



Affirmative Action Policy Statement

The Connecticut Technical Education and Career System (CTECS) recognizes its responsibility to uphold the principles of Affirmative Action (AA) and Equal Employment Opportunity (EEO) and is committed to ensuring that these principles are upheld with conviction and intensive effort. The CTECS further recognizes that the purpose of this commitment to affirmative action is to overcome the current effects of past discrimination. Therefore, the CTECS has implemented detailed, results-oriented programs in order to combat such discrimination and achieve affirmative action goals and objectives.

The Connecticut Technical Education and Career System is committed to providing an educational and employment environment that is free from discrimination based on age, ancestry, color, criminal record (in state employment and licensing), genetic information, intellectual disability, learning disability, marital status, mental disability (past or present), national origin, physical disability (including blindness), race, religious creed, retaliation for previously opposed discrimination or coercion, veteran status, civil air patrol status, workplace hazards to reproductive systems, dating or domestic violence, gender identity or expression, or sex, which includes sex-based harassment, different treatment, disparate impact, failure to accommodate, and retaliation. Sex-based conduct includes conduct based on sex characteristics, sex stereotypes, pregnancy and related conditions, sexual orientation, and sexual identity. An exception to this policy may occur where there is a bona fide occupational qualification excluding persons in any of the aforementioned protected classes. CTECS is committed to a policy of affirmative action/equal opportunity for all qualified persons and equal access to youth groups designated in Title 36 of the United States Code. The CTECS's Affirmative Action Office (AAO) will continue to use viable affirmative action measures in all aspects of the employment process in accordance with Section 46a-68-87 of its Affirmative Action Plan.

This Policy Statement is based on both the spirit and the letter of state and federal anti-discrimination laws, regulations and executive orders, and is intended to establish AA and EEO as immediate and necessary agency objectives. In accordance with legal requirements, the CTECS recognizes its responsibility to implement this policy in all aspects of the employment process, including recruitment, selection, assignment, compensation, promotion, upgrading, training, educational assistance, transfer, discipline, job qualification, job specifications, personnel policies, orientation, evaluation, termination, layoff, recall and all other terms, conditions and privileges of employment. The AAO staff monitors all activity undertaken in these areas and makes a good-faith effort in relation to any problems identified. The Connecticut Technical Education and Career System's good-faith effort includes, but is not limited to recommending policies and procedures that will eliminate actual or potential problems, establishing goals and timetables, and taking other appropriate measures to address and resolve existing problems.

The Connecticut Technical Education and Career System recognizes the hiring difficulties experienced by individuals with disabilities and by many older persons. Program goals and timetables will be established

to overcome the current effects of past discrimination, if any, and to achieve the full and fair participation of individuals with disabilities and older persons in the workforce.

As Executive Director of CTECS, I pledge that services and programs of this agency will be provided in a fair and impartial manner consistent with affirmative action. All education and training programs conducted by this agency will be open to qualified persons. Each contractor, supplier, union or other cooperative agency with which we do business shall support this policy by complying with applicable state and federal equal opportunity laws, regulations, guidelines and executive orders prohibiting discrimination. The CTECS shall not be a party to any agreement or contract which has the effect of sanctioning discriminatory practices. I expect all supervisory personnel to adhere to this mandate by carrying out their affirmative action responsibilities, as set forth in this plan, with the same effort as their other responsibilities, including a list of federal and state constitutional provisions, laws, regulations, guidelines and executive orders that prohibit or outlaw discrimination reflected in this policy statement.

In my role as Executive Director of CTECS, I am fully committed to the principle of EEO, to the successful implementation of the agency's Affirmative Action Plan, and to ensuring that all employees are allowed to work in an environment free from insulting, degrading or discriminatory treatment and unsolicited or unwelcome sexual overtures. I will ensure that all employees, particularly managers, understand the Plan's provisions and take positive steps to comply with this policy and procedures developed as a result of the Affirmative Action Plan. The evaluations of all managers will include an assessment of their performance with respect to affirmative action and EEO. Further, the Affirmative Action Plan evidences my commitment to achieving goals and timetables as set forth in the plan.

This CTECS maintains an internal grievance procedure to handle complaints of discrimination. This procedure which is available to our staff includes: timeframes for resolution, counseling, confidentiality as well as other enforcement options. The Discrimination Complaint Process is available on our intranet and by contacting our Affirmative Action Office.

Our AA Policy Statement is posted and distributed annually to all employees of CTECS. Each employee has the right to review and comment upon the Affirmative Action Plan. Levy Gillespie, EEO Director has been assigned affirmative action duties. He may be reached at 450 Columbus Boulevard, Hartford, CT 06103, or at 860-807-2071, or by e-mail at: levy.gillespie@cttech.org.

*Dr. Ellen Solek, Executive Director
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