


The California State University
Office of the Chancellor
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Date: July 6, 2004 **Code:** HR 2004-20

To: CSU Presidents

From: Jackie R. McClain 
Vice Chancellor
Human Resources

Subject: **Affirmative Action Plan Update**

In compliance with the Board of Trustees Nondiscrimination Policy, Executive Order 883, and federal regulations that implement 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 2003-2004 Affirmative Action Plan to Ms. Maria Santos, Senior Director, Employee Relations by **July 31, 2004**.

The plan should be consistent with the requirements of the implementing regulations of U.S. Executive Order 11246. These regulations can be accessed at <http://www.dol.gov/esa/regs/fedreg/final/2000028693.pdf>. Highlights of these regulatory changes were summarized in Technical Letter 2001-01, which can be accessed on the CSU website at <http://www.calstate.edu/HRAdm/pdf2001/TL-AA2001-01.pdf>.

Our office will discard the plans from last year upon receipt of your current plans unless you notify Ellen Bui as soon as possible that you wish your last year's plan returned to you.

Questions regarding the submission of the 2003-2004 Affirmative Action Plan should be directed to Ellen Bui at (562) 951-4427. This Technical Letter is available at <http://www.calstate.edu/HRAdm/memos.shtml>.

Thank you for your cooperation.

Distribution:

Chancellor
EEO Directors
Human Resources Directors