



TO: Whom This May Concern
FROM: *K. G. Armstrong*
Kenneth G. Armstrong
System Officer for Diversity
DATE: January 23, 2009
SUBJ: Minority Fellowship Program

The System Office and the Community Colleges take great pride in being one of society's most eloquent expressions of commitment to equality of opportunity. At the same time, we recognize that our commitment to equality of opportunity must continue to include active and energetic efforts to recruit and employ minorities.

The Minority Fellowship Program is an initiative jointly sponsored by the Board of Trustees of Community-Technical Colleges and a coalition of professional staff unions; the Congress of Connecticut Community Colleges, the Federation of Technical College Teachers, (AFT) and the American Federation of State, County and Municipal Employees. A goal of the program is to provide the twelve Community Colleges and the System Office with opportunities to further diversify the professional workforce.

The System Office would appreciate your assistance in distributing the enclosed program description and application to graduate students interested in teaching in our system.

Enclosed is a copy of the Connecticut Community College System Minority Fellowship Program Description and Application. Please distribute or post the information at your university or college.

If you have any questions, I can be reached at (860) 244-7606.



MINORITY FELLOWSHIP
Fall 2009 and Spring 2010 Academic Year

Experience the excitement and challenges of the two-year college sector where 50% of the nation's undergraduates begin their higher education. The Connecticut Community Colleges are seeking minority graduate students interested in an administrative or teaching fellowship.

- Earn financial support for your educational expenses: \$3,500 per semester
- Gain valuable professional experience
- Develop professional relationships in your field
- Serve as a role model for students
- Enhance the ethnic, racial and intellectual diversity that the colleges seek to promote

The selected candidate should be a minority currently enrolled at least in the second year of a graduate program. Candidate should be in good academic standing, willing to spend 6 hours per week in classroom-related activities or in a structured administrative setting under the direction of a mentor. The individual will be involved in faculty or staff meetings, Minority Fellowship Orientation, two additional meetings with the coordinator of the program, and will assume increased responsibilities as the fellowship year progresses.

For further information and an application regarding the Minority Fellowship contact:

Kenneth Armstrong
Diversity Awareness Officer
System Office for Diversity Awareness
Board of Trustees of Community-Technical Colleges
61 Woodland Street
Hartford, CT 06105
karmstrong@commnet.edu

or call:

Denisa Calloway
Administrative Assistant
(860) 244-7607
dcalloway@commnet.edu

The Board of Trustees Community-Technical Colleges is an Affirmative Action/Equal Opportunity Employer, M/F protected group members are strongly encouraged to apply.

**Minority Fellowship Program Application
Connecticut Community Colleges
Academic Year 2009-2010**

Name _____
Last First Middle Initial

Local Address _____ Tel. No. _____
Street Town State/Zip

Permanent/Address _____ Tel. No. _____
Street Town State/Zip

Graduate School _____ Department _____

Current Field Study _____ Current Degree Program: Master's _____ Ph.D. _____ Other _____

Total No. Credits Completed _____ Date Degree Expected _____
(attach copy of Graduate Transcript(s))

Planned No. of Credits: Fall 2009 _____ Spring 2010 _____

Undergraduate Degree: Major _____ Minor _____

Undergraduate Institution _____ Degree _____ Date _____

Community College Information:

Have you attended a CT Community College? No /Yes (Name of College) _____

Fellowship Area of Interest:

_____ Instructional _____
Discipline(s)

_____ Administrative _____
Area of Interest

Connecticut Community College Campus Preference:
(Please indicate the community college to which you are submitting this application.)

College _____

Please tell us in a few sentences on the back of this application or in a separate letter why you are interested in this fellowship. Also indicate any relevant background or experience.

Applicant Signature _____ Date _____

Please return your application to: Kenneth Armstrong, Board of Trustees of the Connecticut Community Colleges, 61 Woodland Street, Hartford, CT 06105

SUPPLEMENTAL INFORMATION REQUEST FORM

Name of Applicant: _____

Position: _____

The Connecticut Community-Technical College System is subject to federal and state laws and regulations regarding equal employment opportunity and affirmative action which make the keeping of records regarding the race, sex and handicap status of employment applicants a necessity. Additionally, the Board of Trustees of Community-Technical Colleges is committed to avoiding the use of unintentional barriers to equal employment opportunity, and the keeping of such statistics aids in this regard. The information on how you became aware of this position helps to identify those recruitment sources, which were effective, and assists with future recruitment activity. Therefore, it is requested that you provide the information requested below and return this form in the envelope provided.

This information will not be used to exclude you at any stage of the search and selection process and will be used only to comply with requirements established in the regulations of the Connecticut Commission on Human Rights and Opportunities. If you have any questions regarding this data collection activity, please feel free to contact the System Officer for Diversity Awareness at (860) 244-7606.

If you do not wish to furnish this information, failure to do so will not in any way negatively affect your candidacy for this position.

PLEASE CHECK THE APPROPRIATE DESIGNATION FOR EACH CATEGORY:

Sex : ___ Female ___ Male

Race: ___ Asian
 ___ Black
 ___ Hispanic
 ___ Other (please indicate)

Other: ___ Handicapped

PLEASE INDICATE HOW YOU BECAME AWARE OF THIS POSITION:

- ___ Chronicle of Higher Education (Bulletin Board)
- ___ Newspaper Classified Advertisement
 Newspaper: _____
- ___ Position Announcement Posting
- ___ Referral from an individual:
 - ___ within the Connecticut Community-Technical College System
 - ___ in your current institution/organization
 - ___ in a professional association/organization
 - ___ in a community organization
 - ___ within the community
 - ___ other: _____

THE CONNECTICUT COMMUNITY-TECHNICAL COLLEGE SYSTEM IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER M/F