


**The California State University
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Date: May 6, 2003

**Code: TECHNICAL LETTER
HR/EEO 2003-01**

To: CSU Presidents

From: Jackie R. McClair 
Vice Chancellor
Human Resources

Subject: Affirmative Action Plan Update

In compliance with the Board of Trustees Nondiscrimination Policy, Executive Order 774, and pertinent federal regulations regarding U.S. Executive Order 11246, as amended, each campus is expected to annually update its respective affirmative action plan. Please send one copy of the 2002-2003 Affirmative Action Plan to Ms. Maria Santos, Senior Director, Employee Relations by July 31, 2003.

The plan should be consistent with the requirements outlined in the federal regulations implementing U.S. Executive Order 11246. These regulations can be accessed at <http://www.dol.gov/dol/esa/public/regs/fedreg/final/2000028693.pdf>. Two years ago there were some changes to the federal regulations that we highlighted in Technical Letter 2001-01, which can still be accessed on our Website <http://www.calstate.edu/HRAdm/pdf2001/TL-SA2001-01.pdf>.

Our office currently has copies of some affirmative action plans. If your campus desires the return of its most recent plan submitted to our office, please notify Maria Santos as soon as possible. Otherwise the plans will be discarded upon receipt of your current plan.

Questions regarding the submission of the updated 2002-2003 Affirmative Action Plans should be directed to Maria Santos at (562) 951-4425. This Technical Letter is available on Human Resources Administration's Web page at: <http://www.calstate.edu/HRAdm/memos.shtml>.

Thank you for your cooperation.

Distribution:

Chancellor
EEO Directors
Human Resource Directors