



TO: All UConn Health Faculty, Staff, and Union Representatives

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

DATE: May 29, 2020

SUBJECT: Affirmative Action Plan Update and Distribution of Policy Statements

UConn Health's 2019 Affirmative Action Plan (*Plan*) was approved by the Commission on Human Rights and Opportunities on December 11, 2019. 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 2019 *Plan* until September 18, 2020.

A copy of the *Plan* is available for review and comments (when in-person operations resume):

[The Office of Institutional Equity \(OIE\)](#)

16 Munson Road, 4th Floor  
Farmington, CT 06030

An electronic (PDF) version is also 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

860-679-3563

### **OIE Annual Policy Distribution**

The following policies and procedures have been included in the *Plan*, distributed to every employee through UConn Health's Office of Institutional Equity's (OIE) [webpage](#) and posted on bulletin boards throughout UConn Health.

Office of Institutional Equity

263 FARMINGTON AVENUE

FARMINGTON, CT 06030-5310

PHONE 860.679.3563

FAX 860.679.6512

[equity@uconn.edu](mailto:equity@uconn.edu)

[equity.uconn.edu](http://equity.uconn.edu), [titleix.uconn.edu](http://titleix.uconn.edu), [accessibility.uconn.edu](http://accessibility.uconn.edu)

*An Equal Opportunity Employer*

- [Affirmative Action and Equal Employment Opportunity](#)
- [Policy Against Discrimination, Harassment and Related Interpersonal Violence](#)
- [Policy Statement: People with Disabilities](#)
- [University of Connecticut Discrimination Complaint Procedures](#)

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 at <https://equity.uconn.edu/>. If you have a specific question or need further assistance, please do not hesitate to contact a member of OIE at (860) 679-3563 or by email at [equity@uconn.edu](mailto:equity@uconn.edu).

### **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 placed in prominent locations throughout UConn Health. Vice Presidents, Deans, Directors, and other supervisory employees are asked to ensure that the policies are displayed in their respective units in locations highly visible to employees, students, and the public.

### **Sexual Harassment Prevention and Diversity Awareness Training Update:**

UConn Health's Sexual Harassment Prevention and Diversity Awareness Trainings are important components of the University's commitment to maintaining a safe, inclusive, and non-discriminatory learning and working environment for all members of our community, both remotely and in person. Due to Covid-19, both in-person trainings are suspended temporarily.

In the 2019 legislative session, the Connecticut General Assembly passed and the Governor signed Public Acts 19-16 and 19-63, which together constitute the **Time's Up Act**.

The Time's Up Act establishes new requirements regarding sexual harassment prevention training and education. Under these new provisions, UConn Health is required to provide two hours of sexual harassment training and education to all employees who initially received sexual harassment training prior to October 1, 2018. These employees will be required to complete another two hours of sexual harassment prevention training by September 30, 2020; more information regarding the second of two online sexual harassment prevention trainings will be forthcoming shortly. Employees hired on or after October 1, 2018 will not need to receive training again. All Adjunct faculty members and Special Payroll employees, regardless of hire date, will also be required to complete this training.