PROGRAM GOALS ANALYSIS
(Section 46a-68-90)

This section was found to be in compliance in the previous filing and there were no proposals/recommendations.

Program Goal 1

Goal met.

The Office of Institutional Equity (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. UConn Health employees in non-traditional work environments will have the ability to complete the course and receive reinforcement of information and concepts discussed in state-mandated sexual harassment prevention training.

This training module was launched during the plan year and assigned to all UConn Health employees. Employees were sent consistent reminders both directly and to their supervisors to complete the training. The module included content on sexual harassment definitions and examples, reporting obligations, and resources for impacted individuals. Going forward the module will be continuously assigned to all new employees as part of their New Employee Orientation materials.

Program Goal 2

Goal met.

The Office of Institutional Equity (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. It is intended that these trainings will facilitate the achievement of various compliance goals, and assist both departments in serving the larger UConn Health community in an accurate and efficient manner.

The Office of Institutional Equity (OIE) provided a comprehensive update in October 2018 to the Department of Human Resources (HR). This update focused on the areas of applicant evaluation and documentation of the search process. To illustrate trends, applicant evaluations of searches from the previous Affirmative Action Plan were reviewed and discussed in detail. Search and evaluation procedures were reviewed to ensure that AA/EEO requirements were addressed. Additionally, OIE and HR reviewed the process for collecting required demographic, disability and veteran status information from applicants and new employees resulting in revisions to documentation.
Program Goal 3

Goal met.

The Office of Institutional Equity (OIE) will develop and publish event guidelines to assist event organizers and planners in creating and managing accessible events. The event guidelines will be available to members of the UConn Health community including employees, managers, and supervisors to ensure a clear understanding of roles and responsibilities in regards to event accessibility. OIE staff will present event accessibility training in various formats including in-person and online. The materials will be made available online through www.accessibility.uconn.edu.

The Office of Institutional Equity (OIE) developed and published guidelines for accessible events. These guidelines are available online at www.accessibility.uconn.edu/event-planning/ and outline the roles and responsibilities of event planners and organizers in regards to event accessibility. Additional information is provided through the website to help event planners and organizers ensure an event is accessible to people with disabilities. OIE provided in-person training on October 3, 2018 to members of the UConn Committee on Access and Accommodation, a cross-departmental committee whose primary function is to promote ongoing assessment and awareness of goals, needs, and requirements related to access and accommodation at the University and UConn Health.

Program Goal 4

Goal met.

The Office of Institutional Equity (OIE) will collaborate with the Department of Human Resources to update and disseminate guidelines on applicant evaluation for search committee, hiring managers and Human Resources staff. The guidelines will focus on objective applicant evaluation and the specific and detailed information necessary compliance with regulatory requirements.

The Office of Institutional Equity (OIE) updated various resources available to search committees, hiring managers and Human Resources staff. OIE reviewed and updated materials covering applicant evaluation and ranking using minimum and preferred qualifications. Search committee materials which include information about search committee roles and responsibilities, inherent bias in the search process, objective applicant evaluation and interviewing best practices were revised. The revised guidelines include process specific guidance and address frequently asked about topics. All materials are available on the OIE website: https://equity.uconn.edu/search-process/.