

March 15, 2011

ADMINISTRATIVE PROCEDURES MEMORANDUM NO. 11-08

TO: University Administrators and Chancellors

FROM: Linda K. Johnsrud August School Street Street

SUBJECT: REVISED ADMINISTRATIVE PROCEDURE A9.030 -

FEDERAL AND STATE POSTING REQUIREMENTS

Transmitted herewith is the revised Administrative Procedure A9.030 – Federal and State Posting Requirements. The purpose of this procedure is to comply with federal and State laws on posting employment related notices. The administrative procedure has been revised to reflect the updated posters and the websites to obtain the posters.

Please call the Office of Human Resources at 956-8643 should you have any questions on this procedure.

Attachment