Association of Mathematics Teacher Educators (AMTE) Job Listings
51	Association of Registered Investment Advisors (ARIA) <a href="http://aria.org">aria.org</a>
52	Association of Technology, Management, and Applied Engineering (ATMAE)
53	Black Caucus/American Library Association (BCALA)
54	CCSU Graduate Alumni Mailing Lists
55	CCSU Student Center Listserv
56	CCSU Website
57	CSCU email distribution to all campuses
58	Central Connecticut State University (CCSU) Web Page
59	Chronicle of Higher Education
60	Civilian Conservation Corps (CCC) Listserv
61	Code4lib Job Board
62	College Libraries Listserv
63	College Music Society
64	Common App listserv
65	Communication Systems and Network Technologies (CSNT) Listserv
66	Communications of the Association for Computing Machinery (ACM)
67	Connecticut Association for Institutional Research (ConnAir) Distribution List
68	Connecticut Association of Collegiate Registrars website and Listserv
69	Connecticut Association of Educational Opportunity Programs (CAEOP)
70	Connecticut Association of Financial Aid Administrators
71	Connecticut Association of Nurse Anesthetics
72	Connecticut Chapter of the American Association of Teachers of Spanish and Portuguese (AATSP)
73	Connecticut Children with Incarcerated Parents (CTCIP) email distribution list
74	Connecticut Council for Philanthropy

75	Connecticut Council for Social Studies Website/News e-letter
76	Connecticut League for Nursing
77	Connecticut Society of Certified Public Accountants (CTCPA)
78	Connecticut State Colleges and Universities (CSCU) Web Page
79	Connecticut State Library (CSL-CONNtech)
80	ConnTech Listserv
81	Council for Advancement & Support Education
82	Council for Exceptional Children (exceptionalchildren.org)
83	Council of College of Arts and Sciences
84	Council on Social Work Education (CSWE)
85	Counselor Education and Supervision Network (CESNET) Listserv
86	CRNAcareers.com
87	CT Association of Diversity & Equity Professionals (CADEP) email distribution
88	CT Association of Educational Opportunity Programs (CAEOP)
89	CT Chapter IPMA Job Opportunities Page
90	CT Community Non-Profit Alliance (The Alliance)
91	Department of Administrative Services (DAS)
92	Disabled Student Services in Higher Education List Serv
93	Diverse.com
94	Diversejobs.net
95	Diversity.com
96	Division 38 -Society for Health Psychology List Serv
97	DRJOBS.US
98	Early Childhood and/or Infant/Toddler Mental Health Conferences
99	Eastern Association of Financial Aid Administrators
100	Educational Technology and Distance Learning (ETDL) List Serv
101	ElMar-Electronic Marketing Service-American Marketing Association
102	Email distribution to local (CT) Chemistry/biochemistry chairs at local universities
103	Engineering Technology Division (ETD) Listserv
104	Facebook groups related to Student Affairs and Higher Education
105	Greater New Britain Chamber of Commerce Job Board
106	Hartford Courant
107	American Society of Mechanical Engineers (ASME) <a href="https://www.asme.org/">https://www.asme.org/</a>
108	Hispanic Association of Colleges and Universities (hacu.net)
109	Hispanic Outlook in Higher Education
110	History h-net listserv

111	H-Net.org
112	<a href="https://careers.primr.org/jobs">https://careers.primr.org/jobs</a>
113	Humanities and Social Science -H-Net ( <a href="http://h-net.org/jobs/policy.php">h-net.org/jobs/policy.php</a> )
114	Idealist.org
115	Indeed.com
116	Inside Higher Education
117	International Communications Association
118	International Personnel Management Association (IPMA-HR) CT Chapter website
119	Internet Storm Center ( <a href="http://isc.sans.edu">isc.sans.edu</a> ) job postings
120	JERRY-P-BECKER-MTE-L@listserv.siu.edu
121	Job Elephant
122	Job Openings for Economists (JOE)
123	Journal of Blacks in Higher Education
124	LGBT Consortium
125	<a href="http://lgbtconnect.com">lgbtconnect.com</a>
126	Library Job Line
127	MathJobs.org
128	MDJobsite.com
129	Middle Eastern Studies Association ( <a href="http://mesana.org">mesana.org</a> )
130	Militarymedical.com
131	Modern Language Association (MLA) Job Information List
132	National Association Africana American Studies (NAAAS)
133	National Association for College Admission Counseling (NACAC)
134	National Association of College and University Business Officers (NACUBO)
135	National Association of Collegiate Director of Athletics (NACDA) Career Center ( <a href="http://jobcenter.nacda.com/employers">jobcenter.nacda.com/employers</a> )
136	National Association of Counselors (NACAC)
137	National Association of Student Financial Aid Administrators (NASFAA)
138	National Association of Student Personnel Administrators (NASPA)
139	National Association of University Women (NAUW)
140	National Collegiate Athletic Association (NCAA) Market ( <a href="https://ncaamarket.ncaa.org">https://ncaamarket.ncaa.org</a> )
141	National Conference State Legislatures (NCSL)
142	National Council for Black Studies (NCBS) <a href="http://NCBS.org">NCBS.org</a>
143	National Council for Social Studies (NCSS) <a href="https://www.socialstudies.org/">https://www.socialstudies.org/</a>
144	National Council of Teachers of Mathematics (NCTM) Website
145	National Council on Family Relations (NCFR) <a href="https://www.ncfr.org/">https://www.ncfr.org/</a>

146	National Council on Public History (NCPH.org)
147	National Economic Association (formerly the Caucus of Black Economists) Listserv (Dept.)
148	National Intramural and Recreational Sports Association (NIRSA) Job Board
149	National Latina/o Psychological Association <a href="http://www.nipa.ws">http://www.nipa.ws</a>
150	National Network for Educational Renewal (NNER)
151	National Research Service Awards (NRSA) website
152	National Society of Black Engineers (nsbe.org)
153	Network of Latinos in Higher Education electronic mailing list
154	New England Association of Collegiate Registrars & Admissions Officers (NEACRAO)
155	New England Commission on Higher Education (NECHE) List Serve
156	New England Diversity Recruiting Association (NECBAC)
157	New England Educational Assessment Network (NEEAN.org)
158	New England Educational Opportunity Association website
159	New England Regional Association (NEACAC)
160	New England Transfer Association (NETA)
161	New Jersey Association (NJSACAC)
162	New York Association (NYSACAC)
163	Northeast Association for Institutional Research (NEAIR.org)
164	Northeast Association of Communication Executives (NEACEC) <a href="https://www.neace.com/">https://www.neace.com/</a>
165	Northeast Conference (NEC) members. The NEC will distribute the ad to the other 30 Division I conferences.
166	Northeast Regional Computing Program (NERCOMP)
167	PHILjobs.org
168	Psychology Academic job search
169	Psychology Job Wiki <a href="http://www.psychjobsearch.wikidot.com">http://www.psychjobsearch.wikidot.com</a>
170	Public Responsibility in Medicine and research (PRIM&R) ( <a href="http://www.primr.org">http://www.primr.org</a> )
171	Publicservicescareers.org
172	Regional mailing list that Student Center staff maintains of college unions
173	Scholarlyhires.com
174	Science Magazine
175	Simmons University COCIS Job line
176	Society for Historical Archaeology
177	Society for the Improvement of Psychological Science List Serve
178	Society of Black Archeologist
179	Society of Women Engineers (SWE.org)
180	Southeastern Theatre Conference (SETC) <a href="https://setc.org/">https://setc.org/</a>
181	Special Interest Group on Computer Science Education (SIGCSE) mailing list

182	Special Interest Group on University and College Computing Services (SIGUCCS)
183	Spectra
184	StudentAffairs.com
185	Targeted Social Media Sites
186	Technology Association Listserv
187	The Connecticut Association of Educational Opportunities Programs (CAEOP)
188	The Council for Opportunities in Education (COE)
189	The Journal of Blacks in Higher Education <a href="http://www.jbhe.com/advertise/">http://www.jbhe.com/advertise/</a>
190	The Placement Exchange
191	United States Institute for Theatre Technology (USITT) <a href="https://www.usitt.org/">https://www.usitt.org/</a>
192	University Council for Educational Administration (UCEA) Job Postings <a href="https://www.ucea.org/">https://www.ucea.org/</a>
193	West Hartford Chamber of Commerce Job Board
194	Women in Academia
195	Women in Higher Education
196	Women Leaders in College Sports ( <a href="https://www.womenleadersincollegesports.org/">https://www.womenleadersincollegesports.org/</a> )
197	Women's Transportation Seminar (WTS)-Connecticut Chapter

**From:** Rodas, Erin R. (Office of Equity and Inclusion)  
**nt:** Wednesday, March 20, 2024 10:29 AM  
**ro:** Filson, Paul (AAUP)  
**Cc:** Russo, Michael F. (Student Wellness)  
**Subject:** CCSU Chapter CSU-AAUP of CCSU Affirmative Action Plan 2023



Dear Mr. Filson-

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action plan, which includes notifying unions of each agency's Affirmative Action commitment. Consequently, as an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees that we are an Affirmative Action/Equal Opportunity Employer.

The Central Connecticut State University Office of Equity & Inclusion is the office designated with the responsibility and authority to administer and monitor our Affirmative Action Plan. The office aims to cultivate a campus environment that is diverse, equitable, and inclusive in order to enable students, faculty, and staff to achieve their full potential. You are welcome to examine our Affirmative Action Plan at any time on-line at [Affirmative Action Plan](#) or in the Office of Equity & Inclusion located in Davidson Hall, Room 119. In addition, a signed copy of the Affirmative Action/Equal Employment Opportunity Policy Statement is on file in the Office of Equity & Inclusion.

The Office of Equity & Inclusion welcomes any comments and/or suggestions you might have regarding the Affirmative Action Plan and how we might enhance our efforts to achieve our Affirmative Action goals.

Should you have any questions, please feel free to contact our office at 860-832-1652.

Sincerely,

*Dr. Michael Russo*

Dr. Michael Russo  
Interim Vice President for Equity and Well-Being  
Director of Counseling and Student Development  
Central Connecticut State University

**From:** Rodas, Erin R. (Office of Equity and Inclusion)  
**Sent:** Wednesday, March 20, 2024 10:30 AM  
**To:** ksaunders@cpfu.org  
**Cc:** Russo, Michael F. (Student Wellness)  
**Subject:** Union CPFU Notification of CCSU Affirmative Action Plan 2023



Dear Mr. Saunders-

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action plan, which includes notifying unions of each agency's Affirmative Action commitment. Consequently, as an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees that we are an Affirmative Action/Equal Opportunity Employer.

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Director of Counseling and Student Development  
Central Connecticut State University

**From:** Rodas, Erin R. (Office of Equity and Inclusion)  
**nt:** Wednesday, March 20, 2024 10:30 AM  
**o:** twoodward@csea760.com  
**Cc:** Russo, Michael F. (Student Wellness)  
**Subject:** Union CSEA/SEIU Local 2001 Notification of CCSU Affirmative Action Plan 2023



Dear Mr. Woodward-

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action plan, which includes notifying unions of each agency's Affirmative Action commitment. Consequently, as an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees that we are an Affirmative Action/Equal Opportunity Employer.

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Sincerely,

*Dr. Michael Russo*

Dr. Michael Russo  
Interim Vice President for Equity and Well-Being  
Director of Counseling and Student Development  
Central Connecticut State University

**From:** Rodas, Erin R. (Office of Equity and Inclusion)  
**Sent:** Wednesday, March 20, 2024 10:30 AM  
**To:** Williams, Louise (History)  
**Cc:** Russo, Michael F. (Student Wellness)  
**Subject:** Union CCSU AAUP Notification of CCSU Affirmative Action Plan 2023



Dear Ms. Williams-

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action plan, which includes notifying unions of each agency's Affirmative Action commitment. Consequently, as an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees that we are an Affirmative Action/Equal Opportunity Employer.

The Central Connecticut State University Office of Equity & Inclusion is the office designated with the responsibility and authority to administer and monitor our Affirmative Action Plan. The office aims to cultivate a campus environment that is diverse, equitable, and inclusive in order to enable students, faculty, and staff to achieve their full potential. You are welcome to examine our Affirmative Action Plan at any time on-line at [Affirmative Action Plan](#) or in the Office of Equity & Inclusion located in Davidson Hall, Room 119. In addition, a signed copy of the Affirmative Action/Equal Employment Opportunity Policy Statement is on file in the Office of Equity & Inclusion.

The Office of Equity & Inclusion welcomes any comments and/or suggestions you might have regarding the Affirmative Action Plan and how we might enhance our efforts to achieve our Affirmative Action goals.

Should you have any questions, please feel free to contact our office at 860-832-1652.

Sincerely,

*Dr. Michael Russo*

Dr. Michael Russo  
Interim Vice President for Equity and Well-Being  
Director of Counseling and Student Development  
Central Connecticut State University

**From:** Rodas, Erin R. (Office of Equity and Inclusion)  
**nt:** Wednesday, March 20, 2024 10:31 AM  
**ro:** cchisem@ceui.org  
**Cc:** Russo, Michael F. (Student Wellness)  
**Subject:** Union SEIU Local 511 AFL-CIO Notification of CCSU Affirmative Action Plan 2023



Dear Mr. Chisem-

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action plan, which includes notifying unions of each agency's Affirmative Action commitment. Consequently, as an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees that we are an Affirmative Action/Equal Opportunity Employer.

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Interim Vice President for Equity and Well-Being  
Director of Counseling and Student Development  
Central Connecticut State University

**From:** Rodas, Erin R. (Office of Equity and Inclusion)  
**Sent:** Wednesday, March 20, 2024 10:31 AM  
**To:** jbarr@council4.org  
**Cc:** Russo, Michael F. (Student Wellness)  
**Subject:** Union SUOAF -AFSCME Council 4 Notification of CCSU Affirmative Action Plan 2023



Dear Mr. Barr-

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action plan, which includes notifying unions of each agency's Affirmative Action commitment. Consequently, as an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees that we are an Affirmative Action/Equal Opportunity Employer.

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Should you have any questions, please feel free to contact our office at 860-832-1652.

Sincerely,

*Dr. Michael Russo*  
Dr. Michael Russo  
Interim Vice President for Equity and Well-Being  
Director of Counseling and Student Development  
Central Connecticut State University

**From:** Rodas, Erin R. (Office of Equity and Inclusion)  
**nt:** Wednesday, March 20, 2024 10:32 AM  
**ro:** Bigelow, Lisa (SUOAF)  
**Cc:** Russo, Michael F. (Student Wellness)  
**Subject:** Union SUOAF/AFSCME Notification of CCSU Affirmative Action Plan 2023



Dear Ms. Bigelow-

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action plan, which includes notifying unions of each agency's Affirmative Action commitment. Consequently, as an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees that we are an Affirmative Action/Equal Opportunity Employer.

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Should you have any questions, please feel free to contact our office at 860-832-1652.

Sincerely,

*Dr. Michael Russo*  
Dr. Michael Russo  
Interim Vice President for Equity and Well-Being  
Director of Counseling and Student Development  
Central Connecticut State University

**From:** Rodas, Erin R. (Office of Equity and Inclusion)  
**Sent:** Wednesday, March 20, 2024 10:29 AM  
**To:** jdisette@andr.org  
**Cc:** Russo, Michael F. (Student Wellness)  
**Subject:** Union A & R Local 4200 Notification of CCSU Affirmative Action Plan 2023



Dear Mr. DiSette-

The State of Connecticut through all of its agencies is engaged in a vigorous Affirmative Action plan, which includes notifying unions of each agency's Affirmative Action commitment. Consequently, as an agency of the State, Central Connecticut State University is hereby communicating to all unions that represent agency employees that we are an Affirmative Action/Equal Opportunity Employer.

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Sincerely,

*Dr. Michael Russo*

Dr. Michael Russo  
Interim Vice President for Equity and Well-Being  
Director of Counseling and Student Development  
Central Connecticut State University

# Memorandum

**To:** Charles Zsebik, Purchasing Manager

**CC:** Commission on Human Rights and Opportunities - Contract Compliance Unit  
Dr. Zulma R. Toro, President

**From:** Meg Yetishefsky, Manager of Procurement Programs, Business Outreach Team

**Date:** October 1, 2023

**Re:** FY 2023-2024 Small/Minority Business Spending Report  
*Central Connecticut State University*

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This memo is to inform you that the DAS, Business Outreach Team has received your agency's FY23-24 S/MBE spending plan report outlining the agency adopted budget and subsequent funds available for S/MBE purchases for FY23-24.

A review of the agency submission has indicated the following:

Your agency has indicated the adopted budget for *Central Connecticut State University* indicates a significant shortfall; the expected expenses exceed funds available. Therefore, the DAS, Supplier Diversity Unit is unable to determine a Small/Minority Business spending for FY23-24.

However, accept this memo as notification that while the annual spending plan for S/MBE spending is not established, the *Central Connecticut State University* is required to report the quarterly spend with S/MBE's as mandated by CGS 4a-60g. Questions regarding the quarterly reporting and subsequent forms are available on the Commission on Human Rights and Opportunities website.

Should the agency adopted budget allocation change during the fiscal year, the *Central Connecticut State University* will be required to submit a revised Small/Minority Business Annual Spending Plan Report.

Also, the agency is reminded of the requirement to report quarterly on any expenditures made against the capital improvement funds indicated in the annual goals report submitted.

FY25 a new annual SBE/MBE goal reporting process will be implemented for all agencies. Agencies will be contacted to provide training on the new process prior to implementation. The DAS, Business Outreach Team representative assigned to your agency is Stan Kenton. Questions regarding the agency Small/Minority Business spending plan report should be directed to Stan Kenton at Stanley.Kenton@ct.gov or (860) 713-5241.

Attachment

SMALL/MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT - for Reporting Capital Improvement Expenditures  
 Please submit a digital copy of this form to Donald.Braman@ct.gov.

Fiscal Year Quarter 1st Fiscal Year Period 7/1/2023-9/30

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Charles Zsebik	E-mail Address:	charles.zsebik@ccsu.edu
Tel. # -	860-832-0041		

1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report \$ 6,708,053.93

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
2) Total Agency FY Capital Improvements Expenditures for Purchases from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ -			0

3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)	\$ 10,661.25	1	\$ 10,661.25	1
F) Iberian Peninsula (I)	\$ 1,133.78	1	\$ 1,133.78	1
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)				
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ -		\$ -	
MBE TOTAL (Lines A - W)	\$ 11,795.03		\$ 11,795.03	

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter 1st Fiscal Year Period: 7/1/2023-9/

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Charles Zsebik	E-mail Address:	Charles.Zsebik@ccsu.edu
Tel. # -	860-832-0041	<i>Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106</i>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$ 207,285,424.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$ -
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$ -
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$ -

	QUARTER	Number	YEAR TO DATE	Number
	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
5) Total Agency FY Expenditures for Purchases and Contracts	\$ 8,432,970.27	399	\$ 8,432,970.27	399

6) Total Agency FY Expenditures for Purchases and Contracts from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 948,306.87	136	\$ 948,306.87	136
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7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE:				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)	\$ 10,661.25	1	\$ 10,661.25	1
F) Iberian Peninsula (I)	\$ 1,133.78	1	\$ 1,133.78	1
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 406,826.75	6	\$ 406,826.75	6
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ 406,826.75		\$ 406,826.75	
MBE TOTAL (Lines A - W)	\$ 418,621.78		\$ 418,621.78	

**SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT**

Fiscal Year Quarter 2nd Fiscal Year Period: 10/1/2023-1

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Charles Zsebik	E-mail Address:	Charles.Zsebik@ccsu.edu
Tel. # -	860-832-0041	<i>Please Submit a copy of this form and Back-Up Sheets via Inter-Office Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106</i>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$ 207,285,424.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$ -
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$ -
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$ -

	QUARTER		YEAR TO DATE	
	TOTALS (\$)	Number Contracts	TOTALS (\$)	Number Contracts
5) Total Agency FY Expenditures for Purchases and Contracts	\$ 7,165,291.49	337	\$ 15,598,261.76	736

6) Total Agency FY Expenditures for Purchases and Contracts from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 2,420,857.33	178	\$ 3,369,164.20	314
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7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only. <i>PLEASE CATEGORIZE:</i>				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)	\$ 94,583.75	4	\$ 105,245.00	5
F) Iberian Peninsula (I)	\$ 33,061.80	5	\$ 34,195.58	6
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 573,657.64	8	\$ 980,484.39	14
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ 573,657.64		\$ 980,484.39	
MBE TOTAL (Lines A - W)	\$ 701,303.19		\$ 1,119,924.97	

SMALL/MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT - *for Reporting Capital Improvement Expenditures*  
 Please submit a digital copy of this form to [Donald.Braman@ct.gov](mailto:Donald.Braman@ct.gov).

Fiscal Year Quarter 2nd Fiscal Year Period 10/1/2023-1

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Charles Zsebik	E-mail Address:	<a href="mailto:charles.zsebik@ccsu.edu">charles.zsebik@ccsu.edu</a>
Tel. # -	860-832-0041		

1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report \$ 6,708,053.93

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
2) Total Agency FY Capital Improvements Expenditures for Purchases from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ -			0

3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only.  
PLEASE CATEGORIZE:

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)	\$ 94,583.75	4	\$ 105,245.00	5
F) Iberian Peninsula (I)	\$ 33,061.80	5	\$ 34,195.58	6
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)				
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL (Lines L - W)	\$ -		\$ -	
MBE TOTAL (Lines A - W)	\$ 127,645.55		\$ 139,440.58	

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter 3rd Fiscal Year Period: 01/1/24-3/31

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Charles Zsebik	E-mail Address:	Charles.Zsebik@ccsu.edu
Tel. # -	860-832-0041	<i>Please Submit a copy of this form and Back-Up Sheets via Inter-Office Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106</i>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$ 207,285,424.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$ -
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$ -
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$ -

	QUARTER		YEAR TO DATE	
	TOTALS (\$)	Number Contracts	TOTALS (\$)	Number Contracts
5) Total Agency FY Expenditures for Purchases and Contracts	\$ 9,145,490.25	358	\$ 24,743,751.81	1,094

6) Total Agency FY Expenditures for Purchases and Contracts from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 2,094,855.51	151	\$ 5,464,019.71	465
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7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only. <i>PLEASE CATEGORIZE:</i>				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)	\$ 15,202.50	1	\$ 120,447.50	6
F) Iberian Peninsula (I)	\$ 63,870.40	1	\$ 98,065.98	7
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 645,598.54	9	\$ 1,626,082.93	23
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL (Lines L - W)	\$ 645,598.54		\$ 1,626,082.93	
MBE TOTAL (Lines A - W)	\$ 724,671.44		\$ 1,844,596.41	

SMALL/MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT - for Reporting Capital Improvement Expenditures  
 Please submit a digital copy of this form to Donald.Braman@ct.gov.

Fiscal Year Quarter 3rd Fiscal Year Period 01/1/2024-3

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Charles Zsebik	E-mail Address:	charles.zsebik@ccsu.edu
Tel. # -	860-832-0041		

1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report \$ 6,708,053.93

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
2) Total Agency FY Capital Improvements Expenditures for Purchases from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ -			0

3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only.  
PLEASE CATEGORIZE:

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)	\$ 15,202.50	1	\$ 120,447.50	6
F) Iberian Peninsula (I)	\$ 63,870.40	1	\$ 98,065.98	7
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)				
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ -		\$ -	
MBE TOTAL (Lines A - W)	\$ 79,072.90		\$ 218,513.48	

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter 4th Fiscal Year Period: 4/1/24-6/30/

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Charles Zsebik	E-mail Address:	Charles.Zsebik@ccsu.edu
Tel. # -	860-832-0041	<i>Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106</i>	

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$ 207,285,424.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$ -
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$ -
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$ -

	QUARTER	Number	YEAR TO DATE	Number
	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
5) Total Agency FY Expenditures for Purchases and Contracts	\$ 9,739,441.34	477	\$ 34,483,193.15	1,571

6) Total Agency FY Expenditures for Purchases and Contracts from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 2,920,054.97	162	\$ 8,384,074.68	627
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7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only. <i>PLEASE CATEGORIZE:</i>				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)	\$ 14,684.99	1	\$ 14,684.99	1
D) Disabled Individual (D)				
E) Hispanic (H)	\$ -	0	\$ 120,447.50	6
F) Iberian Peninsula (I)	\$ 17,785.00	1	\$ 115,850.98	8
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 936,527.45	18	\$ 2,562,610.38	41
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ 936,527.45		\$ 2,562,610.38	
MBE TOTAL (Lines A - W)	\$ 968,997.44		\$ 2,813,593.85	

DEPARTMENT OF ADMINISTRATIVE SERVICES Fiscal year 2025  
 SUPPLIER DIVERSITY PROGRAM *Back-Up Sheets require Totals for each MBE Category*

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter 1st Fiscal Year Period: 7/1/24-9/30/

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Charles Zsebik	E-mail Address:	Charles.Zsebik@ccsu.edu

Tel. # - 860-832-0041 *Please Submit a copy of this form and Back-Up Sheets via Inter-Office Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106*

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report	\$ 218,769,968.00
2) Amount Available for Small/Minority Business Program after DAS APPROVED DEDUCTIONS/EXEMPTIONS	\$ -
3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)	\$ -
4) 25% of line # 3 Total- Set Aside - Minority Business Enterprises only	\$ -

	QUARTER		YEAR TO DATE	
	TOTALS (\$)	Number Contracts	TOTALS (\$)	Number Contracts
5) Total Agency FY Expenditures for Purchases and Contracts	\$ 10,484,922.29	662	\$ 10,484,922.29	662

6) Total Agency FY Expenditures for Purchases and Contracts from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ 1,959,831.04	288	\$ 1,959,831.04	288
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7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only. <i>PLEASE CATEGORIZE:</i>				
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)	\$ 2,964.48	1	\$ 2,964.48	1
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)	\$ 460,034.00	9	\$ 460,034.00	9
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)				
WBE TOTAL (Lines L - W)	\$ 460,034.00		\$ 460,034.00	
MBE TOTAL (Lines A - W)	\$ 462,998.48		\$ 462,998.48	

DEPARTMENT OF ADMINISTRATIVE SERVICES Fiscal Year 2025  
 SUPPLIER DIVERSITY PROGRAM *Back-Up Sheets require Totals for each MBE Category*

**SMALL/MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT - for Reporting Capital Improvement Expenditures**

**Please submit a digital copy of this form to Donald.Braman@ct.gov.**

Fiscal Year Quarter 1st Fiscal Year Period 7/1/24-9/30/

ENTER THIS QTR-

Agency Name:	Central Connecticut State University	Agency Number:	7802
Prepared by:	Charles Zsebik	E-mail Address:	charles.zsebik@ccsu.edu
Tel. # -	860-832-0041		

1) TOTAL **CAPITAL IMPROVEMENT FUNDS** AVAILABLE FROM YOUR ADOPTED BUDGET \$ 3,169,153.83  
 Page 1 (Summary Page) From The Annual Goals Calculations Report

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
2) Total Agency FY <b>Capital Improvements Expenditures</b> for Purchases from Small and Minority Contractors. Combined TOTALS OF SBE AND MBE EXPENDITURES	\$ -	0	\$ -	0

3) Total Agency FY **Capital Improvements Expenditures** for Purchases from Minority Business Enterprises (MBE) only.  
**PLEASE CATEGORIZE:**

	TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
A) American Indian (N)				
B) Asian (A)				
C) Black (B)				
D) Disabled Individual (D)				
E) Hispanic (H)				
F) Iberian Peninsula (I)	\$ 2,964.48	1	\$ 2,964.48	1
G) Disabled American Indian (DN)				
H) Disabled Asian American (DA)				
I) Disabled Black American (DB)				
J) Disabled Hispanic American (DH)				
K) Disabled Iberian Peninsula American (DI)				
L) Woman (W)				
M) Woman American Indian (NW)				
N) Woman Asian (AW)				
O) Woman Black (BW)				
P) Woman Disabled (DW)				
Q) Woman Hispanic (HW)				
R) Woman Iberian Peninsula (IW)				
S) Disabled American Indian Woman (DNW)				
T) Disabled Asian American Woman (DAW)				
U) Disabled Black American Woman (DBW)				
V) Disabled Hispanic American Woman (DHW)				
W) Disabled Iberian Peninsula American Woman (DIW)				
DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$ -		\$ -	
WBE TOTAL [Lines L - W]	\$ -		\$ -	
MBE TOTAL (Lines A - W)	\$ 2,964.48	1	\$ 2,964.48	1