

**The California State University
Office of the Chancellor
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Code: 99 - 02

Date: January 29, 1999
To: CSU Presidents
From: Samuel A. Strafaci
Interim Senior Director
Human Resources
Subject: 1999/2000 Affirmative Action Plans

In compliance with the Board of Trustees Nondiscrimination Affirmative Action Policy, Executive Order 340, and pertinent federal regulations regarding Executive Order 11246, as amended, each campus is expected to update its respective affirmative action plan. Please send one copy of the 1999/2000 Affirmative Action Plan to Ms. Maria Santos, Senior Director, Employment Practices by May 31, 1999.

The plan should be consistent with the requirements outlined in Executive Order 340 and should include the proper workforce analysis, job group and availability assessment, determination of utilization with identification of goals and timetables, analysis of selection/promotion and termination trends, and evaluation of the implementation of the current plan with particular emphasis on objectives achieved and problem areas identified.

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 1999/2000 Affirmative Action Plans are to be directed to Maria Santos at (562) 985-2665.

Thank you for your cooperation.

SAS:jj

Distribution: Chancellor
Affirmative Action Directors
Human Resource Directors