EXTERNAL COMMUNICATION AND RECRUITMENT STRATEGIES

(Section 46a-68-80)
September 2019

This section was found to be in compliance in the previous filing with the proposal/recommendation that the SBE/MBE quarterly reports were not fully completed as lines 1-4 must be filled out for every quarter on the forms.

The forms from the SBE/MBE now contain the information in lines 1-4 for each quarter.

Subsection (a)

UConn Health has developed means of recruiting goal candidates for current positions.

1) During this Plan year, UConn Health continued to evaluate and modify its recruitment and hiring procedures. This was done in recognition that many of its affirmative action goals can only be realized if the selection procedure successfully supports the institution's efforts to hire and promote affirmatively. The employment application process and the required forms are identified on the Human Resources (HR) website.

HR staff work with hiring managers to ensure the best strategies for recruitment are utilized to achieve a more diverse workforce. All efforts to recruit qualified goal applicants are documented by HR in the iGreentree system and are reviewed prior to any offer of employment to ensure that good faith efforts have been made in the recruitment process.

2) All job openings are posted on the UConn Health's website; printed copies are posted on various bulletin boards and e-mailed to the collective bargaining units by HR. Walk-in applicants can use a computer in the HR reception area to access the website to view and apply for open positions. Both the online and printed postings have a description of the vacancy, minimum education and experience requirements and the beginning salary level. The HR website also provides a link to the Department of Administrative Services (DAS) state employment page.

3) HR receives numerous phone calls daily regarding employment in all areas of UConn Health. All HR staff has the knowledge and ability to provide information to callers regarding how to apply for positions at UConn Health as well as other state agencies.

4) All Faculty and Director and above positions are required to have formal search committees and to develop detailed strategies for the recruitment of qualified goal applicants. Some of these strategies included identifying networking activities such as national meetings and contacting colleagues at other institutions to identify candidates interested in UConn Health positions. A resource web page is located on the OIE website to provide search committees with information about
search committee responsibilities for recruitment, evaluation, candidate recommendation, affirmative action and equal employment opportunity requirements. Exhibit #1

Subsection (b)

The University has put itself on public record as an Affirmative Action and Equal Employment Opportunity Employer. Consistent with that posture:

1) Written expression of UConn Health's commitment to affirmative action and notice of job availability are sent regularly to recruiting sources and organizations, which are capable of referring qualified applicants for employment. All job postings and advertisements include a statement that UConn Health is an Equal Employment Opportunity/Affirmative Action Employer. The statement is also included on job postings on the website where applicants apply for current positions. Exhibit #2

2) Notice that UConn Health is an affirmative action and equal employment opportunity employer was sent to all unions that represent agency employees for collective bargaining purposes. This notice, sent to the contacts at the bargaining units represented at UConn Health, contained an invitation to review and comment upon UConn Health's Affirmative Action Plan and copies of all affirmative action/equal employment related policies. A sample along with the list of unions is included in Exhibit #3.

Subsection (c)

UConn Health initiates and undertakes vigorous, positive relationship-building activities to ensure that affirmative action is more than a paper commitment. UConn Health has worked to secure ongoing relationships and develop additional recruiting sources while cultivating outreach recruitment programs and maintaining contact with protected class members and resource agencies. Consistent with that effort:

1) UConn Health's recruitment activities included posting ads at conferences, utilizing member-directed networks and affinity groups; occupational related magazines, professional journals, publications and web pages of associations. Exhibit #4 includes a list of recruitment sources that were utilized.

2) UConn Health actively encouraged search committees to engage in proactive and non-traditional recruiting to target goal applicants. Specifically, search committees are encouraged to recruit amongst existing professional networks as well as research new recruiting sources they may not have traditionally considered. A high emphasis is placed on direct professional networking and recruiting of promising applicants, particularly those from goal applicant populations. Hiring managers are asked about their contacts, membership with
professional organizations, organizations addressing women’s issues, minority group issues, or any other related organizations in an effort to broaden UConn Health’s recruitment sources.

3) UConn Health’s Office of Health Career Opportunity Programs’ top priority for the Schools of Medicine and Dental Medicine is to recruit and retain students from diverse groups who are underrepresented in American health care professions. The Office actively recruits underrepresented medical and dental students and supports those who are enrolled throughout the academic year. This program continues to be a source of applicants for vacancies at UConn Health. For information concerning the program, please see Exhibit # 5.

During the Affirmative Action Plan reporting period, UConn Health successfully achieved a number of its goals in many of the categories/classifications, thereby upholding its commitment toward achieving parity in the workforce. UConn Health supports affirmative action and diversity in the workplace and actively seeks applicants from all sectors of the population, and takes seriously the commitment to develop a workforce that reflects the diversity of the client population it serves.
Guidelines for Search Committees

Search committees play a vital role in recruiting, evaluating, and recommending the most qualified candidates for employment by UConn Health. Search committee members are often the first University employees that a candidate will meet. Each member has an opportunity to represent the University as a diverse and welcoming community while carrying out the search in accordance with University policies and procedures.

At any point in the process, the Office of Institutional Equity (OIE) is available for consultation, to answer questions and discuss specific situations, offer recommendations and search committee training. Please contact OIE staff at 860-679-3563 for assistance.

Composition of the Search Committee

The hiring manager may appoint either the search committee chair who is charged with selecting the committee members, or both the chair and the remaining members of the committee. The structure of search committees will vary among departments, offices, schools, and colleges, depending upon the position to be filled. The composition of a search committee is key to a broad and inclusive search and the committee should:

- Include individuals with different backgrounds, perspectives, and expertise.
- Include individuals with knowledge of the substantive area and the technical expertise to effectively evaluate candidates’ qualifications.
- Represent a diverse cross section of the University population, including members with a demonstrated commitment to diversity.
- Include appropriate stakeholders such as peers of the new hire, supervisors, and those with similar positions.

Committee Membership

A search committee member cannot serve on a search committee when he/she is also an applicant for the position. In the event that a search committee member is well acquainted with or has a conflict of interest regarding an applicant, the member must:

- Notify the search chair and the committee of the nature of the relationship; and
- Recuse him/herself from the entire committee if unable to perform an objective and equitable review of all candidates; or
- Recuse him/herself from the evaluation and interview of only the known applicant, with the agreement of the chair and committee.

Any questions regarding specific conflict situations should be directed to OIE for further guidance.
Committee Responsibilities

A search committee is responsible for writing the job description and qualifications, recruiting for the position, evaluating applicants, participating in the interview process, and recommending finalists. Members should be available to participate fully and consistently in the entire process and to perform duties as assigned by the search chair.

Confidentiality

Members of a search committee need to maintain a strict level of confidentiality to protect the privacy of the candidates and to preserve the integrity of the search process. It is each committee member's responsibility not to discuss any details of the search with non-committee members. All public comments should be made exclusively by the search chair, in consultation with University Communications.

Written and electronic documentation pertaining to any given search may be subject to public record requests (Freedom of Information Act - FOIA) by candidates or other individuals. Requests may encompass committee member notes and e-mails. It is important to be mindful of the possibility of FOIA requests during the search process. The Public Records website offers more details about FOIA and contact information for inquiries related to FOIA by candidates or committee members.

Recruitment

Search committees are responsible for fulfilling UConn Health’s requirement to demonstrate “good faith efforts” to diversify the applicant pool by proactively and aggressively recruiting for all open positions. A recruitment plan should include strategies for attracting a diverse and qualified pool of applicants. All search committee members should be actively engaged in executing the recruitment plan, including utilizing professional contacts, engaging in formal and informal networking, utilizing non-traditional advertising such as listservs and online publications, discussing the position among members of relevant membership in professional organizations, and attending conferences.

Search committee members also be aware of recruitment goals for the position in order to determine recruitment strategies and sources to attract applicants from these under-represented race and gender groups. Please bear in mind that the goals are for recruitment of a diverse applicant pool but play no role in candidate selection.

All recruitment efforts need to be documented and provided to the search administrator.

Applicant Evaluation

Committee members may only use the published minimum and preferred qualifications for the position in evaluating application materials. Members should discuss and agree on the criteria.
to be used in evaluating each qualification prior to reviewing application materials. All applicants must be objectively screened against the same criteria.

While there is no standard screening method, a search matrix can be a useful tool in objectively assessing applicants’ qualifications. Matrices can be as simple or complex as the committee members deem necessary to effectively evaluate the applicants.

There is no rule regarding the number of candidates a search committee must interview. Only candidates meeting or exceeding minimum qualifications should be ranked for interview. Interview candidates must be selected without regard to race or gender — again recruitment goals are in reference to the diversity of the candidate pool but play no role in candidate selection.

Unconscious Bias and Assumptions in Candidate Evaluation:

The evaluation of applicants should be objective and equitable, based solely on the qualifications in the job description/advertisement and the quality of the application materials. Research in this area has demonstrated that every person brings a lifetime of experience and cultural history that shapes their perspectives as related to candidate selection.

Good practices to counterbalance the effects of inherent bias include:

- Learning about research on biases and assumptions and striving to minimize their influence on the evaluation of candidates.
- Developing criteria for evaluating candidates and applying them consistently to all applicants.
- Spending sufficient time evaluating each applicant.
- Evaluating each candidate’s entire application and not depending too heavily on only one element, such as the prestige of the degree-granting institution or post-doctoral program or the letters of recommendation.
- Explaining the decision for rejecting or retaining a candidate based on evidence in the candidate’s file as related to the qualifications.
- Periodically evaluating the committee’s decisions to consider whether qualified women and underrepresented groups are included and whether evaluation biases and assumptions are influencing decisions.

For additional information, please refer to the links below:

https://wiseli.wisc.edu/research/reports-publications/

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1 Based on Searching for Excellence – A Guide for Search Committee Chairs, a guide developed by the Women in Science & Engineering Leadership Institute (WISELI) at the University of Wisconsin Madison.
Interviews

Before inviting candidates for interview, all appropriate documentation regarding initial candidate rankings must be completed. The committee may go through as many rounds of interviews as necessary to identify the selected candidate. It is important, however, to be consistent during the interview rounds. For example, if your first round of interviews is conducted via telephone or Skype, conduct all interviews via telephone or Skype regardless of the geography of any given candidate (yes, even if one of your candidates is in state or on campus). After the first round, if you move to on-campus interviews, interview every candidate on campus.

All members of the committee should participate in all interviews to ensure fair and consistent evaluation of each applicant. Prior to conducting any interview, all search committee members should discuss the objective(s) of the interview, the main topics or areas to be covered during the interview, and the itinerary and arrangements for each candidate. Interview questions must be related to the job and essential to determining the candidate’s qualifications for the position. Everyone participating in the interview process should be made aware of inappropriate topics and questions. Also, please bear in mind that the same questions that are inappropriate or unlawful during a formal interview are also inappropriate and unlawful in a social or less formal interview session with an applicant.

Committees should develop a core set of questions for all applicants that will elicit sufficient information to make an evaluation of the candidates’ qualifications and allow an equitable comparison of the candidates. To ensure equity, the interview experience should be as neutral and consistent, providing the same opportunities to each candidate.

In addition, committee members should review the Guidelines for Interview Questions to be aware of questions that are unlawful and should not be asked during the interview. Everyone participating in the interview process should be made aware of inappropriate topics and questions. Also, please bear in mind that the same questions that are inappropriate or unlawful during a formal interview are also inappropriate and unlawful in a social or less formal interview session with an applicant.

Recommendation of Final Candidates

Once the interviewing stage has been completed, the committee should identify the candidate(s) to be recommended to the hiring manager for hire. Depending on the charge given to the committee, the recommendation may be a ranked or unranked list with an explanation of the candidates’ strengths and weaknesses as related to the qualifications of the position.

Candidates that are unsuccessful should be notified of their non-selection as soon as a firm decision has been made about their status, even if the search process is still underway. Finalists not chosen should be notified as soon as possible after an offer has been officially accepted by a higher-ranked finalist. Please click for sample decline letters.
The Office of Institutional Equity, in conjunction with the Office of Diversity and Inclusion, has recently updated search committee training. Training workshops now include AA/EEO compliance information, search process steps, and overcoming implicit bias in the search and hire process. Please see OIE’s website for registration instructions.
## Sample Evaluation Matrix

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<tr>
<td>Ph.D in GHC or a related area by the time of appointment. Equivalent foreign degree acceptable</td>
<td>Research specialization in the areas of X, Y, or Z (weighted factor x)</td>
<td>Demonstrated excellence in teaching</td>
<td>Potential for excellence in research and obtaining research funding</td>
<td>Excellent written and oral communication skills</td>
<td>Excellent interpersonal skills and demonstrated collegiality and interdisciplinary collaboration</td>
<td>Demonstrated ability to teach graduate courses and advise graduate students</td>
<td>Demonstrated ability to teach undergraduate courses and advise undergraduate students</td>
<td>Demonstrated record of published productivity in the field of X, Y, or Z (weighted factor x)</td>
<td>Record of research complementing and enhancing existing departmental strengths in X, Y, or Z</td>
<td>Demonstrated ability to contribute through research, teaching, and/or public engagement to the diversity and excellence of the learning experience</td>
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**Key:**
- 10 points maximum per qualification
- Qualifications 2 and 10 weighted higher

**Score:**
- 130-100 = A
- 99-90 = B
- Below 90 = C

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*External Communication and Appointment Strategies - Exhibit 1*
# Guidelines for Interview Questions

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<tr>
<th>Area of Inquiry</th>
<th>Allowed</th>
<th>Not Permitted</th>
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<tr>
<td>Address/Duration at:</td>
<td>Place and length of current and previous address</td>
<td>Names and relationships of persons with whom the applicant resides</td>
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<td>Inquiries about foreign addresses</td>
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<td>Address</td>
<td>Professional or trade groups/associations membership</td>
<td>Social, ethnic, religious organization/group membership</td>
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<td>Positions held in professional organizations</td>
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<td>Affiliations</td>
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<td>Age</td>
<td>Proof of age (after hire only)</td>
<td>Age or age group</td>
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<td>Birth certificate (prior to hire)</td>
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<td>If asked, must be asked of all applicants</td>
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<td>If parent or spouse is native born or naturalized</td>
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<td>Proof of citizenship prior to hire</td>
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<td>Credit Rating</td>
<td>No questions can be asked</td>
<td>Credit ratings or scores</td>
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<td>Financial/economic status and history</td>
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<td>Criminal Record</td>
<td>Convictions or imprisonment for crimes that are related to job duties</td>
<td>Arrests (without convictions)</td>
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<td>Disability</td>
<td>Whether a candidate could perform essential job functions</td>
<td>Medical conditions including mental health, current and previous</td>
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<td>History of rehab or addiction</td>
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<td>Need for an accommodation prior to making a job offer</td>
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<td>Gender</td>
<td>No questions can be asked</td>
<td>Gender/gender identity of applicant</td>
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<td>Physical requirements for position</td>
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<td>Marital and Family Status</td>
<td>Availability for anticipated work schedules</td>
<td>Marital status, maiden name, and name of spouse/partner</td>
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<td>Offer information on University/community resources</td>
<td>Number and age of children or childcare arrangements</td>
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<td>If asked, must be asked of all applicants</td>
<td>Pregnancy and future plans to have children</td>
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<td>Living arrangements</td>
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<td>Military Service</td>
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<td>Military records</td>
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<td>Branch of service and rank</td>
<td>Military service in other countries</td>
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## Guidelines for Interview Questions

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<th>Area of Inquiry</th>
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<td>National Origin</td>
<td>• Languages candidate reads or writes</td>
<td>• Place of birth or citizenship</td>
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<td>• Ethnic club/organization affiliation</td>
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<td>• Native language/how language was acquired</td>
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<td>Race</td>
<td>• No questions can be asked</td>
<td>• Questions related to race or color of skin, eyes or hair</td>
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<tr>
<td>Religion</td>
<td>• Anticipated work schedules of all employees</td>
<td>• Religious denomination, affiliations, or organizations/societies</td>
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<td>• If asked, must be asked of all applicants</td>
<td>• Religious beliefs, practices, celebrations, holidays or customs</td>
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<td>• Church/place of worship attendance</td>
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<td>• Requirements for working on religious holidays</td>
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<td>Sexual Orientation</td>
<td>• No questions can be asked</td>
<td>• Spouse/partner; heterosexual or homosexual</td>
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<td>• Gender identity</td>
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Title VII of the Civil Rights Act of 1964, Connecticut law (including the Connecticut Fair Employment Practices Act), and University policy prohibit discrimination against employment applicants on the basis of their protected characteristics. In particular, applicants may not be excluded from employment on the basis of race, color, ethnicity, religious creed, age, sexual orientation, gender identity, marital status, mental or physical disabilities, national origin or ancestry. This guidance provides rules designed to avoid inquiries that could be construed as discriminatory.

Address/Duration at Address:
You may not ask questions about a foreign address that may reveal a candidate’s national origin, as well as questions regarding home ownership or the names and relationships of persons that reside with the applicant.

You may ask the applicant about his/her current address and how long (s)he has lived there.

Affiliations:
Questions about an applicant’s membership in organizations that would reveal his or her race, color, ethnicity, religious creed, age, sexual orientation, gender identity, marital status, mental or physical disabilities, national origin or ancestry cannot be asked. Such questions can be regarded as discriminatory and may violate federal and state laws and University policy.

Inquiries about membership in job related professional organizations are acceptable.

Age:
The Age Discrimination in Employment Act of 1967 (ADEA) protects individuals who are forty years or older from age-based discrimination. To avoid claims of age discrimination, avoid questions designed to uncover a candidate’s age or that would tend to identify candidates who are 40 and older, including graduation dates.

Proof of age, such as a birth certificate, can be requested after an offer of employment to verify employment information for payroll purposes.

Citizenship:
Questions regarding citizenship are prohibited before making an offer of employment. Consideration of an applicant’s citizenship may constitute discrimination on the basis of national origin.

Asking a candidate the question “Are you eligible for employment in the United States?” is allowed. If asked, this question should be asked of all applicants.
Employment eligibility verification should be conducted after the offer has been made and can be a condition of employment.

Credit Rating:
The Equal Employment Opportunity Commission (EEOC) prohibits inquiries into an applicant’s current or past assets, liabilities, or credit rating, including questions regarding bankruptcy or garnishment, car ownership, rental or ownership of a house, charge accounts, or bank accounts. Such inquiries may discriminate against minorities and women.

Criminal Record:
Considering an applicant’s conviction or arrest records can violate Title VII of the Civil Rights Act of 1964. The EEOC has provided that questions about arrests and convictions can disproportionately impact members of ethnic minorities because statistics demonstrate that such persons are arrested and convicted at rates higher than non-minorities. An employer’s reliance on arrest records can disproportionately exclude members of a protected class and an arrest record does not establish the alleged conduct occurred and is not proof of criminal conduct. Similarly, EEOC guidance provides that questions about an applicant’s convictions are improper unless the employer can show that the conviction is related to the position at issue.

The Connecticut General Statutes §46a-80 prohibits the disqualification of a person for employment by a state agency solely because of a prior conviction of a crime and the use of arrest records not followed by a conviction. If a conviction is related to the responsibilities of the position at issue, you may ask if the candidate has been convicted of a crime that is related to the job duties.

Disability:
The University’s People with Disabilities Policy Statement provides that qualified persons with disabilities cannot be excluded from or subject to discrimination with regard to any University program or activity, including employment, and ensures that a person with a disability is given the same access to programs, opportunities, and activities as other members of the University community. The University must provide reasonable accommodations for applicants with disabilities to ensure that they are able to fully participate in the application and interview process. The Connecticut General Statutes §46a-60 prohibit discrimination based on present or past history of mental disability, mental retardation, learning disability or physical disability, including, but not limited to, blindness.

The Americans with Disabilities Act (ADA) prohibits employers from asking disability related questions to employment applicants. An employer may not ask a job applicant if he or she has a disability (or about the nature or severity of an obvious disability) or whether the applicant...
will need a reasonable accommodation to perform the job. An employer also may not ask a job applicant to answer medical questions or take a medical exam before making a job offer. Questions about health problems, worker’s compensation history, prescription drug use or previous medical conditions are not allowed. Unless job-related, inquiries about height and weight should also be avoided.

An employer may ask a job applicant whether he/she can perform the essential functions of the job and how they would perform the duties associated with the position. If asked, this question must be asked of all applicants.

Employers may condition a job offer on the applicant answering certain medical questions or successfully passing a medical exam, but only if all new employees in the same job have to answer the same questions or pass a medical exam.

**Gender:**
Questions that express or imply limitations or special treatment because of an applicant’s gender are prohibited. Gender is not a bona fide occupational qualification (BFOQ) because a job involves physical labor such as heavy lifting. Candidates’ gender cannot be used as a factor for determining whether an applicant will be “satisfied” in a particular job.

You may not ask particular questions of one gender and not of the other.

**Marital and Family Status:**
Questions regarding marital status (e.g., spouse/partner’s name or employment status, whether the candidate is single, married, divorced, separated, engaged or widowed); number and/or ages of children or future child bearing plans or pregnancy, and child care arrangements are prohibited. Such questions may discriminate against women.

You may inquire if the applicant has any commitments that would preclude him or her from satisfying anticipated job schedules. This question, if asked, must be asked of all genders.

**Military Service:**
Questions regarding the type or condition of military discharge and military experience in other countries are not advised as such questions could be regarded as discriminatory or could be in violation of The Americans with Disabilities Act (ADA) which prohibits employers from asking disability related questions to employment applicants. In addition, preferring applicants with honorable discharge rather than dishonorable discharge may be seen as race discrimination by the Equal Employment Opportunity Commission (EEOC) under the disparate or adverse impact theory.
The Uniformed Services Employment and Reemployment Rights Act (USERRA) protects against discrimination on the basis of military service.

Applicants can be invited to voluntarily self-identify as a disabled or Vietnam era veteran in connection with an affirmative action effort.

You may ask questions about the branch of service and an applicant’s rank and service in the U.S. military as it relates to the position.

National Origin:
Questions regarding an applicant’s birthplace, ancestry and/or culture, or similar questions about the parents, grandparents, and spouse/partner of the candidate are not allowed.

You may ask candidates whether they are fluent in languages other than English. You may not ask a candidate’s about his or her native language or how a foreign language was acquired.

Race:
Questions about an applicant’s race or questions that would cause an applicant to disclose his/her race are not allowed. Title VII of the Civil Rights Act of 1964 forbids employment decisions based on stereotypes and assumptions about abilities, traits, or the performance of individuals of certain racial groups.

For Affirmative Action reporting purposes, applicants are asked to voluntarily self-identify their race and ethnicity (§41 CFR 60-1.12(c)) as part of the application process.

Religion:
Questions regarding an applicant’s religious denomination, affiliations, beliefs, and practices, church/place of worship or membership in religious organizations are not allowed. Title VII of the Civil Rights Act of 1964 requires employers to reasonably accommodate the religious practice of an employee or prospective employee, unless doing so creates an undue hardship for the employer.

You may not ask about a candidate’s willingness to work on a particular religious holiday but may ask about his or her ability to work a required work schedule.

Sexual Orientation:
Questions regarding an applicant’s sexual orientation are not allowed. Both the Connecticut General Statutes §46a-81c (1) and the University of Connecticut’s Affirmative Action & Equal Employment Opportunity Policy Statement prohibit discrimination on the basis of sexual orientation in the employment process.
Bona Fide Occupational Qualification (BFOQ)

Certain job requirements relating to religion, sex, national origin, or age may discriminate against members of a protected class but can still be permissible because the requirement is reasonably necessary to the operation of a business. To constitute a BFOQ, three factors are considered: (1) is the discriminatory requirement the only feasible method of revealing those unable to perform a certain job; (2) is the desired characteristic essential for the business to run successfully; and (3) does a reasonable, less discriminatory alternative exist?

BFOQs are a narrow exception to non-discrimination laws and can only be used to justify requirements based on religion, sex, national origin, or age. Race is never a BFOQ.
Interviewing – Best Practices

It is important to create a welcoming and inclusive environment for applicants during the interview process. While the search committee's purpose is to evaluate the applicant for the position, the applicant also is assessing UConn Health and determining if this opportunity is right for him/her. Positive interactions with the search committee and the interviewers may be the deciding factor for the best candidate to accept an offer.

The goals of an interview are to further evaluate candidates ranked as "Interview" based on their application materials; collect additional information on the candidate's job-related knowledge, skills, and abilities; and identify the most qualified candidate for the position. Collecting information accurately and consistently from each of the applicants gives the search committee the necessary information to objectively and equitably evaluate the candidates. Therefore, it is important to provide each applicant with substantially similar interview experiences.

Interviews via Phone/Skype:

Phone or Skype interviews are an inexpensive way to assess the qualifications of a larger group of "Interview" candidates and can be used as a first round to narrow the list of candidates to bring to campus. By using these "screening" interviews, the search committee has a larger interview list to refer back to if the first choice candidates are not selected or decline the interview or offer.

If the search committee decides to conduct phone/Skype interviews for the first round, all candidates must be interviewed using the same or comparable method. Except where unusual circumstances are present as described in the next paragraph, it is not permissible as a first round, to interview some candidates via phone or Skype and some face-to-face during the same round. For example, if a Skype/phone interview used to determine which candidates will be brought campus, local candidates must also be interviewed via Skype/phone, and not in person.

If a candidate requests an interview via phone/Skype due to geographical or other circumstances after an invitation for an in-person interview, the search committee may change interviewing methods for that candidate.

The same best practices listed below apply to a phone/Skype interview.

Preparing for an interview:

- Notify each applicant about the interview and logistics. Send a letter or e-mail confirming the interview. Sample confirmation letters are included in Recruiting Solutions and on the Office of Institutional Equity website.
- At the same time, send a decline letter or e-mail to applicants who were ranked as "Unqualified" and will not be invited for interview. Decline letters to "Qualified" applicants also may be sent
at this time for those candidates that will not be moved into the “Interview” group regardless of the outcome of the interviews.

- Provide all applicants with an interview itinerary, including names and titles of the search committee and any other individuals that the candidate will be meeting or interviewing with. Ensure that applicants are provided with parking and building locations and accurate directions to both.
- Make sure that all candidates are provided with comparable travel, transport and/or hotel arrangements. Arrange for hosts or escorts to and from campus where appropriate.
- When developing an itinerary, allow sufficient time for each candidate’s interview and time to travel to different campus locations if needed. Arrange a representative from the department or committee to accompany the candidate to other locations.
- If scheduling multiple interviews for one day, allow time between each interview for the search committee to review their notes and have an initial discussion about the candidate, and for the candidate to take a break.
- Give all candidates equal opportunity to meet with the entire search committee, department members, and other stakeholders. E.g.: If candidates coming to campus will have time meet with the department head, faculty in the department and/or the Dean, make sure that each candidate is given that same opportunity to meet with the same or substantially-positioned people.
- If the candidate will be expected to provide a job talk or presentation, ensure in advance that all technical needs are discussed at the time of scheduling and can be accommodated.
- If a candidate requires an accommodation for a disability, contact OIE for further assistance.
- Offer the candidate the opportunity to meet with a Recruitment Ambassador during the campus visit.

Developing Interview questions:

- Review OIE’s interview guidelines to ensure that all questions are non-discriminatory and legally permissible.
- Devise a core group of questions based on job-related criteria to evaluate candidates’ qualifications. Ask questions that are related that are related to the candidate’s qualifications.
- Develop questions that address all the qualifications for the position.
- Craft open-ended and behavioral questions that prompt the candidate to offer information about his/her skills and “do the talking”, as these will provide the best insight into a candidate’s qualifications for the position. Avoid questions that merely require a “yes” or “no”.
- Develop questions that will allow the committee to make an objective assessment of each candidate and minimize bias.
- Ask the same core group of questions of each candidate. This will allow for a comparative evaluation and ensure that the interview process is consistent for all candidates. Follow-up questions can be asked to clarify answers or address a candidate’s individual experience or skills.
- Determine how questions will be posed by the committee and assign questions to members where appropriate.
Consider developing a standardized form with qualification-related criteria for non-committee members to use (e.g. department members, students or those attending a job talk) for consistent candidate evaluation.

Contact OIE for further guidance or for troubleshooting.

The Interview:

- Plan for someone to greet the candidates upon arrival. Prepare a designated area where candidates can wait for the interview to begin and where the candidate will not encounter other candidates if multiple interviews are scheduled in one day.
- Introduce search committee members to the candidate prior to beginning the interview.
- Describe the format of the interview and the interview process as a whole.
- Share pertinent background information about the job, department, and University.
- Remember that the candidate should do the majority of the talking during an interview.
- Keep your reactions to a candidate’s answers to yourself. Try not to influence other search committee members as they are evaluating the applicant.
- Keep the interview moving and on time.
- Leave time for candidate questions.
- At the end of the interview, inform the candidate that you will be checking references and ask if you can pursue references not provided by the candidate.
- Describe the remainder of the search process, how candidates will be notified of the University’s decision, and the anticipated timetable.

Ensure that every University employee involved in the interview process has reviewed OIE’s guidelines and is aware of inappropriate topics. It is very important to remember that all time spent with the candidate, whether in a formal interview or in an informal social setting, spent with the candidate is considered part of the interview process. Questions that are inappropriate or illegal in an interview context must also be avoided in a social setting (i.e.: coffee, meals, car rides, one-on-one meetings).

Post-Interview
Shortly after all interviews have been completed, the search committee should meet to discuss the candidates’ qualifications based on the interviews. Evaluations of the candidates must be qualification related and based on the candidate’s performance in the interview and/or presentation combined with the strength of their written application materials.

Depending on the charge given by the hiring manager, search committees either recommend a candidate for hire or provide a ranked/unranked list of the top number of candidates specified.

Each candidate, especially those that were interviewed, has made an investment of time and resources to the search process and it is important that the candidates are treated in a manner that acknowledges that effort. Candidates that will not be considered for employment should be contacted as soon as the hiring decision is made. A decline letter should be sent from the search chair or hiring manager. Applicants in the “Qualified” group (who were not notified earlier) also should be sent a decline letter at
this time. If a decision is delayed, all candidates should be notified about the change the search’s timetable. By the end of the search, each applicant should have received a communication from the search committee or hiring manager regarding his/her status.

Following the selection decisions, the members of the search committee should discuss and evaluate the search process. Evaluating the process and results and noting successes and failures will be helpful for future searches and search committees.
Department Chair of Community Medicine and Health Care

The UConn School of Medicine is seeking an outstanding leader for the position, Chair of the Department of Community Medicine and Health Care. The Chair is expected to provide guidance and vision to an interdisciplinary department while performing as a researcher, a teacher in the department's academic programs, and a faculty colleague and mentor. Desired areas of expertise include but are not limited to health services research, public health, population health, epidemiology, public health informatics, and health disparities. This position is ideal for an energetic individual with the leadership skills and vision required to foster the health and growth of a department with diverse disciplines that values educational and research excellence. Faculty investigators engage in research on a wide range of topics including cancer epidemiology, substance use disorders, health services evaluation, health law and ethics, health behavior, public health dentistry, HIV/AIDS, and global health. The department is responsible for MPH and PhD programs in Public Health, as well as playing a significant role in the new medical and dental curriculums being currently implemented.

Candidates should possess a doctoral degree in an appropriate discipline, and have nationally recognized accomplishments in research, demonstrated capacity to secure extramural funding, commitment to training the next generation of public health and health care practitioners, significant experience in leading and fostering interdisciplinary groups, and ability to develop collaborations with public and private agencies. The successful candidate will be appointed at a rank of a tenured Associate or Full Professor.

The Chair of the Department of Community Medicine and Health Care reports directly to the Dean of the UConn School of Medicine, and is responsible for oversight of all research, educational, and administrative activities in the department. The Chair will work to enhance the funded research portfolio of the department by supporting the professional development and mentoring of faculty, play a major role in institutional governance, and promote departmental and institutional financial integrity and diversity.

UConn Health is located in Farmington, CT. It is a vibrant, integrated academic medical center that is in an era of unprecedented growth. The campus is a key component of the BioCen Connecticut Initiative a bold plan to strengthen Connecticut’s leadership in bioscience innovation (http://biocen.cntchc.edu). UConn Health has partnered with the Jackson Laboratory for Genomic Medicine as part of a major initiative in genomics, with state-of-the-art and renovated research laboratories.

Interested applicants should submit a cover letter indicating research interests, vision for the Department and description of leadership/mentoring style (maximum of 2 pages), and a curriculum vitae in a single pdf file to the UConn Health Employment Services website (Search no. 2018-819). https://jobs.uchc.edu. Please address questions to the search committee chair, Dr. Eric Mortensen (mortensen@uchc.edu). Applications will be accepted and reviewed until the position is filled.

UConn Health is an Affirmative Action and an Equal Opportunity Employer, who encourages males, females, veterans, minorities and persons with disabilities to apply.

ASPH.org (PublicHealthJobs.org) - $25.00 for 60 days
APH Assoc. website (APHA.org) - $390.00 for 30 days
Chronicle of Higher Ed. - $375.00 for 60 days
APTR.org (Association for Prevention Teaching & Research) - $50.00 for 60 days
AMC (American Medical College) - $395.00 for 30 days
NIH – Unable to post to site
Sleep/Pulmonary Physician

The Department of Medicine, Division of Pulmonary, Critical Care and Sleep Medicine at the University of Connecticut is seeking applications from outstanding Board Certified Sleep/Pulmonary physicians. Appointment will be at the rank of Assistant or Associate Professor. The candidate must be Board Certified in Sleep Disorders and Board Eligible in Pulmonary Medicine and Critical Care. The successful candidate will have responsibility as the Medical Director of the UConn Health Sleep Disorders Center, a comprehensive multi-disciplinary center that performs approximately 1000 sleep studies per year and cares for patients with all types of sleep disorders. The individual will interpret sleep studies, care for outpatients with sleep disorders and will be responsible for ensuring high quality, efficient care and ensuring compliance with UCONN Health policies and procedures. There will also be opportunity to attend in the medical-surgical ICU of the John Dempsey Hospital, and attend on the inpatient pulmonary consult service with other members of the Division of Pulmonary, Critical Care and Sleep Medicine. He/She will see outpatients with pulmonary disorders in the Pulmonary office practice and will play an active role in teaching medical students, residents and fellows who rotate through the inpatient and outpatient services.

Interested candidates should submit a cover letter and curriculum vitae at https://jobs.uchc.edu; search no. 2018-0318.

UConn Health is an affirmative action employer, in addition to an EEO and AFFIRMATIVE ACTION employer.

Chest Journal (ACCP)
Size: 1/4 page (3.25” x 4.75”)
Issue: March
Deadline: 1-18
Price: $1,475.00 - includes 30 days on myHealthTalent.com

American Journal of Respiratory and Critical Care Medicine
Size: 1/4 page (3.375” x 4.75”)
Issue: February 2nd
Deadline: 1-8
Price: $1,450.00

Online only:
Chest Journal (MyHealthTalent.com) - $425.00 for 30 days
UCONN HEALTH

Division Chief of the Nephrology Division

UCONN Health has an opportunity available for a Division Chief of the Nephrology Division, to join an academic unit at the University of Connecticut at the Associate Professor/Professor level in the In-residence track. We offer a collegial environment, faculty appointment, competitive salary and benefits. Candidates for this position should have a strong interest in teaching, research, resident/medical student supervision and fellowship training. Must be BC in Nephrology. Individuals with a history of extramural funding is preferred. No J1 or H1 visas.

The individual will have responsibility and lead the division overseeing faculty recruitment and advancement, serve as Chief Clinician for both hospital and practice activities, manage educational affairs and faculty scholarship or research initiatives of UCONN Health. The individual will contribute to the inpatient consulting service, the nephrology outpatient service including dialysis, administration and leadership, and teaching activities for residents, fellows and students.

The University of Connecticut School of Medicine will be adding new faculty members over the next few years as part of an exciting new initiative (BioScience Connecticut), has just completed construction of a new patient care hospital tower, outpatient pavilion, renovation of research space, and will be expanding the medical student class size.

Interested candidates should submit a cover letter and curriculum vitae at https://jobs.uconn.edu, search no. 2018-260.

UConn Health is an affirmative action employer, in addition to an EEO and M/F/V/P/D/V employer.

Journal of the American Society of Nephrology
Size: 1/4 page (3.375 x 4.875")
Issue: December
Deadline: 10-24
Price: $1,435.33

New England Journal of Medicine
Size: 1/4 page (3.25" x 4.875")
Issue: 11-9-17
Deadline: 10-20
Price: $3,199.00 - includes web

Online only:
✓ New England Journal of Medicine - $775.00 for 30 days
✓ Journal of the American Society of Nephrology (https://www.asn-online.org/) - $450.00 for 30 days
3 Faculty Positions, University of Connecticut School of Medicine

**Assistant or Associate Professor, Tenure-track**

The Department of Cell Biology invites applications from outstanding individuals working in the area of cell biology (search code 2016-379). Candidates' research should be aimed at addressing fundamental questions related to cellular, molecular, or physiological mechanisms of biological or biomedical relevance. We are particularly interested in research concerning cells in their native tissue environments. Questions regarding this search should be addressed to cellsearch@uchc.edu.

The Department of Neuroscience invites applications from highly motivated investigators addressing key questions in neurodevelopment, synaptic or cognitive dysfunction, or neuroinflammation (search code 2018-1118). Candidates interested in deciphering disease etiology, molecular mechanisms, or carrying out translational studies focused on neurodegenerative diseases, vascular dementia, neuroinflammatory disorders, or neural regeneration will complement the strengths of this department and are particularly encouraged to apply. Questions regarding this search should be addressed to neurosearch@uchc.edu.

The Department of Genetics and Genome Sciences invites applications from candidates focused on a cutting-edge area of contemporary genetics and/or genomics (search code 2019-069). Areas of particular interest include, but are not limited to single-cell genomics, RNA genomics, epigenetics, genome editing and engineering, synthetic genomics, genome technology, and computational genomics. Questions regarding this search should be addressed to genetics@uchc.edu.

The University of Connecticut School of Medicine has a highly interactive research environment with interdisciplinary graduate and medical science training programs. The environment is enhanced by generous support from the State’s BioScience Connecticut Initiative and by the newly established Jackson Laboratory for Genomic Medicine on our campus.

ALL APPLICATIONS SHOULD BE SUBMITTED VIA THE UCONN HEALTH EMPLOYMENT SERVICES WEBSITE http://jobs.uchc.edu using the appropriate search code. Applications should include a cover letter, curriculum vitae, research plan, statement of teaching interests, and names and addresses of 3 references. Applications will be continuously reviewed until the positions are filled.

**UConn Health is an affirmative action employer, in addition to an EEO and M/F/V/PWD/PV employer.**

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Nature - $699.00 for 60 days

American Society for Cell Biology - $365.00 for 30 days (Enhanced posting)

Indeed - $400.00 for 30 days
Surgical Pathologist

The Department of Pathology and Laboratory Medicine at the University of Connecticut is seeking a surgical pathologist with an interest in one of the subspecialties (Gyn, GI or GU) for appointment at the rank of assistant professor. Candidate must hold an M.D. and board certification in Anatomic Pathology, and is required to hold or to be eligible for a current license to practice medicine in the State of Connecticut. Board certification with Cytopathology subspecialty is desirable.

Approximately 9,000 surgical pathology and 8,500 cytopathology cases (gynecologic and non-gynecologic cytology) are accessioned into the department annually.

Clinical duties include sign-out responsibilities in surgical and autopsy pathology, as well as frozen section analysis. The successful candidate will be expected to participate in medical student education, in training clinical residents and fellows and actively participate in clinical, translational and/or basic research projects. The applicant must qualify for a faculty appointment at the School of Medicine of the University of Connecticut.

Applicants should submit a letter, curriculum vitae and the names (with addresses and email addresses) of at least three references. Information should be submitted via this website https://jobs.utc.edu/CSS_External/CSSPage_Welcome.asp. Search number 2018-1234.

UConn Health is an affirmative action employer, in addition to an EEO and M/F/N/PWD/PV employer.

College of American Pathologists
(CAP) website
Duration: 30 days
Price: $350.00
American Journal of Clinical Pathology
Size: 1/4 page (3.375" x 4.375")
Issue: September 2018
Deadline: 7/13
Price: $970.00

American Society for Clinical Pathology
(ASCP) website
Duration: 30 days
Price: $350.00
SEARCH ANNOUNCEMENT

FACULTY POSITION IN SENESCENCE BIOLOGY
UNIVERSITY OF CONNECTICUT SCHOOL OF MEDICINE

The UConn Center on Aging at the University of Connecticut School of Medicine is seeking an outstanding scientist for a tenure-track/tenured faculty position in senescence biology. Our multidisciplinary faculty conducts world-class research to improve function and independence in late life, supported by a research portfolio of more than $5 million per scientist (http://health.uconn.edu/aging/). UConn Health (UCH), located in Farmington, CT, is a vibrant, integrated academic medical center that is in an era of unprecedented growth. The UCH campus is a core component of the Bioscience Connecticut Initiative: a bold plan to strengthen Connecticut’s leadership in bioscience innovation (http://biosciencect.uchc.edu). UCH has partnered with the Jackson Laboratory for Genomic Medicine as part of a major initiative in genomic medicine, with state-of-the-art new and renovated research laboratories on the UCH Campus.

Minimum Qualifications:
- Completion of all requirements for a Ph.D. in an appropriate field. MD or equivalent foreign degrees are acceptable.
- Relevant postdoctoral research experience.
- Track record of high quality research and publications addressing senescence biology from the perspective of basic biological mechanisms

Preferred Qualifications:
- Studies addressing the role of senescence in common chronic diseases of aging.
- Demonstrated ability to collaborate with clinical investigators in the conduct of translational projects involving human subjects and/or human samples.

Candidates should apply by submitting a cover letter indicating interest, a curriculum vitae and 3 references through the UConn Health Employment Services website, https://jobs.uchc.edu. Search no. 2017-1157. Please address questions to the search committee chair, Dr. George Kuchel (kuchel@uchc.edu), c/o Robin Addison (addison@uchc.edu). Applications will be accepted and reviewed until the position is filled.

UConn Health is an Affirmative Action and Equal Employment Opportunity employer, who encourages Males, Females, Veterans, Minorities and Persons with Disabilities to apply.

PhD Jobs - $195.00 for 90 days
Science Careers - $550.00 for 8 weeks
University of Connecticut

Assistant Professor Glaucoma

The University of Connecticut's Division of Ophthalmology is inviting applicants with fellowship training in Glaucoma to apply for an Assistant Professor position in our growing multispecialty practice.

The successful applicant will be devoted to clinical and surgical excellence as well as expertise and firm commitment to medical student and resident education. Research interest is preferred. The applicant will join a growing team of ophthalmologists in an academic practice that includes cornea and external disease, immunology and uveitis, orbit and oculoplastics, medical retina, and neuro-ophthalmology specialists.

The University campus is located in a beautiful suburban setting and we have recently moved to a state of the art suite in our newly constructed clinical tower. The practice includes satellite locations and there are many cultural and recreational experiences nearby. The successful individual will join a team interested in bringing expert care to our patients and positive growth to our practice.

Candidates interested in this excellent opportunity should be board-certified or board-eligible and can apply at https://jobs.uchc.edu/ search 2014-869 and 2014-870. A cover letter, resume and other documents can be uploaded through the site.

Please address inquiries to:

Jeanine Suchecki, MD, Division Chief
Email: fssuchecki@uchc.edu

Website: https://jobs.uchc.edu/

The University of Connecticut is an Affirmative Action/EEO Employer, M/F/V/PwD

AAO.org - $400.00 for 30 days
$600.00 for 60 days
Neurology Faculty

"UConn Health" is offering a faculty position in Neurosurgery. Applicants must be certified or eligible for certification by the American Board of Neurological Surgeons and be able to obtain a CT medical license. The successful applicant will participate in general neurosurgery care. Subspecialty training is preferred, particularly functional neurosurgery, though all subspecialties will be considered. The University of Connecticut offers ample opportunities for teaching and research.

Interested applicants should apply at https://jobs.uchc.edu/CSS_External/CSSPage_Welcome.asp, search number 2017-1105, and upload a cover letter and CV in the system. Questions regarding this search should be addressed to Ketan R. Bulsara, MD, MBA, Chief, Neurosurgery, University of Connecticut, email: bulsara@uchc.edu.

UConn Health is an affirmative action, EEO and M/F/A/PW/PV employer.
UConn Health
Farmington, Connecticut

**Director, Ambulatory Practice Operations**

Excellence, Teamwork, Leadership and innovation. These are the values that define UConn Health, and we are looking for team members that share these same values. Our top rated organization is looking to add a Director of Ambulatory Practice Operations to our team. If you have a background in this unique field, as well as a passion for patient experience and employee engagement, we want to hear from you.

**COMPREHENSIVE BENEFITS HIGHLIGHTS:**
- Industry-leading health insurance options and affordability
- Generous vacation and sick-time plans
- 12 Major and Minor Holidays off per year
- Multi-channel retirement options (pension and match options)
- Tuition waiver and reimbursement for employees and qualified family members
- Quick commute access from I-84, Rte 9 and surrounding areas
- Progressive leadership and educational development programs available

**Scope of Position:**
This position is responsible for providing support to practice operations for UConn Medical Group. Duties include planning, directing and overseeing the administrative, financial, strategic and contracting functions within the medical group. This position will travel to different facilities, West Hartford, East Hartford, and Southington. Farmington is the main practice site.

**Supervision Received:**
Reports to the Vice President of Ambulatory Operations

**Supervision Exercised:**
Provides leadership and oversight to Practice Managers, Assistant Nursing Managers and or Clinical Coordinators

**Accountabilities & Responsibilities:**
- Oversees the operations of assigned practices and service delivery focusing on safety, patient satisfaction, quality, and solid financial management and oversight.
- Ensure ongoing programmatic excellence, rigorous program evaluation and consistent quality outcomes, as well as recommend timelines and resources needed to achieve strategic goals. Develops an operational plan which incorporates goals and objectives to achieve the strategic direction of the organization.
- Develops, plans and implements policies and procedures in support patient care activities in the UMG practices.
- Collaborates with department chairs and heads of programs to maintain a high level of quality in the practices.
- Provides direction to supervisory/managerial staff in managing their respective sections and offers advice and guidance in handling special operations and administrative matters.
- Serves as a leader to all levels of administration, providers and outside organization in the coordination of the patient care functions.
- Determines appropriate staffing levels; provides training and assistance for staff.
- Ensures all staff are functioning at the highest level of their licensure or training and responsibilities.
- Conducts performance evaluations of direct staff and oversees performance evaluation for all staff.
- Conducts professional needs assessments.
- Directs human resource activities of departments including discipline, grievances, hiring and participates in all nursing recruitment and retention.
- Serve as a key strategic operations leader for labor management team and collective bargaining responsibilities.
- Prepares and monitors departments' budget; responsible for overseeing all aspects of revenue cycle within assigned clinics and ensuring appropriate clinical documentation for effective billing procedures.
- Works closely with physicians on clinic processes and procedures to ensure effective integration between all members of the clinical team.
- Manages patient concerns and issues, resolving them in a timely manner and reviewing all patient concerns to determine how to limit future recurrences.
- Develop, implement and manage operating and capital budgets of assigned services demonstrating effective stewardship of resources and achieving annual goals.
- Apply current knowledge and understanding of regulations, industry trends, current best practices, new developments, and applicable laws regarding assigned departments for operational and financial effectiveness. Ensures regulatory compliance for all areas of responsibility which may include Joint Commission, DPH and other regulatory agencies. Follow all local, state, federal law and hospital policies.
- Serve on various committees
- Performs related duties as required.

Minimum Qualifications Required
Knowledge, Skills And Abilities:
Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of business/health care administration; considerable knowledge of relevant State and Federal laws, statutes and regulations; understanding of managed care and group practice operations; considerable knowledge UCHC policies and procedures; considerable knowledge of effective workforce utilization and development; considerable knowledge of health care delivery systems, practitioners and/or providers; considerable interpersonal skills; considerable oral and written communication skills; organizational, analytical and presentation skills; computer, word processing and spreadsheet skills; administrative and people management abilities.

GENERAL Experience & Training Requirements:
- A Master's degree in a related discipline (i.e., business administration, finance, health care management, and nursing), nursing preferred. Or, actively enrolled in a Master's program in a related discipline (i.e., business administration, finance, health care management, and nursing).
- Six (6) years professional experience working in an ambulatory group practice or integrated health care system.
- At least two (2) years of the experience in a supervisory/management capacity is required.

PREFERRED: licensed RN with management experience

Working Conditions:
Will include travel to multiple sites, which include Farmington, West Hartford, East Hartford, and Southington. required to travel within the State in the course of their daily work

SCHEDULE: 40 hour work week, must be flexible for off sites, holidays and hours as needed for operations.

SALARY: TBD

Why UConn Health
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UConn Health is an affirmative action employer, in addition to an EEO and M/F/V/PWD/PV employer.

All employees are subject to adherence to the State Code of Ethics which may be found at [www.ethics.state.ct.us](http://www.ethics.state.ct.us)

Apply: visit [https://jobs.uconn.edu/CSS_External/CSSPage_Welcome-aspx](https://jobs.uconn.edu/CSS_External/CSSPage_Welcome-aspx) and enter Search Code: 2019-524.

LinkedIn - $199 for 30 days
AMQA.org - $350 for 30 days
Physical Therapist 2

Department: Rehab Services – Outpatient
Search Code: 2018-255

At UConn Health, patient experience and innovative healthcare is paramount. UConn John Dempsey Hospital is the only hospital in the Farmington Valley awarded an "A" patient safety rating by The Leapfrog Group. This Hospital Safety Score is the gold standard rating for patient safety, compiled under the guidance of the nation’s leading patient safety experts. If you are a Physical Therapist with a passion for delivering best-in-class patient experience, we are looking for you.

UConn Health is looking for a highly skilled Physical Therapist with experience in Spine Therapy and a passion for patient experience. At UConn Health, this class is accountable for independently performing the full range of tasks in the implementation and development of Physical Therapy programs and will work in Rehab Services located in Farmington, CT.

COMPREHENSIVE BENEFITS OFFERED:
- Industry-leading health insurance options and affordability
- Generous vacation and sick-time plans
- Multi-channel retirement options (pension and match options)
- Tuition waiver and reimbursement for employees and qualified family members
- Quick commute access from I-84, Route 9 and surrounding areas
- State of the art facility and campus environments
- Progressive leadership and educational development programs available

SCHEDULE: Full time, primarily Monday - Friday, 7:30 a.m. to 4:00 p.m. and 10:30 a.m. to 7:00 p.m., weekends & holidays may be required, 30 minute unpaid meal break.

EXAMPLES OF DUTIES:
- Develops and implements physical therapy treatment programs for physically disabled adults, pediatrics, psychiatry and substance abuse patients in both inpatient and outpatient settings
- Serves as consultant or clinical advisor to other staff
- Recommends program changes to caregiver’s as appropriate
- Participates in department management
- Maintains records and schedules
- Participates in assigned clinics, rounds and patient conferences
- Develops and implements clinical learning experiences for residents and students
- Attend and participate in departmental and in service meetings
- Maintains patient confidentiality
- Supports quality assurance activities
- Performs other duties as required.

MINIMUM QUALIFICATIONS, KNOWLEDGE, SKILLS, ABILITIES:
- Knowledge of the principles and practices of physical therapy
• Knowledge of anatomy, physiology, kinesiology, neurology, neuroanatomy, general and abnormal psychology, group dynamics, human development, pharmacology
• Considerable knowledge of relevant agency policies and procedures
• Considerable knowledge of community resources
• Considerable interpersonal skills, oral and written communication skills
• Ability to instruct others in principles and practices of physical therapy
• Ability to gain confidence, interest, and cooperation of physically, mentally and/or developmentally disabled clients
• Considerable ability to plan and implement a comprehensive physical therapy program.

EXPERIENCE AND TRAINING:
General Experience:
• Bachelor Degree in Physical Therapy
• Two (2) years' experience as a Physical Therapist

SPECIAL REQUIREMENTS:
Employees in this class will be required to possess and maintain current licensure in the State of Connecticut. Employees in this class may be required to travel within the State of CT in the course of their daily work.

PREFERRED QUALIFICATIONS:
• Advance Masters Degree or a Doctorate of Physical Therapy with 5 years' experience focusing on ortho and ortho spine clients
• Experienced in the development of Clinical Practice Guidelines and Clinical Research
• Orthopedic Clinical Specialist (OCS) and/or Fellow American Academy of Orthopedic Manual Therapist (FAAOMPT)

WORKING CONDITIONS:
Incumbents in this class may be exposed to some risk of injury or physical harm, and to moderately disagreeable conditions while providing treatment to patients

SUPERVISION RECEIVED: Works under the general supervision of a staff member of higher rank

SUPERVISION EXERCISED: May lead/supervise staff of lower rank or other staff as assigned.

MINIMUM full time equivalent salary: TBD

TO APPLY: https://jobs.uconn.edu/CSS_External/CSSPage_Welcome.asp

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CTPT.org - $249.00 for 30 days
UConn Health is looking for a highly skilled **RN Clinical Case Manager** with experience in acute healthcare and a passion for patient experience. This highly desirable position is located at the John Dempsey Hospital.

Benefits of this position include:

- Competitive pay structures
- Industry leading, affordable access to medical, dental, vision, life and retirement benefits
- Tuition waivers and reimbursements for self and dependents
- Easy access to I-84, Rte 9 and surrounding Greater Hartford communities
- Organizational culture focused on diversity and inclusion, innovation and patient experience
- State of the art, award winning campus environment with ideal parking

**SCHEDULE:** 40 hours/week, predominantly M-F 3pm – 11:30pm with rotating holidays, occasional weekend shifts, and on-call.

**MINIMUM QUALIFICATIONS, KNOWLEDGE, SKILLS, ABILITIES:**

- Knowledge of the principles and practices of case management.
- Knowledge of various disease modalities and expected and adverse outcomes of therapeutic interventions.
- Knowledge of standards of practice for interdisciplinary delivery of patient care.
- Excellent interpersonal and oral and written communication skills.
- Problem solving skills and the ability to establish priorities and manage effectively.
- Ability to elicit relevant information and cooperation of patients and staff, and to adapt teaching methods to individual needs.
- Supervisory ability.

**MINIMUM REQUIREMENTS:**

- Candidates must possess and maintain or be eligible for a current RN license in the State of CT.
- Graduation from an accredited nursing program.
- Bachelor’s degree in nursing with three years’ experience in relative specialty.
- Minimum 2 years case management experience.

**PREFERRED REQUIREMENTS:**

- Master’s degree in Nursing

**EXAMPLES OF DUTIES:**

- Assess patient/family clinical status needs related to medical diagnosis, treatment plan, treatment providers, treatment options, financial resources and discharge planning needs.
- Facilitates and secures all post-acute care referrals for homecare, DME, LTACH, Hospice and skilled nursing facilities.
- Facilitates transitions within the hospital as well as direct admissions and transfers from other facilities as it relates to clinical bed management.
- Interprets critical data and makes recommendations to effect improvement in outcomes based on trends in inappropiate, inefficient or costly utilization.
- Intervenes to suggest creative options for inappropriate admissions; documents case manager intervention and comparison to established criteria for medical necessity.
- Establishes ongoing dialogue with patient/family to determine if patient’s needs are being met.
- Monitors critical aspects of care affecting reimbursement.
- Provides point of contact for community physicians, staff, payers and patient regarding plan of care and questions related to discharge and resource utilization.
- Develops collaborative relationships with home care agencies or post-acute facilities to provide appropriate clinical documentation (e.g., PPS) and to support quality patient care.
- Performs other related duties as required.
- Performs a full range of tasks in providing nursing care to assigned patients.

FULL TIME EQUIVALENT SALARY MINIMUM: $77,438

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To apply for this RN Clinical Case Manager position located in Farmington, CT, 06018-805, you may use the Candidate Self-Service (CSS) online application. After submitting your application, you may also have the opportunity to upload a cover letter, a resume, and references. You MUST have these documents available at the time of application. To complete an application, please visit https://jobs.uconn.edu/CSS_external/CSSPage_Welcome.asp Search #: 2018-805.

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LinkedIn - $199.00 for 30 days
Tenure Track Faculty Positions in Biomedical Engineering at the University of Connecticut
UConn Health Campus in Farmington, CT

The University of Connecticut (UConn) will be seeking two new tenure-track faculty in the Department of Biomedical Engineering on the UConn Health (UCH), Farmington, CT campus. Positions may be filled at the Assistant Professor, Associate Professor or Professor rank, commensurate with experience and scholarly achievement. Applications are now being accepted with anticipated start dates in fall 2018.

The University of Connecticut is in a transformational period of growth supported by the $1.7B Next Generation Connecticut (http://nextgenct.uconn.edu/) and the $1B Bioscience Connecticut (http://biosciencect.uhc.edu/) investments and a bold new Academic Plan: Path to Excellence (http://issuu.com/uconnprovost/docs/academic-plan-single-hi-optimized_1). As part of these initiatives, UConn has hired more than 450 new faculty across all ranks during the past four years and elevated Biomedical Engineering to department status. Biomedical Engineering has 33 faculty members (https://www.bme.uconn.edu/faculty-staff/core-faculty) on both the Storrs and Farmington campuses, under the leadership of Professor Ki Chon, PhD, head of BME. The Department of Biomedical Engineering at Farmington just completed major renovations to all offices, laboratories and common areas. UConn Health’s position in New England provides access to a wide range of pharmaceutical firms, medical device manufacturers, the insurance industry involved in these areas, and incubator support and space for start-ups.

Applications are invited from strong candidates that can benefit and contribute within the health science environment at Farmington. A preference may be given to those that can contribute to translational solutions for tissue and organ regeneration that complements strong existing strengths at UConn Health in musculoskeletal, craniofacial and oral/dental tissues, biomaterials, biophotonics, cell modeling and stem cell biology. Expertise is sought in the following areas, but not limited to: biofabrication, including bioprinting and microfluidics; vascular and neural tissue engineering; tissue bioreactors; inflammatory cell/biomaterial interactions; developmental/regenerative engineering; and optical and computational technologies extended to tissue and organ scales. In addition to biomedical engineers, cell and matrix biologists, immunologists and geneticists with a proven interest in applying their scientific approach to engineering solutions would also be competitive applicants. Those with an entrepreneurial spirit with experience in the development and commercialization of Intellectual property are also encouraged to apply. Additional collaborative opportunities exist with faculty at the Jackson Laboratory for Genomic Medicine (JAX-GM). This world-renowned research institution has recently opened a new facility on the Farmington campus and strong candidates with research goals in line with JAX priorities: such as, big data analysis of wearable sensor data or computational analysis of the human microbiome may be selected to interview for a possible joint appointment between UConn Health and JAX-GM.

Candidates will have a full time academic appointment in the Department of Biomedical Engineering, School of Dental Medicine, with secondary appointments as appropriate. Candidates should have a doctoral degree, outstanding record of research, extramural funding, a vision for excellence, a strong
collaborative spirit, teaching experience, a deep commitment to promoting diversity through their educational and research programs, and enthusiasm for helping to grow a new BME department.

Applicants should upload a full CV that includes a complete record of federal funding and journal publications; a 2-page vision statement regarding their evolving and future research opportunities and how they envision interacting with existing expertise at UConn Health; and the names, addresses, e-mail addresses and telephone numbers of 5 references. Applicants please go to https://jobs.uchc.edu/, search code 2017-625; Applicant screening will begin immediately.

The positions will remain open until filled. For additional Information about the application process please contact Joyce L. Smith, Director, Compensation & Performance Improvement at jsmith@uchc.edu or (860) 679-1784. For additional Information about this Job Description please contact Jon Goldberg, PhD, Chair of the Search Committee for Biomedical Engineering – UConn Health at goldberg@uchc.edu or (860) 679-4455.

UConn Health is an Affirmative Action/Equal Employment Opportunity Employer M/F/V/PwD

Polychromat Positions - $1,185.00 for 90 days premium
Job Express Position Search Results

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- Project Manager II, Campus Planning
  UConn Health, Farmington, Connecticut

Project Manager II, Campus Planning
UConn Health

Search Code: 2019-097
Department: Campus Planning

COMPREHENSIVE BENEFITS HIGHLIGHTS:
- Industry-leading health insurance options and affordability
- Generous vacation and sick-time plans
- 12 Major and Minor Holidays off per year
- Multi-channel retirement options (pension and match options)
- Tuition waiver and reimbursement for employees and qualified family members
- Quick commute access from I-84, I-91 and surrounding areas
- Progressive leadership and educational development programs available

SUPERVISION RECEIVED:
Works under the general direction of an employee of higher grade

SUPERVISION EXERCISED:
Supervises support staff as assigned.

EXAMPLES OF DUTIES:
Manages the design process, construction activities, purchasing efforts and users needs related to capital projects associated with UConn Health; insures that the assigned projects are delivered within budget and on schedule; collaborates with appropriate parties on developing creative solutions to driving issues; reviews all designs, plans, and specifications with the parties and administration; obtains necessary authorizations to proceed; coordinates all construction with personnel in areas affected by the construction; conducts periodic site reviews for quality and progress; consults with other project design and management staff as necessary; attends project meetings and reports results as appropriate; maintains up-to-date reports/data for budget and schedule data; reviews all change orders obtain signatures on documentation; coordinates all acceptance tests, punch lists, walk through, or other inspections of UCHC projects to determine compliance with codes, standards and plans, and specifications; coordinates the occupancy and/or startup of all areas or equipment after Certificate of Occupancy (CO) or its equivalent is received; serves as a resource to other Project Managers; negotiates contracts, monitors and facilitates resolution of construction contract disputes and claims; assists in the development of new standards of practice for Project Management activities; keeps abreast with Industry standards, practices and 3 best practices; performs related duties as required.

MINIMUM QUALIFICATIONS REQUIRED:
KNOWLEDGE, SKILL, AND ABILITY:
- Knowledge of architectural principles as obtained through an architectural degree program; professional or advanced degree; considerable knowledge of project management; knowledge of state design codes and national standards; knowledge of laws governing construction permits; knowledge of building materials; knowledge of contract documentation; knowledge of budget and financial processes; considerable interpersonal skills; oral and written communication skills; organizational skills; skill in the use of industry related technologies and tools including computer applications and professional office applications; ability to analyze complex problems utilizing both theoretical knowledge and experience to obtain solutions; considerable administrative ability; ability to maintain records and prepare reports; considerable ability to read and interpret plans and specifications for comparison with construction progress; mathematical ability; ability to resolve technical and management issues at all levels internal and external to the health center.

EDUCATION AND TRAINING:
GENERAL EXPERIENCE:
Bachelor's degree in architecture, construction management, engineering or related technical field and five (5) years broad experience in a combination of large scale construction/project management and design/implementation.

SUBSTITUTIONS ALLOWED:
Master's degree in architecture or engineering or related field may be substituted for one (1) year of the general experience.
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Apply Here

P10573025

Search Again
Job description

This position is responsible for performing all functions required to support day-to-day data security operations, including supporting and maintaining a broad suite of information security technologies, including monitoring compliance with IT security policy, and coordinating the investigation and reporting of security incidents. Plans, designs, installs, and maintains security systems in support of security policies. Work with Information Technology staff and UConn Health constituents to assess risk and address security issues.

Supervision Received:
Director, Information Security

Supervision Exercised:
None

COMPREHENSIVE BENEFITS OFFERED:
- Industry-leading health insurance options and affordability
- Generous vacation and sick-time plans
- Multi-channel retirement options (pension and match options)
- Tuition waiver and reimbursement for employees and qualified family members
- Quick commute access from I-84, I-91, and surrounding areas
- State of the art facility and campus environment
- Progressive leadership and educational development programs available

Schedule: 40 hrs per week, Mon - Fri, 8:00a.m. - 5:00p.m. with a one hour unpaid meal break

Duties & Responsibilities:
- Define and lead the implementation of and monitor security systems and controls for the protection of UConn Health critical technology and data resources
- Monitor for and respond to anonymous network traffic behavior
- Plans and designs security architecture.
- Implement security policies and standards, review application security; application access control and data safeguards
- Design, evaluate, and support the assessment and authorization processes to include documenting and validating security controls of new technologies, systems and devices
- Perform integration work, including writing scripts and the development of automation around detection and remediation activities

Seniority Level:
Mid-Senior level

Industry:
Higher Education

Employment Type:
Full-time

Job Functions:
Education

https://www.linkedin.com/jobs/view/8132977678?refId=fa320d2d-7bd...p_jobs-twn pane_job_title&lei=5%3Fisi%3Bqvw7v&hl=ds&trk=...
Implement and operate vulnerability management and security log collection and monitoring tools, analyzing data from those tools and providing recommendations for security improvements to existing processes and technology.

- Perform penetration testing
- Participate in and lead incident response efforts
- Respond to internal and/or external reports, events and incidents
- Performs other related duties as required

Knowledge, Skills & Ability:
- Expert knowledge of TCP/IP, common protocols and standards
- Substantial knowledge in one or more technical/forensic tools
- Knowledge of relevant State statutes and Federal regulations
- Excellent organizational and interpersonal skills
- Ability to identify signs of an intrusion or infection on a variety of systems
- Ability to communicate effectively (oral and written)
- Ability to critically evaluate internal and external factors and examine issues and plan with long-term perspective

General Experience & Trainings:
- At least 8 years of system/network security experience, including threat modeling, threat assessments, risk identification techniques and penetration testing. Demonstrated experience with malware remediation
- Application and database security experience, including code reviews.
- Experience with planning, deployment and operation of large enterprise security management tools such as IDS/IPS, advanced anti-malware, DLP, encryption, anti-virus, firewalls, NAC, etc.
- Experience with SIEM and event correlation, including log analysis and interpretation
- Experience with Certificate Authorities, key management systems and encryption
- Hands on experience with NMAP, vulnerability scanners, Kali, Metasploit, Wireshark, Kippo
- Considerable knowledge of HIPAA, PCI DSS, GLBA, FERPA and industry security standards

Substitution:
- Bachelor's degree in Computer Science or related discipline may be substituted for four years of the experience.

Preferred Qualifications:
- Bachelor's degree in computer science or related discipline.
- SANS GIAC, CISSP, MCSE, PMP, ITIL certifications are a plus.
- Experience in an academic medical center.
- CISSP

Working Conditions:
May require after hours support.

To apply:
https://jobs.uconn.edu/

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NHFNP/W/DIV employee.

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1

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Meet the team

Mike Wilson - 3rd Super Computing Systems Architect

Michael Petruzzi - 3rd Infrastructure Architect-Mobility at UConn Plantville, Connecticut

Background

[ ] Rensselaer Polytechnic Institute
[ ] University of Connecticut Health Center

See all

https://www.linkedin.com/jobs/view/813267678/?trkId=fa320d2d-79d...&jobs-two_pane_job_ufId&lic=5%2F15%2B9yQVW7hJHP108meC1X3X3D
Are you an experienced talent acquisition expert with the ability to find and attract skilled candidates in the ever-changing market? Are you looking to add value to an organization that thrives on innovation and excellence? If so, UConn Health wants to speak with you!

**The Talent Acquisition Specialist** at UConn Health is responsible for the execution of full life cycle recruiting activities, as well as managing the candidate experience. This role will have full talent acquisition responsibility for the Registered Nurse and Advanced Practice Provider segments at UConn Health’s John Dempsey Hospital. Additional segments may be assigned.

**What’s in it for you?**
- Competitive salary structure
- Industry leading, affordable access to health benefits – plans with no high deductibles available
- Choice of a pension retirement plan or high-match standard retirement option
- Tuition waivers and reimbursements for self and qualified dependents
- Easy access to I-84, Rte 9 and surrounding Greater Hartford communities
- Organizational culture focused on diversity and inclusion, innovation and patient experience
- State of the art, award winning campus environment...and more

**Schedule:** Full time MONDAY – FRIDAY, flexibility to work one of the following shifts: 7:30-4p (30 min lunch), 7:30-4:30p (60 min lunch), 8a-4:30p (30 min lunch), 6a-5p (60 min lunch)

**Salary:** Negotiable based on experience and expertise

**Reporting Relationship:**
Reports to Director of Talent Acquisition

**Duties & Responsibilities:**

- Develops fully integrated recruitment plan based on department needs and service agreements.
- Executes recruitment plan by aggressively recruiting for well-qualified candidates from a variety of sources, managing selection process to include interviewing, assessing candidates, screening, and recommending finalists, and filling the staffing needs within the defined service and performance criteria.
- Advises hiring managers regarding orientation, benefits, compensation and payroll; provides basic benefits information to hiring managers and candidates.
- Trains departmental hiring managers on recruitment processes and interviewing techniques.
- Develops and reviews diversity plan with focused recruitment strategies.
- Ensures compliance with collective bargaining agreements regarding job posting and selection of internal candidates.
- Establishes, cultivates and maintains ongoing relationships with hiring managers in order to understand the department and its recruitment needs.
- Collaborates with the HR Consultants and other staff in the creation, development, and maintenance of retention strategies in specific job areas.
• Participates in and promotes UConn Health at a variety of recruitment functions such as job fairs, university and college career days, and career events targeted for special populations.

• Collects and analyzes data on demographics and hiring activity for use in designing recruitment plans.

• Participates in exit interviews and recall rights process.

• Remains current on union contracts, federal, state and local employment laws and applies knowledge appropriately in day to day work.

• Works with employees to identify appropriate career paths.

• Performs other related duties as assigned.

Knowledge, Skills & Abilities Requirement:
• Knowledge of full lifecycle recruitment process.
• Comprehensive knowledge of laws, acts and regulations associated with employment laws and their application to recruitment processes and transactions.
• Basic knowledge of labor unions, and human resource functional areas
• Ability to deliver high levels of customer service when dealing with positions that require multiple months to fill.
• Strong communication skills needed for challenges associated with key critical positions.
• Ability to cold-call, network and design long term sourcing plans.

Qualification/Experience & Training:
• Bachelor’s degree in related field; or equivalent knowledge and skills obtained through a combination of education, training and experience.
• Three (3) years recruiting experience within a healthcare organization or a placement firm specializing in healthcare recruitment
• Experience recruiting for critical, hard to fill positions across a variety of clinical and operational support areas required.
• Experience using various sourcing techniques using the internet, advertising, networking and community resources required.

Special Experience:
• At least one (1) year of experience with executing proactive recruitment strategies of Registered Nurses and/or Advance Practice Providers (APRNs, PAs, CRNAs etc).

Preferred Experience:
• At least one (1) year of experience using proactive recruiting networks and tools, including LinkedIn Recruiter
• Previous experience working in a role under recruiting metrics and analytics

*Resume must be included for consideration*

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LinkedIn - $199.00 for 30 days
UConn Health is looking for a highly skilled Physician Assistant with experience in neurosurgery and a passion for patient experience. This highly desirable position is located in the Outpatient Pavilion in Farmington.

Purpose of Class:

The UCONN Health Physician Assistant (PA) provides medical care and patient follow-up. The PA plays a key role in ensuring patient loyalty and success through the delivery of high quality, compassionate, and patient-centric care. The PA coordinates the prompt delivery of excellent care by supporting the oversight of the clinical team (Medical Assistants, Radiologic Technologists). Care and follow-up is documented in each patient’s medical record. The PA may also support and participate in quality care and peer review activities.

Benefits of this position include:
- Competitive pay
- Industry leading, affordable access to medical, dental, vision, life and retirement benefits
- Tuition waivers and reimbursements for self and dependents
- Organizational culture focused on diversity and inclusion, innovation and patient experience
- State of the art, award winning campus environment with ideal parking

SCHEDULE: 40 hour work week; weekends and holidays as required.

EXAMPLES OF DUTIES:
- Performs histories and physicals on patients.
- Formulates and monitors plans for medical care.
- Evaluates employees' on-the-job injuries and ability to return to work.
- Orders/interprets diagnostic tests under the supervision of the attending physician.
- Prescribes medications in accordance with the provisions of state statute 20-12a.
- Provides medication follow-up for discharged patients.
- Inpatient care including admissions/discharges, evaluation of patients in the emergency department, and surgical first assisting in the operating room for neurosurgical cases.
- Participates in interdisciplinary team meetings.
- Provides patient counseling.
- Dictates medical discharge summaries to be countersigned by attending physician.
- Develops/maintains medical records for outpatient medical follow-up.
- Communicates with outside referral sources.
- Provides in-service education to staff.
- May function as a preceptor to students.
- Performs all other duties as required.

MINIMUM REQUIREMENTS:
- Graduate of an accredited PA Program
- Current unencumbered Physician Assistant (PA) License in the State of CT
- Completion of accredited Physician Assistant Certification Program.
- Surgical experience including assisting in the OR preferred but not required as long as willing to learn.

SPECIAL REQUIREMENTS:
- Incumbents in this class must pass the National Commission on Certification of Physician Assistants certifying examination within two (2) years of graduation.

PREFERRED REQUIREMENTS: Neurosurgical experience preferred but not required as long as willing to learn.
Certification
ACLS Certification

Why UConn Health

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To apply for this Physician Assistant position located in Farmington, CT, 06032, you may use the Candidate Self-Service (CSS) online application. After submitting your application, you may also have the opportunity to upload a cover letter, a resume, and references. You MUST have these documents available at the time of application. To complete an application, please visit https://jobs.uchc.edu/CSS_external/CSSPage_Welcome.asp Search #: 2018-629

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All employees are subject to adherence to the State Code of Ethics which may be found at www.ethics.state.ct.us

Linkedin - $299.00 for 30 days
ConnAPA.org - $325.00 for 45 days
HealthCareers.org - $435.00 for 30 days
Surgical Pathologist

The Department of Pathology and Laboratory Medicine at the University of Connecticut is seeking a surgical pathologist with an interest in one of the subspecialties (Gyn, GI or GU) for appointment at the rank of assistant professor. Candidate must hold an M.D. and board certification in Anatomic Pathology, and is required to hold or to be eligible for a current license to practice medicine in the State of Connecticut. Board certification with Cytopathology subspecialty is desirable.

Approximately 9,000 surgical pathology and 6,500 cytopathology cases (gynecologic and non-gynecologic cytology) are accessioned into the department annually.

Clinical duties include sign-out responsibilities in surgical and autopsy pathology, as well as frozen section analysis. The successful candidate will be expected to participate in medical student education, in training clinical residents and fellows and actively participate in clinical, translational and/or basic research projects. The applicant must qualify for a faculty appointment at the School of Medicine of the University of Connecticut.

Applicants should submit a letter, curriculum vitae and the names (with addresses and email addresses) of at least three references. Information should be submitted via this website.

https://jobs.uchc.edu/CSS_External/CSSPage_Welcome.asp. Search
UConn Health is an affirmative action employer, in addition to an EEO and M/F/N/PWD/PV employer.

Apply Here

PI103558810

Jobs You May Like

General Pathologist
The James J. Peters Medical...
Bronx, NY, United States

Pathology: Highly Successful
Hematology
Oncology...
Merritt Hawkins
Port Jefferson, NY, United States

AP/CP
NEUROPATHOLOGIST
BAYSTATE HEALTH
Springfield, MA, United States

Assistant Director,
Clinical Chemistry Laboratory
Brigham and Women's Hospital
Boston, MA, United States

https://careers.usnews.com/jobs/208754868/
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<td>Women in Higher Education</td>
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Unions Representing
UConn Health's Employees

Administrative and Residual Employees Union
805 Brook Street
Rocky Hill, CT 06067

Connecticut Police & Fire Union
Local 74/Local S-15
50 Columbus Boulevard, Third Floor
Hartford, CT 06106

Engineering, Scientific and Technical
SEIU Local 2001
760 Capitol Avenue
Hartford, CT 06106

Maintenance
Connecticut Employees Union Independent
110 Randolph Road
Middletown, CT 06457

Paraprofessional Health Care
New England Health Care Employees Union - District 1199
77 Huysope Avenue
Hartford, CT 06106

State of Connecticut
Clerical Bargaining Unit Local 196
705 North Mountain Road
Newington, CT 06111

The University of Connecticut Health
American Association of University Professors
270 Farmington Avenue, Suite 364
Farmington, CT 06032

University Health Professionals Local 3837
270 Farmington Avenue
The Exchange, Suite 174
Farmington, CT 06032-1909
TO: All UConn Health Faculty, Staff, and Union Representatives

FROM: Elizabeth A. Conklin, Associate Vice President
       Office of Institutional Equity

DATE: May 1, 2019

SUBJECT: Affirmative Action Plan Update and Distribution of Policy Statements

UConn Health’s 2018 Affirmative Action Plan for Employment (Plan) was approved by the Commission on Human Rights and Opportunities on December 12, 2018. The Plan reports UConn Health’s good faith efforts relative to diversifying the workforce, attaining goals, and achieving equal employment opportunity.

All employees are invited to review and comment on the 2018 Plan until August 31, 2019. A full copy of the Plan is available for review and comments:

- The Office of Institutional Equity (OIE)
  16 Munson Road, 4th Floor
  Farmington, CT 06030

An electronic (PDF) version also is available on OIE's website.

All comments or questions are welcome and may be sent to:

Elizabeth A. Conklin, Associate Vice President
Office of Institutional Equity
UConn Health
263 Farmington Avenue
Farmington, CT 06030-5310
860-679-3503

Affirmative Action and Non-Discrimination, and Equal Opportunity Policy
The Affirmative Action and Non-Discrimination, and Equal Opportunity Policy has been included in the Plan, distributed to all employees through UConn Health’s Office of Institutional Equity’s (OIE) webpage and posted on bulletin boards throughout UConn Health.

Policy Posting Obligation
As in previous years, the Office of Institutional Equity (OIE) will satisfy the statutory requirement of policy distribution to employees via this notification and mail distribution as necessary. Additionally, policies are posted in visible locations throughout UConn Health. Vice
Presidents, Deans, Directors, and other supervisory employees are asked to ensure that the policies above are posted in their respective units in locations highly visible to employees, students, and the public.

**Employee Demographic Data**

As a federal contractor, UConn Health is required to report demographic data about the workforce including disability and veteran data annually. To ensure the most accurate demographic profile of the current employee population is reported, all employees are requested to voluntarily provide their demographic information including race/ethnicity, gender, disability and veteran status. All demographic information is kept confidential and used for federal and state aggregate reporting only and does not affect current employment status.

To update your information voluntarily in the employee self-service module of Banner, the Human Resources personnel system:

1. Log onto the Central Administrative Portal, utilizing Internet Explorer, [https://cap.uchc.edu/cp/home/displaylogin](https://cap.uchc.edu/cp/home/displaylogin)
2. Login with your username and password
3. Click the link for Self Service Banner
4. Click the tab marked Personal Information
5. Locate and complete the voluntary surveys at the bottom of the list

More information regarding the requirements of federal contractors as determined by the United States Department of Labor’s Office of Federal Contract Compliance Programs (OFCCP) can be found on the OFCCP website, [https://www.dol.gov/ofccp](https://www.dol.gov/ofccp).

Questions about the collection and use of the data should be directed to OIE at 860-679-3563 or via [email](mailto:). For technical assistance in updating the data or with Banner, please contact the UConn Health IT Service Desk at 860-679-4400.

**Recruitment, Compliance, and Diversification**

As a federal contractor and state agency, UConn Health’s recruiting and hiring activities are audited regularly by state and federal regulatory agencies who mandate policies and processes to promote equal employment opportunity and endorse aggressive recruitment programs. Directors, Department Heads, Hiring Managers, and Search Committee Chairs are accountable for ensuring compliance with state and federal regulations, record-keeping requirements concerning recruitment and applicant evaluation activities and progressive and proactive recruitment programs.

To fulfill the requirement of proactive and strategic recruitment efforts, which also work to support the goal of increasing diversity, department faculty and staff should engage in professional networking, join professional and discipline specific associations, and participate in pipeline-building initiatives with an aggressive focus on the diversity of graduate students.
To assist search committees and hiring departments, OIE is available for consultation and training regarding the search process, compliance obligations, best practices in building diverse pools of qualified applicants, and objective evaluation techniques.

**Discrimination Complaint Investigations**
OIE Investigators are responsible for objectively investigating complaints of discrimination and discriminatory harassment to determine if employee conduct violates UConn Health’s non-discrimination policies. These policies are construed to provide the same or similar protections as those contained pursuant to state and federal law and regulation. Where investigations reveal the presence of discriminatory or harassing behavior, OIE is responsible for making recommendations that are designed to mitigate the effects of discriminatory conduct. OIE thoroughly investigates discrimination complaints, makes determinations regarding violations of UConn Health policy, and follows statutory requirements regarding recommendations for remedial action when there is evidence of policy violations.

Additional information about reporting discrimination and OIE’s complaint procedures, as well as OIE’s Discrimination and Discriminatory Harassment Complaint form, can be found online. If you have a specific question or need further assistance, please contact OIE at (860) 679-3563 or by email at equity@uconn.edu or visit the website: https://equity.uconn.edu/.

**Diversity Awareness Training**
OIE provides ongoing Diversity Awareness training to all UConn Health employees pursuant to General Statutes §46a-54. OIE conducts Diversity Awareness Training sessions every two weeks. Additionally, OIE provides customized trainings to individual departments or groups of employees or students seeking further guidance or training around discrimination and/or harassment issues. For further information, please visit OIE’s website.

**Affirmative Action Plan Program Goals for the current Plan Year:**

**Goal #1**  
OIE will develop an online sexual harassment prevention training module for all employees to complement the state-mandated in-person two hour sexual harassment prevention training for managers.

**Goal #2**  
OIE will deliver regular updates to the Department of Human Resources, via periodic trainings, on trends related to AA/EEO compliance, recruitment, objective applicant evaluation and documentation, and ongoing Affirmative Action Plan collaboration.

**Goal #3**  
OIE will develop and publish event guidelines to assist event organizers and planners in creating and managing accessible events and to ensure a clear understanding of roles and responsibilities in regards to event accessibility.

**Goal #4**  
OIE will collaborate with Human Resources to update and disseminate guidelines focusing on objective applicant evaluation and the specific and detailed information necessary compliance for search committee, hiring managers and Human Resources staff.

Equal Employment Opportunity

UConn Health is an equal employment opportunity/affirmative action employer. In order to ensure that employees and job applicants are not subjected to unlawful discrimination, it is UConn Health’s policy to comply with all State and Federal laws and regulations that prohibit employment discrimination and mandate specific actions for the purpose of eliminating the present effects of past discrimination. Equal employment opportunity is the purpose and goal of affirmative action. UConn Health has established equal employment opportunity and affirmative action as immediate and necessary objectives because we are committed to its concepts, principles and goals.

At UConn Health equal employment opportunity (EEO) means nondiscrimination in employment policies and practices. UConn Health is committed to ensuring that individual employees and applicants are not excluded from participation in the employment process based on an individual’s legally protected status which includes race, color, ethnicity, religious creed, age, sex (including pregnancy and sexual harassment), marital status, national origin, ancestry, sexual orientation, genetic information, physical or mental disabilities (including learning disabilities, intellectual disabilities, past/present history of a mental disorder), prior conviction of a crime (or similar characteristic), veteran status, workplace hazards to reproductive systems, gender identity or expression, or other factors which cannot lawfully be the basis for employment actions, unless there is a bona fide occupational qualification.

Affirmative action is a positive program of purposeful activity undertaken with conviction and effort to overcome the present effects of past practices, policies and barriers to equal employment opportunity. Affirmative action plans and programs are designed to achieve the full and fair participation of all protected class members found to be underutilized in the workforce or adversely affected by past policies and practices.

Affirmative Action

Affirmative action plays a role at all stages of the employment process, including, but not limited to: recruitment, evaluation, interview, selection, hire, promotion, demotion, transfer, discipline, layoff, termination, benefits, rates of pay or other forms of compensation, selection for training, the use of all facilities, and participation in all UConn Health sponsored employee activities. Provisions in applicable laws providing for bona fide occupational qualifications, business necessity or age limitations will be adhered to by UConn Health where appropriate. Accordingly, UConn Health pledges to regularly reexamine all policies and procedures to identify and eliminate barriers to access, and to change practices that may have a discriminatory impact.

UConn Health’s commitment to affirmative action requires that we make the good faith efforts that may be necessary in all aspects of personnel administration to ensure that the recruitment and hire of underrepresented individuals reflect their availability in the job market; that the causes of underutilization are identified and eliminated; that alternative approaches are explored when personnel practices have a negative impact on protected classes; and that the terms,
conditions, and privileges of employment, including upward and lateral mobility, are equitably administered.

UConn Health recognizes the employment difficulties experienced by individuals with disabilities and by many older persons. Therefore, UConn Health will take necessary steps to identify and overcome areas of underutilization of such persons in the workforce and to achieve their full participation in all UConn Health programs, processes and services.

UConn Health is committed to ensuring that all services and programs are provided in a fair and impartial manner and thus has established affirmative action and equal employment opportunity as immediate and necessary agency objectives.

As a Connecticut state agency, UConn Health prepares its Affirmative Action Plan each year. The Plan is a detailed, results-oriented set of procedures, which blueprints a strategy to combat discrimination and implement affirmative action. The objectives of the Plan are to set both quantitative and non-quantitative goals, which promote affirmative action and/or eliminate any policy or employment practice that adversely affects protected class members.

A complete version of UConn Health’s current Affirmative Action Plan is available at the Office of Institutional Equity (OIE) and may also be found online on the OIE website.

Procedure

For more information and advice regarding rights and responsibilities under the Plan, UConn Health’s Equal Employment Opportunity Officer can be contacted by telephone, email or in person during regular office hours. All comments are welcome.

Elizabeth A. Conklin
Associate Vice President, Office of Institutional Equity
Equal Employment Opportunity Officer
16 Munson Road, 4th Floor
263 Farmington Avenue, MC 5310
Farmington, CT 06030-5310
elizabeth.conklin@uconn.edu
860-679-3563

UConn Health’s policies against discrimination and harassment are included in the Plan along with complaint procedures. Employees and others wishing to file complaints of discrimination or of affirmative action policy violations may do so by contacting the Office of Institutional Equity by telephone, email or in person during regular office hours:

Office of Institutional Equity
16 Munson Road, 4th Floor
263 Farmington Avenue, MC 5310
Farmington, CT 06030-5310
860-679-3563
Employees and others shall not be subjected to harassment, intimidation or any type of retaliation because they have (1) filed a complaint; (2) assisted or participated in an investigation, compliance review, hearing or any other activity related to the administration of any federal, state or local law requiring equal employment opportunity; (3) opposed any act or practice made unlawful by any federal, state or local law requiring equal opportunity; (4) exercised any other legal right protected by federal, state or local law requiring equal opportunity.

**Accountability**

As Chief Executive Officer and Executive Vice President for Health Affairs, I commit UConn Health and myself to make every effort to implement an effective *Affirmative Action Plan* within timetables set forth in the *Plan*. I fully expect my managerial and supervisory staff to treat compliance with Federal and State of Connecticut affirmative action statutes as a top priority and take positive steps to ensure the successful implementation of the policies, procedures and objectives of affirmative action and equal opportunity at UConn Health.

In issuing UConn Health’s affirmative action policy, I reiterate the need for affirmative action and attest to UConn Health’s determination to identify strengths and weaknesses in our employment system, resolve problems when they appear, recruit employees vigorously and affirmatively, and retain current employees while also helping them prepare for advancement.

09/18/18

Date

Andrew Aqwuobi
Chief Executive Officer and Executive Vice President for Health Affairs, UConn Health
A top priority for the Schools of Medicine and Dental Medicine has long been the recruitment and retention of students from diverse groups who are underrepresented in American health care professions.

The Department of Health Career Opportunity Programs actively recruits underrepresented medical and dental students and supports those who are enrolled throughout the academic year.

The continuous pipeline of programs has been successful in helping participants realize their dreams of becoming health care providers. The programs are therefore instrumental in aiding the development of the future health care workforce in the U.S.
Message from the Director

Marja M. Hurley, M.D.

Associate Dean
Department of Health Career Opportunity Programs
Founding Director, Aetna Health Professions Partnership Initiative

The Department of Health Career Opportunity Programs is an integral part of the School of Medicine’s educational community at UConn Health. The School of Medicine is actively committed to the recruitment, retention and graduation of a diverse medical student population capable of providing culturally competent health care.

Since the inception of the department in 1988, one of its goals has been to develop and identify an outstanding diverse applicant pool. It is our belief that early exposure to the various fields in the biomedical sciences will ultimately increase the diverse pool of students who pursue careers in medicine. The outstanding programs and activities that are designed, coordinated and implemented through this department, have proven to be top-notch. Statistics indicate that underrepresented students, who have participated in the pipeline of programs, have successfully completed their undergraduate degrees and have actualized their goals of entering medical school. It is for this reason that the Aetna Health Professions Partnership Initiative programs and activities sponsored through the Department of Health Career Opportunity Programs have been recognized as a national model. To date we have accomplished our goals and continue to develop new programs and fine-tune existing ones.

An equally important goal of the department is to help create a supportive environment for those students who are accepted and choose to matriculate in our medical school. All students who matriculate in the medical program will find a caring faculty who are willing to provide mentoring and support. This is facilitated in part by our relatively small class size. The department supports student organizations such as the Student National Medical Association, the Latino Medical Student Association, and the ever-popular "Culture Shock.”

We are very proud of the students who have matriculated and graduated from our medical school and we look forward to welcoming you into our community. If you desire additional information, please do not hesitate to contact me at 860-679-3483 or 3484.
Recruitment

Through the Department of Health Career Opportunity Programs, the Schools of Medicine and Dental Medicine operate an extensive recruitment and outreach program to ensure a diverse applicant pool. Some of the methods used to interest qualified applicants in our program include: visits to area colleges and to historically Black colleges and universities; representation at recruitment programs throughout the country that are attended by potential applicants from diverse groups; use of community resources; direct mail; and summer enrichment programs. Our own students are actively encouraged to participate in the recruitment program.

Admissions

Applications from underrepresented students to the Schools of Medicine and Dental Medicine are reviewed by the Admissions Committee using the same criteria applied to all applications. Candidates for admission receive a full review and are selected on a competitive basis. Underrepresented candidates invited for an interview meet with the associate dean, assistant dean and/or assistant director of the Health Career Opportunity Programs office, and medical or dental students who answer questions in an informal setting. The associate dean, assistant dean, and assistant director are members of the Admissions Committee. Students also act as hosts for medical and dental school applicants.
SMALL AND MINORITY BUSINESS
UTILIZATION REPORTS

UConn Health Center
Purchasing and Construction Projects

FISCAL YEAR 2019

Submitted by, Veronica F. Cook, Executive Program Director
UConn Supplier Diversity Program (USDP)
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**SUPPLIER DIVERSITY PROGRAM**  
**FISCAL YEAR 2019**  
**SMALL MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT**  
*Back-Up Sheets require Totals for each MBE Category*

Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06105

Fiscal Year Quarter:  
1ST / 2ND / 3RD / 4TH

**Agency Name:** UConn Health  
**Agency Number:** 7302

Prepared by:  
Veronica F. Cook, USD Exec. Program Director  
E-mail: veronica.cook@uconn.edu

**Tel.:** 860-486-0900

1) **TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET**  
Page 1 (Summary Page) From The Annual Goals Calculations Report

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2) **Total Agency FY Capital Improvements Expenditures for Purchases and from Small and Minority Contractors.**  
Combined TOTALS OF SBE AND MBE EXPENDITURES

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### TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET

**Page 1 (Summary Page) From The Annual Goals Calculations Report**

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#### 2) Total Agency FY Capital Improvements Expenditures for Purchases and Contracts from Small and Minority Contractors.

- **$279,885.83**
- **204 Contracts**
- **$482,600.04**
- **271 Contracts**

#### 3) Total Agency FY Capital Improvements Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only.

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<td>A) American Indian (N)</td>
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<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>B) Asian (A)</td>
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<tr>
<td>C) Black (B)</td>
<td>$0.00</td>
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<td>$0.00</td>
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</tr>
<tr>
<td>D) Disabled Individual (D)</td>
<td>$0.00</td>
<td>0</td>
<td>$0.00</td>
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</tr>
<tr>
<td>E) Hispanic (H)</td>
<td>$0.00</td>
<td>0</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>F) Iberian Peninsula (I)</td>
<td>$0.00</td>
<td>0</td>
<td>$0.00</td>
<td>0</td>
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<tr>
<td>G) Disabled American Indian (DI)</td>
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<td>0</td>
<td>$0.00</td>
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<tr>
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<td>0</td>
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</tr>
<tr>
<td>I) Disabled Black American (DB)</td>
<td>$0.00</td>
<td>0</td>
<td>$0.00</td>
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<tr>
<td>J) Disabled Hispanic American (DH)</td>
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<td>$0.00</td>
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<tr>
<td>K) Disabled Iberian Peninsula American (DI)</td>
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<td>0</td>
<td>$0.00</td>
<td>0</td>
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<tr>
<td>L) Woman (W)</td>
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<td>24</td>
<td>$146,634.30</td>
<td>31</td>
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<tr>
<td>M) Woman American Indian (NW)</td>
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<td>$0.00</td>
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<tr>
<td>N) Woman Asian (AW)</td>
<td>$0.00</td>
<td>0</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>O) Woman Black (BW)</td>
<td>$0.00</td>
<td>0</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>P) Woman Disabled (DW)</td>
<td>$0.00</td>
<td>0</td>
<td>$0.00</td>
<td>0</td>
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<tr>
<td>Q) Woman Hispanic (HW)</td>
<td>$0.00</td>
<td>0</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>R) Woman Iberian Peninsula (IW)</td>
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<td>$0.00</td>
<td>0</td>
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<tr>
<td>S) Disabled American Indian Woman (DIW)</td>
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<td>$0.00</td>
<td>0</td>
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<tr>
<td>T) Disabled Asian American Woman (DAW)</td>
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<td>$0.00</td>
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<tr>
<td>U) Disabled Black American Woman (DBW)</td>
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<td>$0.00</td>
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<tr>
<td>V) Disabled Hispanic American Woman (DHW)</td>
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<tr>
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<td>$0.00</td>
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<tr>
<td><strong>DisSE TOTAL</strong> (Lines D, G, H, I, J, K, P, S,T,U, V, &amp; W)</td>
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<tr>
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<td>$146,634.30</td>
<td>31</td>
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<tr>
<td><strong>MBE TOTAL</strong> (Lines A - W)</td>
<td>$70,332.00</td>
<td>24</td>
<td>$147,389.30</td>
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</table>
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**FISCAL YEAR:** 2019  
**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 copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 2S SIGOURNEY ST, Hartford CT 06105

**Fiscal Year Quarter:** 1ST / 2ND / 3RD / 4TH  
**Fiscal Year Period:** 3/31/2019

**Agency Name:** UConn Health  
**Agency Number:** 7302

**Prepared by:** Veronica F. Cook, USD Exec. Program Director  
**E-mail Address:** veronica.cook@uconn.edu

**Tel. #:** 860-486-0990

---

1) **TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET**  
   Page 1 (Summary Page) From The Annual Goals Calculations Report

<table>
<thead>
<tr>
<th>TOTALS ($)</th>
<th>Contracts</th>
<th>TOTALS ($)</th>
<th>Contracts</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,186,528.82</td>
<td>387</td>
<td>$1,669,128.86</td>
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</table>

2) **Total Agency FY Capital Improvements Expenditures for Purchases and Contracts from Small and Minority Contractors.**  
   Combined TOTALS OF BBE AND MBE EXPENDITURES

<table>
<thead>
<tr>
<th>Contract Category</th>
<th>TOTALS ($)</th>
<th>Contracts</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Indian (Ia)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Asian (A)</td>
<td>$1,965.00</td>
<td>2</td>
</tr>
<tr>
<td>Black (B)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled Individual (D)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic (H)</td>
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</tr>
<tr>
<td>Asian Peninsula (P)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled American Indian (DNI)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled Asian American (DA)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled Black American (DB)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled Hispanic American (DHN)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled Iberian Peninsula American (DIPA)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Woman (W)</td>
<td>$447,905.15</td>
<td>136</td>
</tr>
</tbody>
</table>

   **TOTAL:** $593,339.45 | 167

---

3) **Total Agency FY Capital Improvements Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only.**

   **PLEASE CATEGORIZE:**

<table>
<thead>
<tr>
<th>Contract Category</th>
<th>TOTALS ($)</th>
<th>Contracts</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Indian (Ia)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Asian (A)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Black (B)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled Individual (D)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic (H)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Asian Peninsula (P)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled American Indian (DNI)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled Asian American (DA)</td>
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<td>0</td>
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<tr>
<td>Disabled Black American (DB)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled Hispanic American (DHN)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Disabled Iberian Peninsula American (DIPA)</td>
<td>$0.00</td>
<td>0</td>
</tr>
<tr>
<td>Woman (W)</td>
<td>$447,905.15</td>
<td>136</td>
</tr>
</tbody>
</table>

   **TOTAL:** $593,339.45 | 167

---


**MBE TOTAL (Lines L - W)** | $447,905.15 | 136

**MBE TOTAL (Lines A - W)** | $452,905.15 | 139

---
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**FISCAL YEAR**  
**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 copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106

---

**Fiscal Year Quarter:** 1ST / 2ND / 3RD / 4TH  
**Fiscal Year Period:** 6/30/2019

---

**Agency Name:** UConn Health  
**Agency Number:** 7302  
**Prepared by:** Veronica F. Cook, USD Exec. Program Director  
**E-mail Address:** veronica.cook@uconn.edu

**Tel. #:** 850-486-0900

---

**1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET**  
*Page 1 (Summary Page) From The Annual Goals Calculations Report*  
*Line 1 CAPITAL IMPROVEMENT FUNDS Total is an tally representative of Construction work. Instead it is construction-related. As such, Construction-related Reports will be merged into Purchasing Reports going forward, beginning FY'20, to provide a more accurate picture.*

<table>
<thead>
<tr>
<th></th>
<th>TOTALS ($)</th>
<th>Contracts</th>
<th>TOTALS ($)</th>
<th>Contracts</th>
</tr>
</thead>
<tbody>
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<td><strong>2) Total Agency FY Capital Improvements Expenditures for Purchases and from Small and Minority Contractors.</strong></td>
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<td>$2,323,086.96</td>
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**2) Total Agency FY Capital Improvements Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only.**  
**PLEASE CATEGORIZED:**

<table>
<thead>
<tr>
<th>Category</th>
<th>TOTALS ($)</th>
<th>Contracts</th>
<th>TOTALS ($)</th>
<th>Contracts</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) American Indian (M)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B) Asian (A)</td>
<td>$1,966.00</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>C) Black (B)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D) Disabled Individual (DI)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E) Hispanic (H)</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>F) Iberian Peninsula (I)</td>
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<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>G) Disabled American Indian (DI)</td>
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<td></td>
</tr>
<tr>
<td>H) Disabled Asian American (DA)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I) Disabled Black American (DB)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>J) Disabled Hispanic American (DH)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K) Disabled Iberian Peninsula American (DI)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>L) Woman (W)</td>
<td>$33,362.82</td>
<td>115</td>
<td>$626,892.27</td>
<td>282</td>
</tr>
<tr>
<td>M) Woman American Indian (NW)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>N) Woman Asian (AW)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>O) Woman Black (BW)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P) Woman Disabled (DW)</td>
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<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Q) Woman Hispanic (WV)</td>
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<td>$10,160.00</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>S) Disabled American Indian Woman (DIW)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
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<tr>
<td>T) Disabled Asian American Woman (DAW)</td>
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<td></td>
</tr>
<tr>
<td>U) Disabled Black American Woman (DBW)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>V) Disabled Hispanic American Woman (DHW)</td>
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<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>W) Disabled Iberian Peninsula American Woman (DIW)</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>MBE TOTAL</strong></td>
<td>$33,362.82</td>
<td>115</td>
<td>$626,892.27</td>
<td>282</td>
</tr>
<tr>
<td><strong>MBE TOTAL</strong></td>
<td>$43,462.82</td>
<td>116</td>
<td>$643,797.27</td>
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</table>
**SMALL MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT**

**Fiscal Year Quarter** 9/30/2019  
**Fiscal Year Period** 2019  

**Agency Name:** UConn Health  
**Prepared by:** Veronica F. Cook, USD Executive Program Director  
**E-mail:** veronica.cook@uconn.edu  
**Address:**  

**Tel. #:** 860-486-0990

---

1) **TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET**  
Page 1 (Summary Page) From The Annual Goals Calculations Report  
$1,966,441,333.00

2) **Amount Available for Small/Minority Business Program**  
after DAS APPROVED DEDUCTIONS/EXEMPTIONS  
$26,816,421.00

3) **25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined)**  
$9,203,865.00

4) **25% of line # 3 Total- Set Aside - Minority Business Enterprises only**  
$2,306,864.00

---

### QUARTERLY Expenditures for Purchases and Contracts

<table>
<thead>
<tr>
<th>QUARTER</th>
<th>Number</th>
<th>YEAR TO DATE</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTALS ($)</td>
<td>Contracts</td>
<td>TOTALS ($)</td>
<td>Contracts</td>
</tr>
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<td>9,844</td>
<td>$20,033,472.73</td>
<td>9,844</td>
</tr>
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5) **Total Agency FY Expenditures for Purchases and Contracts**  
from Small and Minority Contractors.  
Combined TOTALS OF SBE AND WBE EXPENDITURES  
$798,707.17  
1,186  
$798,707.17  
1,186

---

7) **Total Agency FY Expenditures for Purchases and Contracts**  
from Minority Business Enterprises (MBE) only.

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<th>Category</th>
<th>Description</th>
<th>FY Expenditure</th>
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<td>Asian (A)</td>
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<tr>
<td>C</td>
<td>Black (B)</td>
<td>$29,000.00</td>
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<tr>
<td>D</td>
<td>Disabled Individual (DI)</td>
<td>$250,971.60</td>
</tr>
<tr>
<td>E</td>
<td>Hispanic (H)</td>
<td>$128,000.00</td>
</tr>
<tr>
<td>F</td>
<td>Native Hawaiian (NH)</td>
<td>$250,971.60</td>
</tr>
<tr>
<td>G</td>
<td>Total FY Expenditure</td>
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<tr>
<td>H</td>
<td>Woman Asian (AW)</td>
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</tr>
<tr>
<td>I</td>
<td>Woman Black (BW)</td>
<td>$128.00</td>
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<tr>
<td>J</td>
<td>Woman Hispanic (WH)</td>
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<tr>
<td>K</td>
<td>Woman Native Hawaiian (NHW)</td>
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<tr>
<td>L</td>
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<td>M</td>
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<td>N</td>
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<tr>
<td>O</td>
<td>Woman Minority Business Enterprise (MBE)</td>
<td>$449.76</td>
</tr>
<tr>
<td>P</td>
<td>Woman Minority Business Enterprise (MBE)</td>
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<td>T</td>
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<td>U</td>
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<td>V</td>
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<td>$128.00</td>
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<tr>
<td>W</td>
<td>Total FY Expenditure</td>
<td>$449.76</td>
</tr>
</tbody>
</table>

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**WBE TOTAL (Lines L - W)**  
$261,646.36  
289

**MBE TOTAL (Lines L - W)**  
$263,837.36  
292
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**SUPPLIER DIVERSITY PROGRAM**  
*Back-Up Sheets require Totals for each MBE Category*

**SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT**

**Fiscal Year Quarter:** 2/21/2019  
**Fiscal Year Period:** 2019

<table>
<thead>
<tr>
<th>Agency Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>UConn Health</td>
</tr>
<tr>
<td>Prepared by</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>860-486-0900</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET</th>
<th>$1,066,441,333.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>2) Amount Available for Small/Minority Business Program</td>
<td>$35,816,421.00</td>
</tr>
<tr>
<td>after DAS APPROVED DEDUCTIONS/EXEMPTIONS</td>
<td></td>
</tr>
<tr>
<td>3) 25% of line #2 Total - Set Aside - Small/Minority Business Enterprises (Combined)</td>
<td>$9,203,856.00</td>
</tr>
<tr>
<td>4) 25% of line #3 Total - Set Aside - Minority Business Enterprises only</td>
<td>$2,306,864.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>QUARTER</th>
<th>Number</th>
<th>YEAR TO DATE</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTALS ($)</td>
<td>Contracts</td>
<td>TOTALS ($)</td>
<td>Contracts</td>
</tr>
<tr>
<td>6) Total Agency FY Expenditures for Purchases and Contracts</td>
<td>$20,216,718.92</td>
<td>10,216</td>
<td>$40,380,189.86</td>
</tr>
</tbody>
</table>

| 6) Total Agency FY Expenditures for Purchases and Contracts | $800,043.96 | 1,191 | $1,698,761.13 | 2,377 |

| 7) Total Agency FY Expenditures for Purchases and Contracts |  
| from Minority Business Enterprises (MBE) only. |  
| PLEASE CATEGORIZE: |  
| A) American Indian (I) |  
| B) Asian (A) |  
| C) Black (B) |  
| D) Disabled Individual (DI) |  
| E) Hispanic (H) |  
| F) Iberian Peninsula (IP) |  
| G) Disabled American Indian (DAI) |  
| H) Disabled Asian American (DAAA) |  
| I) Disabled Black American (DBA) |  
| J) Disabled Hispanic American (DAHA) |  
| K) Disabled Iberian Peninsula American (DI) |  
| L) Woman (W) | $397,421.00 | 400 | $648,392.60 | 688 |
| M) Woman American Indian (WAI) |  
| N) Woman Asian (WAA) |  
| O) Woman Black (WAB) |  
| P) Woman Disabled (WAD) |  
| Q) Woman Hispanic (WAH) | $4,038.01 | 2 | $4,480.66 | 4 |
| R) Woman Iberian Peninsula (WIP) | $1,206.10 | 4 | $1,621.10 | 6 |
| S) Disabled American Indian Woman (DAWI) |  
| T) Disabled Asian American Woman (DAAW) |  
| U) Disabled Black American Woman (DBAW) |  
| V) Disabled Hispanic American Woman (DAHAW) |  
| W) Disabled Iberian Peninsula American Woman (DIW) |  
| CBE TOTAL (Lines B, D, H, J, K, P, S, T, U, V, & W) |  
| CBE TOTAL | $402,848.01 | 400 | $694,394.36 | 998 |
| MBE TOTAL | $402,848.01 | 400 | $666,846.36 | 998 |
DEPARTMENT OF ADMINISTRATIVE SERVICES  
SUPPLIER DIVERSITY PROGRAM

SMALL MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal Year Quarter: 3/31/2019  
Fiscal Year Period: 2019

ENTER THIS QTR: 3RD

Agency Name: UConn Health  
Agency Number: 7302

Prepared by: Veronica F. Cook, USD Executive Program Director  
E-mail: veronica.cook@uconn.edu

Tel. #: 860-486-0990

1) TOTAL FUNDS AVAILABLE (ALL SOURCES) FROM YOUR ADOPTED BUDGET  
Page 1 (Summary Page) From The Annual Goals Calculations Report $ 1,086,441,333.00

2) Amount Available for Small/Minority Business Program  
after DAS APPROVED DEDUCTIONS/EXEMPTIONS $ 36,818,421.00

3) 25% of line # 2 Total - Set Aside - Small/Minority Business Enterprises (Combined) $ 9,203,565.00

4) 25% of line # 3 Total - Set Aside - Minority Business Enterprises only $ 2,300,884.00

<table>
<thead>
<tr>
<th>QUARTER</th>
<th>Number</th>
<th>YEAR TO DATE</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>TOTALS ($)</td>
<td>Contracts</td>
<td>TOTALS ($)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>L) Woman (W)</td>
<td>$369,167.81</td>
<td>428</td>
<td>$1,017,880.61</td>
</tr>
<tr>
<td>M) Woman American Indian (WW)</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
</tr>
<tr>
<td>N) Woman Asian (AW)</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
</tr>
<tr>
<td>O) Women Black (BW)</td>
<td>$200.00</td>
<td>1</td>
<td>$200.00</td>
</tr>
<tr>
<td>P) Woman Disabled (DW)</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
</tr>
<tr>
<td>Q) Women Hispanic (WH)</td>
<td>$1,272.92</td>
<td>4</td>
<td>$6,763.28</td>
</tr>
<tr>
<td>R) Women Veteran/Peninsula (VP)</td>
<td>$0.00</td>
<td>0</td>
<td>$1,521.10</td>
</tr>
<tr>
<td>S) Disabled American Indian Woman (DWV)</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
</tr>
<tr>
<td>T) Disabled Asian American Woman (DAW)</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
</tr>
<tr>
<td>U) Disabled Black American Woman (DBW)</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
</tr>
<tr>
<td>V) Disabled Hispanic American Woman (DHW)</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
</tr>
<tr>
<td>W) Disabled Veteran/Peninsula American Woman (DVW)</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
</tr>
<tr>
<td>%) DisBE TOTAL (Lines C, G, H, I, J, K, L, O, V, W &amp; W)</td>
<td>$ -</td>
<td>0</td>
<td>$ -</td>
</tr>
<tr>
<td>%) MBE TOTAL (Lines L + W)</td>
<td>$370,846.83</td>
<td>431</td>
<td>$1,026,034.89</td>
</tr>
<tr>
<td>%) MBE TOTAL (Line A + W)</td>
<td>$374,646.63</td>
<td>441</td>
<td>$1,031,130.89</td>
</tr>
</tbody>
</table>

PLEASE CATEGORIZE:

A) American Indian (N)  
B) Asian (A)  
C) Black (B)  
D) Disabled Individual (D)  
E) Hispanic (H)  
P) Hispanic American Indian (DN)  
I) Disabled Black American (DB)  
J) Disabled Hispanic American (DH)  
K) Disabled Veteran/Peninsula American (DP)  
L) Woman (W)  
M) Woman American Indian (WW)  
N) Woman Asian (AW)  
O) Women Black (BW)  
P) Woman Disabled (DW)  
Q) Women Hispanic (WH)  
R) Women Veteran/Peninsula (VP)  
S) Disabled American Indian Woman (DWV)  
T) Disabled Asian American Woman (DAW)  
U) Disabled Black American Woman (DBW)  
V) Disabled Hispanic American Woman (DHW)  
W) Disabled Veteran/Peninsula American Woman (DVW)  
%) DisBE TOTAL (Lines C, G, H, I, J, K, L, O, V, W & W)  
%%%%) MBE TOTAL (Lines L + W)  
%%%%) MBE TOTAL (Line A + W)
### Small/Minority Business Enterprise Quarterly Report

**Fiscal Year Quarter:** 09/30/2019  
**Fiscal Year Period:** 2019

**Agency Name:** UConn Health  
**Agency Number:** 7302  
**Prepared by:** Veronica F. Cook, USD Executive Program Director  
**E-mail:** veronica.cook@uconn.edu  
**Address:**

**Tel. #:** 860-486-0890

#### 1) Total Funds Available (All Sources) from Your Adopted Budget

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Page 1 (Summary Page) From The Annual Goals Calculations Report</td>
<td>1,088,441,333.00</td>
</tr>
</tbody>
</table>

#### 2) Amount Available for Small/Minority Business Program

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>After DAS Approved Deductions/Exemptions</td>
<td>36,816,421.00</td>
</tr>
</tbody>
</table>

#### 3) 25% of line #2 Total - Set Aside - Small/Minority Business Enterprises (Combined)

$2,923,866.00

#### 4) 25% of line #3 Total - Set Aside - Minority Business Enterprises only

$2,300,084.00

#### 5) Total Agency FY Expenditures for Purchases and Contracts

<table>
<thead>
<tr>
<th>QUARTER</th>
<th>Number</th>
<th>YEAR TO DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTALS ($) (Contracts)</td>
<td>19,783,861.90</td>
<td>11,639</td>
</tr>
<tr>
<td>TOTALS ($) (Contracts)</td>
<td>75,386,402.89</td>
<td>39,373</td>
</tr>
</tbody>
</table>

#### 6) Total Agency FY Expenditures for Purchases and Contracts

<table>
<thead>
<tr>
<th>QUARTER</th>
<th>Number</th>
<th>YEAR TO DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTALS ($) (Contracts)</td>
<td>374,740.46</td>
<td>1,203</td>
</tr>
<tr>
<td>TOTALS ($) (Contracts)</td>
<td>2,849,102.87</td>
<td>4,702</td>
</tr>
</tbody>
</table>

#### 7) Total Agency FY Expenditures for Purchases and Contracts from Minority Business Enterprises (MBE) only.

**Please Categorize:**

<table>
<thead>
<tr>
<th>Category</th>
<th>Expenditures ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) American Indian (A)</td>
<td>$0</td>
</tr>
<tr>
<td>B) Asian (A)</td>
<td>$1,996.00</td>
</tr>
<tr>
<td>C) Black (B)</td>
<td>$400.00</td>
</tr>
<tr>
<td>D) Disabled Individual (D)</td>
<td>$0</td>
</tr>
<tr>
<td>E) Hispanic (H)</td>
<td>$336.00</td>
</tr>
<tr>
<td>F) Iberian Peninsula (I)</td>
<td>$0</td>
</tr>
<tr>
<td>G) Disabled American Indian (DAI)</td>
<td>$0</td>
</tr>
<tr>
<td>H) Disabled Asian American (DAW)</td>
<td>$0</td>
</tr>
<tr>
<td>I) Disabled Black American (DB)</td>
<td>$0</td>
</tr>
<tr>
<td>J) Disabled Hispanic American (DHA)</td>
<td>$0</td>
</tr>
<tr>
<td>K) Disabled Iberian Peninsula American (DIA)</td>
<td>$0</td>
</tr>
<tr>
<td>L) Women (W)</td>
<td>$23,634.48</td>
</tr>
<tr>
<td>M) Woman American Indian (WAI)</td>
<td>$0</td>
</tr>
<tr>
<td>N) Women Asian (WAW)</td>
<td>$0</td>
</tr>
<tr>
<td>O) Woman Black (WBB)</td>
<td>$200.00</td>
</tr>
<tr>
<td>P) Women Disabled (WDA)</td>
<td>$0</td>
</tr>
<tr>
<td>Q) Woman Hispanic (WHA)</td>
<td>$120.00</td>
</tr>
<tr>
<td>R) Woman Iberian Peninsula (WIA)</td>
<td>$725.00</td>
</tr>
<tr>
<td>S) Disabled American Indian Woman (DAIW)</td>
<td>$0</td>
</tr>
<tr>
<td>T) Disabled Asian American Woman (DAW)</td>
<td>$0</td>
</tr>
<tr>
<td>U) Disabled Black American Woman (DBW)</td>
<td>$0</td>
</tr>
<tr>
<td>V) Disabled Hispanic American Woman (DHW)</td>
<td>$0</td>
</tr>
<tr>
<td>W) Disabled Iberian Peninsula American Woman (DIAW)</td>
<td>$0</td>
</tr>
</tbody>
</table>


**WEBT Total (Lines L-W) | $24,463.48 | 167 | $1,048,818.46 | 1,313**

**MBE Total (Lines A-W) | $24,083.50 | 184 | $1,066,014.46 | 1,333**