

The California State University
Office of the Chancellor
401 Golden Shore
Long Beach, CA 90802-4210
(562) 951-4410

Date: January 28, 2003

Code: HR 2003-01

To: CSU Presidents

**Please Respond by
February 14, 2003**

From: Jackie R. McClain
Vice Chancellor
Human Resources



Subject: **SYSTEMWIDE CONFLICT OF INTEREST (COI) WORKSHOP**

Human Resources will present a one-day Conflict of Interest workshop on February 27, 2003. The workshop is designed to provide information and update campus Conflict of Interest filing officers on the Fair Political Practices Commission's (FPPC) filing requirements. A draft agenda is attached for your reference. Meeting information follows:

Date

February 27, 2003
9:00 a.m. - 3:00 p.m.

Location

Crowne Plaza Hotel - LAX
5985 West Century Blvd.
Los Angeles, CA 90045-5463
(310) 642-7500

A continental breakfast will be provided and the hotel has restaurants available for lunch. Shuttle transportation is available to transport participants from LAX to the Crowne Plaza Hotel (less than one mile away). Space is available to accommodate up to two employees per campus. **Participants may register by sending an email to Felice Bakre at fbakre@calstate.edu by February 14, 2003.** Questions about the workshop should be directed to Ms. Bakre at (562) 951-4410.

This Human Resources letter is available on the Human Resources Administration's Web page at: <http://www.calstate.edu/HRAdm/memos.shtml>.

JRMcC/fb

Attachment

Distribution:

Vice Presidents, Academic Affairs
Vice Presidents, Administration
Associate Vice Presidents/Deans, Faculty Affairs
Director, SOSS
Human Resources Directors
Conflict of Interest Filing Officers

California State University

CONFLICT OF INTEREST WORKSHOP

February 27, 2003, 9:00 a.m. – 3:00 p.m.

Crowne Plaza Hotel– LAX

DRAFT AGENDA

- Δ Welcome and Introductions

- Δ Fair Political Practices Commission (FPPC) Update
FPPC Representative (name to be announced)
 - Overview
 - Compliance Issues
 - The Filing Process (statements and schedules)
 - Clarification of the role of “consultant” and “principle investigator”
 - CSU Disclosure Categories
 - Designating a Position
 - Form 700-U “Statement of Economic Interests for Principle Investigators”

- Δ Amendment Updates
Bruce Richardson, CSU Office of General Counsel
 - New legislation
 - Procurement Cards (“P” Cards)

- Δ Roundtable Discussion