

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore
Long Beach, California 90802-4210
(562) 951-4411

Date: August 20, 2004 **Code:** HR 2004-27
To: CSU Presidents **Reference:** HR 2004-25
From: Jackie R. McClain 
Vice Chancellor **Time Sensitive:**
Human Resources Response Required
by September 1, 2004
Subject: **FLSA Training Workshop: New White Collar Exemption Regulations**

We are pleased to announce that Systemwide Human Resources (HR) will be offering Web-based training on the U.S. Department of Labor's new Fair Labor Standards Act's (FLSA) "white collar" exemption regulations that take effect on August 23, 2004. This training is provided for academic and staff human resources and payroll professionals. The training is scheduled as follows:

Date: September 8, 2004
Time: 2:00 p.m. to 3:30 p.m.
Agenda: Overview of the new regulations and CSU impact

Registration Information: We suggest that campus attendees participate in the training as a group in a conference room. HR asks that the HR director or designee register on behalf of his/her campus by contacting Ms. Rachel Caracoza at (562) 951-4411 **no later than Wednesday, September 1, 2004**. Prior to the training, HR will e-mail the HR director or designee the following information: Web address, technical instructions, and training materials.

Prior to Training:

- We request that attendees review HR 2004-25 that addresses the new FLSA "white collar" exemption regulations.
- To ensure that we address critical campus questions regarding the new "white collar" exemptions, we request that you e-mail any questions you may have to Ms. Arlene Coronel (acoronel@calstate.edu) no later than Friday, September 3, 2004.

Additional FLSA Resources: A comprehensive library of FLSA resources including the new DOL regulations can be found on Human Resources Administration's policy Web site at: <http://www.calstate.edu/HRAdm/Policies/flsa.shtml>.

Distribution:

CSU Chancellor	General Counsel
Vice Presidents, Administration	Payroll Managers
Vice Presidents, Academic Affairs	Benefit Officers
Human Resources Directors	Compensation/Classification Professionals
Associate Vice Presidents/Deans, Faculty Affairs	

Questions regarding this training may be directed to Human Resources Administration at (562) 951-4411. This document also is available on Human Resources Administration's Web site at: <http://www.calstate.edu/HRAdm/memos.shtml>.

JRMCC/ac