

The Federal Aviation Administration, having completed a review of the airspace requirements for the terminal area of New York, New York, proposes the airspace action hereinafter set forth:

1. Amend § 71.181 of Part 71 of the Federal Aviation Regulations by deleting the description of the New York, N.Y. transition area and by substituting the following in lieu thereof:

That airspace extending upward from 700 feet above the surface within a 9-mile radius of the center 40°38'25" N., 73°46'41" W., of John F. Kennedy International Airport, New York, N.Y., extending clockwise from a 035° bearing to a 065° bearing from the airport; within an 8.5-mile radius of the center of the airport, extending clockwise from a 065° bearing to a 228° bearing from the airport; within a 9-mile radius of the center of the airport, extending clockwise from a 228° bearing to a 244° bearing from the airport; within a 14-mile radius of the center of the airport, extending clockwise from a 244° bearing to a 290° bearing from the airport; within a 9-mile radius of the center of the airport, extending clockwise from a 290° bearing to a 338° bearing from the airport; within a 10-mile radius of the center of the airport, extending clockwise from a 338° bearing to a 035° bearing from the airport; within 3 miles each side of the Canarsie, N.Y. VOR 210° radial, extending from the Canarsie, N.Y. VOR to 4 miles southwest of the VOR; within a 9-mile radius of the center, 40°46'36" N., 73°52'24" W., of LaGuardia Airport, New York, N.Y., extending clockwise from a 029° bearing to a 080° bearing from the airport; within a 10-mile radius of the center of the airport, extending clockwise from a 080° bearing to a 117° bearing from the airport; within a 9-mile radius of the center of the airport, extending clockwise from a 117° bearing to a 243° bearing from the airport; within a 10-mile radius of the center of the airport, extending clockwise from a 243° bearing to a 320° bearing from the airport; within an 11.5-mile radius of the center of the airport, extending clockwise from a 320° bearing to a 029° bearing from the airport; within 3.5 miles each side of the LaGuardia, N.Y. VOR 038° radial, extending from the LaGuardia, N.Y. VOR to 9 miles northeast of the VOR; within a 10-mile radius of the center, 40°50'57" N., 74°03'47" W., of Teterboro Airport, Teterboro, N.J., extending clockwise from a 047° bearing to a 077° bearing from the airport; within a 7.5-mile radius of the center of the airport, extending clockwise from a 077° bearing to a 241° bearing from the airport; within an 11-mile radius of the center of the airport, extending clockwise from a 241° bearing to a 253° bearing from the airport; within a 15-mile radius of the center of the airport, extending clockwise from a 253° bearing to a 047° bearing from the airport; within 9.5 miles northwest and 4.5 miles southeast of the Teterboro Airport ILS localizer southwest course, extending from the OM to 18.5 miles southwest of the OM; within a 9-mile radius of the center, 40°41'40" N., 74°10'02" W., of Newark International Airport, Newark, N.J.

Extending clockwise from a 011° bearing to a 071° bearing from the airport; within an 8.5-mile radius of the center of the airport, extending clockwise from a 071° bearing to a 123° bearing from the airport; within a 9-mile radius of the center of the airport, extending clockwise from a 123° bearing to a 150° bearing from the airport; within an 8.5-mile radius of the

center of the airport, extending clockwise from a 150° bearing to a 232° bearing from the airport; within a 9.5-mile radius of the center of the airport, extending clockwise from a 232° bearing to a 255° bearing from the airport; within a 12-mile radius of the center of the airport, extending clockwise from a 255° bearing to a 011° bearing from the airport; within 2.5 miles each side of a 105° bearing from a point 40°45'24" N., 74°30'48" W., extending from the 12-mile radius area to 4 miles east of said point; within 5 miles each side of a 098° bearing from the Chatham, N.J. RBN, extending from the 12-mile radius area to 2 miles east of the Chatham, N.J. RBN; within a 10-mile radius of the center, 40°47'58" N., 74°24'56" W., of Morristown Municipal Airport, Morristown, N.J., extending clockwise from a 022° bearing to a 116° bearing from the airport; within an 8.5-mile radius of the center of the airport, extending clockwise from a 116° bearing to a 116° bearing from the airport; within a 12-mile radius of the center of the airport, extending clockwise from a 225° bearing to a 264° bearing from the airport; within a 12.5-mile radius of the center of the airport, extending clockwise from a 264° bearing to a 335° bearing from the airport; within a 13.5-mile radius of the center of the airport, extending clockwise from a 335° bearing to a 022° bearing from the airport; within 6.5 miles northwest and 4.5 miles southeast of the Morristown Municipal Airport ILS localizer northeast course, extending from 5.5 miles southwest of the OM to 11.5 miles northeast of the OM; within 9.5 miles southeast and 4.5 miles northwest of the Morristown Municipal Airport ILS localizer northeast course, extending from the OM to 18.5 miles northeast of the OM; within 9.5 miles northwest and 4.5 miles southeast of a 204° bearing from the Chatham, N.J. RBN, extending from the Chatham, N.J. RBN to 18.5 miles southwest of the RBN; within 5 miles each side of the Solberg, N.J. VORTAC 067° radial, extending from the Solberg, N.J. VORTAC to 10.5 miles northeast of the VORTAC; within 5 miles each side of the Morristown Municipal Airport ILS localizer southwest course, extending from the localizer to 14.5 miles southwest of the localizer; within a 5.5-mile radius of the center, 40°31'30" N., 74°35'52" W., of Kupper Airport, Manville, N.J.

Extending clockwise from a 064° bearing to a 331° bearing from the airport; within an 8.5-mile radius of the center of the airport, extending clockwise from a 331° bearing to a 064° bearing from the airport; within 6.5 miles northeast and 4.5 miles southwest of the Solberg, N.J. VORTAC 298° radial and 118° radial, extending from 5.5 miles southeast to 11.5 miles northwest of the VORTAC; within a 7-mile radius of the center, 40°52'15" N., 74°17'00" W., of Caldwell-Wright Airport, Caldwell, N.J., extending clockwise from a 062° bearing to a 149° bearing from the airport; within a 9.5-mile radius of the center of the airport, extending clockwise from a 149° bearing to a 267° bearing from the airport; within a 14-mile radius of the center of the airport, extending clockwise from a 267° bearing to a 346° bearing from the airport; within a 10-mile radius of the center of the airport, extending clockwise from a 346° bearing to a 062° bearing from the airport; within 3.5 miles each side of a 276° bearing from a point 40°52'48" N., 74°20'08" W., extending from said point to 11.5 miles west of said point; within 5 miles each side of a 281° bearing from a point 40°52'48" N., 74°20'08" W., extending from said point to 13.5 miles west of said point;

within 9.5 miles northwest and 4.5 miles southeast of a 054° bearing from the Paterson, N.J. RBN, extending from the RBN to 18.5 miles northeast of the RBN; within a 6-mile radius of the center, 40°41'28" N., 74°32'08" W., of Somerset Hills Airport, Basking Ridge, N.J., extending clockwise from a 035° bearing to a 162° bearing from the airport; within a 7-mile radius of the center of the airport, extending clockwise from a 162° bearing to a 217° bearing from the airport; within a 6-mile radius of the center of the airport, extending clockwise from a 217° bearing to a 287° bearing from the airport; within a 7.5-mile radius of the center of the airport, extending clockwise from a 287° bearing to a 035° bearing from the airport; within 8 miles northwest and 4.5 miles southeast of a 058° bearing and a 238° bearing from the Chatham, N.J. RBN, extending from 5.5 miles southwest of the RBN to 11.5 miles northeast of the RBN; within 5 miles each side of the Sparta, N.J. VORTAC 082° radial, extending from 23 miles east of the VORTAC to 38 miles east of the VORTAC; within an 8.5-mile radius of the center, 40°37'30" N., 74°40'30" W., of Somerset Airport, Somerville, N.J.

Extending clockwise from a 044° bearing to a 138° bearing from the airport; within a 6-mile radius of the center of the airport, extending clockwise from a 138° bearing to a 274° bearing from the airport; within an 11.5-mile radius of the center of the airport, extending clockwise from a 274° bearing to a 312° bearing from the airport; within a 10.5-mile radius of the center of the airport, extending clockwise from a 312° bearing to a 044° bearing from the airport; within 8 miles southeast and 4.5 miles northwest of the Solberg, N.J. VORTAC 050° and 230° radials, extending from 5.5 miles northeast of the VORTAC to 11.5 miles southwest of the VORTAC; that airspace extending upward from 1,200 feet above the surface bounded by a line beginning at 41°19'00" N., 74°00'00" W., to 41°12'00" N., 74°00'00" W., to 41°11'00" N., 74°09'00" W., to 41°08'10" N., 74°13'00" W., thence northwesterly along the boundary of the State of New Jersey to 41°17'45" N., 74°33'15" W., to 41°19'00" N., 74°33'00" W., to the point of beginning; and that airspace extending upward from 1,200 feet above the surface bounded by a line beginning at 40°30'00" N., 73°36'00" W.; thence east along 40°30'00" N. to the northwest edge of V-139, thence southwest along the northwest edge of V-139 to 40°12'55" N., 73°19'00" W.; to 40°14'15" N., 73°30'30" W., to 40°21'45" N., 73°40'45" W., to 40°16'35" N., 73°47'30" W., to 41°17'30" N., 73°54'45" W., to 40°17'00" N., 73°58'00" W., to 40°24'00" N., 73°58'00" W., to 40°29'00" N., 74°16'00" W., to 40°32'00" N., 74°16'00" W., to 40°41'00" N., 74°11'45" W., to 40°32'00" N., 73°49'00" W., to 40°32'00" N., 73°45'00" W., to 40°33'00" N., 73°41'00" W., to 40°41'00" N., 73°39'00" W., to 40°55'00" N., 73°50'00" W., to 40°55'00" N., 73°58'00" W., to 41°00'00" N., 73°54'00" W., to 41°00'00" N., 73°33'00" W., to 40°50'00" N., 73°42'00" W., to 40°41'00" N., 73°33'30" W., to the point of beginning. The airspace within W-106 below 3,000 feet MSL is excluded.

This amendment is proposed under section 307(a) of the Federal Aviation Act of 1958 (72 Stat. 745; 49 U.S.C. 1348) and section 6(c) of the Department of Transportation Act (49 U.S.C. 1655(c)).

Issued in Jamaica, N.Y., on April 22, 1974.

MARTIN J. WHITE,  
Acting Director, Eastern Region.

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## Federal Aviation Administration

## [ 14 CFR Part 71 ]

[Airspace Docket No. 74-WA-3]

## TERMINAL CONTROL AREA AT ATLANTA, GEORGIA

## Proposed Alteration and Expansion

The Federal Aviation Administration (FAA) is considering an amendment to Part 71 of the Federal Aviation Regulations that would alter the Atlanta, Ga., Terminal Control Area (TCA) by expanding the Atlanta TCA vertically to 12,500 feet MSL and horizontally to a 35-mile radius; adding east and west extensions to the 2500-foot area to accommodate parallel approaches; and deleting a portion of the surface area. Experience obtained under the proposed amendment may support later proposals to raise the upper limit of all Group I and Group II TCAs to 12,500 feet MSL.

Interested persons may participate in the proposed rulemaking by submitting such written data, views, or arguments as they may desire. Communications should identify the airspace docket number and be submitted in triplicate to the Director, Southern Region, Attention: Chief, Air Traffic Division, Federal Aviation Administration, P.O. Box 20636, Atlanta, Ga. 30320. All communications received on or before July 8, 1974 will be considered before action is taken on the proposed amendment. The proposal contained in this notice may be changed in the light of comments received.

An official docket will be available for examination by interested persons in the Federal Aviation Administration, Office of the General Counsel, Attention: Rules Docket, Room 916, 800 Independence Avenue SW., Washington, D.C. 20590. An informal docket also will be available for examination at the office of the Regional Air Traffic Division Chief.

TCAs initially evolved from the 1968 Mid-Air Collision Study Program which indicated that the uncontrolled mix of VFR and IFR aircraft was a basic factor of terminal air traffic conflicts. TCAs are established to reduce the midair collision potential between large turbine-powered aircraft and unknown aircraft not operating within the air traffic control system. Air carriers account for much of the traffic at TCA locations and their involvement in a mid-air collision could be of catastrophic proportion.

There exists a potential for mid-air collision between turbine-powered aircraft being controlled by ATC and uncontrolled aircraft operating in the airspace between the floor of area positive control (18,000 feet MSL) and the tops of existing TCAs. After July 1, 1975, all aircraft operating in controlled airspace above 12,500 feet MSL will be required to have a transponder with a Mode 3/A 4096 Code capability and Mode C automatic altitude reporting capability. Further expansion of TCA airspace vertically to 12,500 feet would allow containment of jet aircraft within protected

airspace during the transition into and out of the high density terminal areas.

On December 4, 1973, an FAA informal airspace meeting was held with representatives of the airspace user organizations in Atlanta to propose an expansion of TCA airspace vertically to 12,500 feet. The primary objection raised concerned a proposal for a 250-knot speed restriction within the expanded TCA. This restriction has been withdrawn.

It is therefore proposed to expand the Atlanta TCA by adding to the existing TCA a circular layer of airspace extending from 8,000 up to and including 12,500 feet MSL to a radius of 35-nautical miles from the Atlanta Airport.

The Atlanta TCA has been in effect since 1970 and has proven successful. However, during this time an additional east/west runway has been added to the Atlanta runway complex making it possible to conduct parallel ILS approaches. The present area is not large enough to procedurally contain all jet arrivals executing an ILS approach to runways 9R/27L while parallel approaches are in progress. A large number of jet aircraft being vectored for these approaches through necessity exit the TCA at the 12-mile boundary then reenter the airspace as they approach the airport.

By extending a portion of the 2500-foot area to the 20-mile radius circle, both east and west of the airport large turbine-powered aircraft being turned on to the "Low Side" of the parallel ILS approaches can be kept within the TCA. This procedure is required since vertical separation must be established prior to the lower aircraft intercepting the ILS.

In addition to the aforementioned changes, two other changes to the TCA are proposed. The geographical position of the William B. Hartsfield Atlanta International Airport has been recomputed due to the addition of an east/west runway. The east/west parallel runways were renumbered because of this expansion. These changes should be reflected in the official designation of the TCA.

Also, the extension of the surface area east of the Atlanta Airport was originally included in the TCA to accommodate large turbine-powered aircraft making an approach from the REX VOR. This procedure is not normally used by these aircraft and therefore the airspace contained in the extension should be made available to aircraft operating outside the TCA. This change is also included in this proposal.

In consideration of the foregoing, it is proposed to amend the Atlanta, Ga., TCA in § 71.401 of Part 71 of the Federal Aviation Regulations to read as follows:

## ATLANTA, GA., TERMINAL CONTROL AREA

Primary Airport, Atlanta Airport (Lat. 33°38'31" N., Long. 84°25'34" W.)

## BOUNDARIES

Area A. That airspace extending upward from the surface to and including 12,500 feet MSL within a 7-mile radius of the Atlanta Airport, excluding the Fulton County Control Zone and the airspace north of a line four miles north of and parallel to the extended centerline of Runways 8/26.

Area B. That airspace extending upward from 2,500 feet MSL to and including 12,500 feet MSL within a 12-mile radius of the Atlanta Airport, and that airspace between the 12-mile and 20-mile radii, bounded on the north by the 090°T(089°M) 270°T(269°M) radials of the Rex VOR and on the south by the 091°T(090°M) and 271°T(270°M) radials of the Atlanta VORTAC, excluding Area A, the Fulton County Control Zone, and the airspace north of a line four miles north of and parallel to the extended centerline of Runways 8/26.

Area C. That airspace extending upward from 3,500 feet MSL to and including 12,500 feet MSL within a 20-mile radius of the Atlanta Airport, excluding Area A, Area B, and the airspace north of a line one mile south of and parallel to the 271°T(271°M) and 091°T(091°M) radials of the Fulton County VOR.

Area D. That airspace extending upward from 6,000 feet MSL to and including 12,500 feet MSL north of the Atlanta Airport bounded on the east by a 20-mile radius arc from the Atlanta Airport, on the south by a line one mile south of and parallel to the 271°T(271°M) and 091°T(091°M) radials of Fulton County VOR, on the west by a 20-mile radius arc from the Atlanta Airport, and on the north by the southern boundary of the area described as the Dobbins AFB Control Zone and the 260°T(259°M) radial of Norcross VOR east of the Dobbins AFB control zone.

Area E. That airspace extending upward from 8,000 feet MSL to and including 12,500 feet MSL within a 35-mile radius of the Atlanta Airport excluding Areas A, B, C, and D previously described.

This amendment is proposed under the authority of sections 307(a) of the Federal Aviation Act of 1958 (49 U.S.C. 1348(a)) and section 6(c) of the Department of Transportation Act (49 U.S.C. 1655(c)).

Issued in Washington, D.C., on April 30, 1974.

GORDON E. KEWER,  
Acting Chief, Airspace and Air  
Traffic Rules Division.

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EQUAL EMPLOYMENT  
OPPORTUNITY COMMISSION

[ 29 CFR Part 1602 ]

HIGHER EDUCATION STAFF  
INFORMATION REPORT EEO-6Reporting and Recordkeeping  
Requirements; Notice of Hearing

Notice is hereby given pursuant to 44 U.S.C. 1508 and § 1602.3, Equal Employment Opportunity Commission Procedural Regulations, 29 CFR 1602.3, that the Equal Employment Opportunity Commission has authorized a public hearing to be held at 10 a.m., May 22, 1974, in the hearing room of the Equal Employment Opportunity Commission, 1800 G Street NW., Washington, D.C., room 1129, for the purpose of considering views regarding proposed reporting and recordkeeping requirements for institutions of higher education as set forth in §§ 1602.47-1602.55 and Higher Education Staff Information Report EEO-6.<sup>1</sup> The

<sup>1</sup> The proposed report EEO-6 and instructions are set forth in Appendix I immediately following the proposed regulations.

public hearing is held as required by section 709(c), 42 U.S.C. (Sup. II) 2000e-8(c), of Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, and § 1602.2, Equal Employment Opportunity Commission Procedural Regulations, 29 CFR 1602.2.

The Equal Employment Opportunity Act of 1972 extended the Commission's jurisdiction to include the employment practices of educational institutions, both public and private, with 15 or more employees, except religious educational institutions with respect to the employment of individuals of a particular religion. The Act prohibits employment discrimination on the basis of race, color, religion, sex, or national origin. Section 709(c) of the Act authorizes the Commission to require employers, employment agencies, and labor organizations to preserve such records and reports as are necessary and appropriate for the enforcement of the Act.

Accordingly, the Commission proposes to amend Title 29, chapter XIV, part 1602 of the Code of Federal Regulations to establish report and recordkeeping regulations for institutions of higher education as set forth below.

Report EEO-6 is a joint report form which will service the employment information needs of this Commission, the Office of Civil Rights of the Department of Health, Education and Welfare (OCR), the Office of Federal Contract Compliance of the Department of Labor (OFCC), and the National Center for Educational Statistics of the Office of Education, Department of Health, Education, and Welfare (NCES). Report EEO-6 will replace Report EEO-1 now required by OFCC for institutions of higher education performing services as prime government contractors. Report EEO-6 will replace the staff portion of the Higher Education General Information Survey (O.E. Form 2300-3) of NCES. The Office of Civil Rights does not have a form requiring the information to be elicited by Report EEO-6. The Report EEO-6, therefore, will avoid unnecessary duplication of effort and will benefit the public and the agencies involved pursuant to the requirements of Chapter 35, Coordination of Federal Reporting Services, Title 44 of the United States Code 3501 et seq.

The regulations provide that all institutions having fifteen or more employees must file report EEO-6 annually. The term "institution of higher education" is defined. Such institutions are also required to retain the report forms filed for the three preceding years and all records which are necessary for the completion of the report. Personnel or employment records relating to hiring, promotion, tenure, and termination are required to be kept for a period of two years.

All persons who are interested are invited to participate in the public hearing. The procedure governing the hearing is set forth in §§ 1602.4-1602.6. Equal Employment Opportunity Commission Regulations, 29 CFR 1602.4-1602.6. Each

person who wishes to participate should notify, in writing, the Director of Research, Equal Employment Opportunity Commission, Public Hearing-Personal, 1800 G Street NW., Washington, D.C. 20506, by May 17, 1974. Such notification should include the name, address, and telephone number of the person, agency, or organization wishing to participate, a brief general description of the evidence or argument to be presented, and an estimation of the time which will be required for such purpose. The Commission will notify the person, agency, or organization of the approximate time it will have for presentation and the approximate time during the public hearing at which such presentation may be given. A transcript will be made of the hearing and may be purchased by the public.

Persons planning to participate in this hearing and persons who are unable to attend the hearing or who wish to supplement in any way the presentation given at the hearing may submit pertinent written data, views, and argument to the Director of Research, Equal Employment Opportunity Commission, Proposed Regulation—Personal, 1800 G Street NW., Washington, D.C. 20506, no later than May 29, 1974. Each written submission should give the name and address of the person, agency, or organization responsible for it. Copies of all written submissions will be available for examination by interested persons at the Equal Employment Opportunity Commission Library, 1800 G Street NW., Washington, D.C., room 1145, between the hours of 9:30 a.m. to 5 p.m.

It is proposed to amend 29 CFR Part 1602 by adding new subparts O, P, and Q, consisting of new §§ 1602.47, 1602.48, 1602.49, 1602.50, 1602.51, 1602.52, 1602.53, 1602.54, and 1602.55, thereto to read as follows:

#### Subpart O—Recordkeeping for Institutions of Higher Education

Sec.  
1602.47 Definition.  
1602.48 Records to be made or kept.  
1602.49 Preservation of records made or kept.

AUTHORITY: Sec. 709(c), 78 Stat. 265, 42 U.S.C. 2000e-8(c), 29 CFR 1602.3.

#### § 1602.47 Definition.

Under this subpart, the term "institution of higher education" means an institutional system, college, university, community college, junior college, and any other educational institution which offers an associate degree, baccalaureate degree or higher degree or which offers a two year program of college level studies without degree. The term "college level studies" means a post secondary program which is wholly or principally creditable toward a baccalaureate degree or terminates in an associate degree.

#### § 1602.48 Records to be made or kept.

Commencing September 1, 1974, every institution of higher education, whether public or private, with 15 or more employees, shall make or keep all records, and information therefrom, which are

or would be necessary for the completion of Higher Education Staff Information Report EEO-6 whether or not it is required to file such a report under § 1602.50. The instructions for completion of Report EEO-6 are specifically incorporated herein by reference and have the same force and effect as other sections of this part. Such records, and the information therefrom, shall be retained at all times for a period of three years at the central administrative office of the institution of higher education, at the central administrative office of a separate campus or branch, or at an individual school which is the subject of the records and information, where more convenient. Such records, and the information therefrom, shall be made available if requested by the Commission or its representative under section 710 of Title VII and 29 U.S.C. 161. It is the responsibility of every institution of higher education to obtain from the Commission or its delegate the necessary instructions in order to comply with the requirements of this section.

#### § 1602.49 Preservation of records made or kept.

(a) Any personnel or employment record (including but not necessarily limited to application forms submitted by applicants and other records having to do with hiring, promotion, tenure, demotion, transfer, layoff, or termination, rates of pay or other terms of compensation, and selection for training) made or kept by an institution of higher education under § 1602.48 shall be preserved by such institution of higher education for a period of two years from the date of the making of the personnel action or record involved, whichever occurs later. In the case of the involuntary termination of an employee, the personnel records of the individual terminated shall be kept for a period of two years from the date of termination. Where a charge of discrimination has been filed, or a civil action brought against an institution of higher education by the Commission or the Attorney General, the respondent shall preserve similarly at the central administrative office of the institution of higher education, at the central office of a separate campus or branch, or at the individual school which is the subject of the charge or action, where more convenient, all personnel records relevant to the charge or action until final disposition thereof. The term "personnel records relevant to the charge," for example, would include personnel or employment records relating to the person claiming to be aggrieved and to all other employees holding positions similar to that held or sought by the person claiming to be aggrieved; it would also include application forms or test papers completed by an unsuccessful applicant and by all other candidates for the same position as that for which the person claiming to be aggrieved applied and was rejected. The date of "final disposition of the charge or the action" means the date of expiration of the statutory period within which a person claiming to be aggrieved

may bring an action in the United States District Court or, where an action is brought against an institution of higher education by a person claiming to be aggrieved, the Commission, or the Attorney General, the date on which such litigation is terminated.

(b) The requirements of paragraph (a) of this section shall not apply to application forms and other preemployment records of applicants for positions known to applicants to be of temporary or seasonal nature.

**Subpart P—Higher Education Staff Information Report EEO-6**

- Sec.  
1602.50 Requirement for filing and preserving copy of report.  
1602.51 Penalty for making of willfully false statements on report.  
1602.52 Commission's remedy for failure to file report.  
1602.53 Exemption from reporting requirements.  
1602.54 Additional reporting requirements.

AUTHORITY: Sec. 709(c), 78 Stat. 265, 42 U.S.C. 2000e-8(c) 29 CFR 1602.3.

**§ 1602.50 Requirement for filing and preserving copy of report.**

On or before November 30, 1974, and annually thereafter, every public and private institution of higher education having fifteen (15) or more employees shall file with the Commission or its delegate executed copies of Higher Education Staff Information Report EEO-6 in conformity with the directions set forth in the form and accompanying instructions. Every institution of higher education shall retain at all times, for a period of three years a copy of the most recently filed Report EEO-6 at its central administrative office, at the central office of a separate campus or branch, or at an individual school which is the subject of the report, where more convenient. An institution of higher education shall make the same available if requested by the Commission or its representative under the authority of section 710 of the Act and 29 U.S.C. 161. It is the responsibility of the institutions above described in this section to obtain from the Commission or its delegate necessary supplies of the form.

**§ 1602.51 Penalty for making of willfully false statements on report.**

The making of willfully false statements on Report EEO-6 is a violation of 18 U.S.C. 1001, and is punishable by fine or imprisonment as set forth therein.

**§ 1602.52 Commission's remedy for failure to file report.**

Any institution of higher education failing or refusing to keep records, in accordance with §§ 1602.48 or 1602.49, or failing or refusing to file Report EEO-6 when required to do so, in accordance with § 1602.50, may be compelled to keep records or to file by order of an United States District Court upon application of the Commission, or Attorney General in a case involving a public institution.

**§ 1602.53 Exemption from reporting requirements.**

If it is claimed that the preparation or filing of the report would create undue hardship, the institution of higher education may apply to the Commission for an exemption from the requirements set forth in this part by submitting to the Commission or its delegate a specific proposal for an alternative reporting system prior to date on which the report is due.

**§ 1602.54 Additional reporting requirements.**

The Commission reserves the right to require reports, other than that designated as the Higher Education Staff Report EEO-6, about the employment practices of private or public institutions of higher education whenever, in its judgment, special or supplemental reports are necessary to accomplish the purposes of Title VII. Any system for the requirement of such reports will be established in accordance with the procedures referred to in section 709(c) of Title VII and as otherwise prescribed by law.

**Subpart Q—Records and Inquiries as to Race, Color, National Origin, or Sex**

**§ 1602.55 Applicability of State or local law.**

The requirements imposed by the Equal Employment Opportunity Commission in these regulations, subparts O, P and Q of this part, supersede any provisions of State or local law which may conflict with them.

(Sec. 709(c), 78 Stat. 265, 42 U.S.C. 2000e-8(c), 29 CFR 1602.3)

Signed at Washington, D.C., this 1st day of May, 1974.

JOHN H. POWELL, JR.,  
Chairman.

**APPENDIX I—HIGHER EDUCATION STAFF INFORMATION EEO-6 FOR PUBLIC AND PRIVATE INSTITUTIONS**

Federal law requires that the Equal Employment Opportunity Commission (EEOC) and the Office for Civil Rights (OCR) of the Department of Health, Education and Welfare (HEW), prescribe such records and reports as are necessary or appropriate for the enforcement of the Civil Rights Act of 1964 as amended by the Equal Employment Opportunity Act of 1972, and for the enforcement of Executive Order 11246 by the Office of Federal Contract Compliance (OFCC). Accordingly this report is required by the OCR to carry out the purposes of Title VI of the Act, by EEOC to carry out the purposes of Title VII as amended by the Equal Employment Opportunity Act of 1972, and by OFCC to carry out purposes of Executive Order 11246.

This compliance reporting system is being implemented by the Higher Education Reporting Committee in a joint effort of EEOC, OCR, OFCC and the National Center for Educational Statistics of the Office of Education (HEW) for the collection of employment data of public and private institutions of higher education. The applicable laws, orders and regulations issued respectively by the EEOC, OCR, and OFCC pursu-

ant to such laws are reprinted in section 10, Definitions. The basis for the requirement of these data by the Office of Education are also explained in that section of the Appendix.

**1. RECORDKEEPING REQUIREMENTS**

Institutions of higher education, institutional systems, colleges and universities, including community colleges and junior colleges, public and private, with 15 or more employees are required to maintain the necessary records to complete the Higher Education Staff Information Report EEO-6. Campuses or schools within an institution or a system which are separately administered such as a branch of a parent institution or one of the administratively-equal campuses of a multicampus institution must also maintain the necessary records to complete the EEO-6 form.

**2. WHEN TO FILE**

This annual report must be filed with the Equal Employment Opportunity Commission no later than November 30, 1974. Employment statistics should cover the payroll period ending on or about October 31, 1974.

**3. WHERE TO FILE**

Forward the completed reports in triplicate to the P.O. Box shown on the EEO-6 form. All requests for additional reporting forms should also be directed to the P.O. Box address.

**4. HOW TO FILE**

Report forms will be preaddressed and sent directly to the particular institution (system, campus, branch, school, etc.) required to complete and file a report. A report must be filed covering total employment data of the reporting unit. An institution, campus, branch, etc., that does not receive the EEO-6 form for filing should request it from the Higher Education Reporting Committee, 1800 G Street, N.W., Washington, D.C. 20506.

A branch campus of a parent institution or one of the administratively-equal campuses of multicampus institution will complete and file a separate report.

**5. REQUESTS FOR INFORMATION AND SPECIAL PROCEDURES**

An institution, institutional system, campus, branch, or school which claims that preparation or the filing of Report EEO-6 would create undue hardships may apply to the Commission for a special reporting procedure, submitting a written, alternative proposal for compiling and reporting the information. Only those special procedures approved in writing by the Commission are authorized. Such authorization will remain in effect for one reporting year. Direct all requests for special exemption including proposed special reporting procedures and any other pertinent information to: Higher Education Reporting Committee, EEO-6; Equal Employment Opportunity Commission, Attention: Office of Research, 1800 "G" Street, N.W., Washington, D.C. 20506.

**6. INSTRUCTIONS FOR COMPLETING EEO-6**

**PART I—IDENTIFICATION**

A. Institution, Campus or School: Enter the name and address information including zip code, only if the preprinted label is in error, it is a new institution, campus or branch, it is a new school or the reporting unit has been renamed, consolidated or reorganized.

B. Type: Indicate, by a check mark, the type of institution, whether a 4-year college or university, community college (2 years or

more), junior college, technical college or institute, or other.

**C. Institution Covered is:** Indicate, by a check mark, the institution covered by the report, whether an institutional system, a single-campus institution, etc., in accordance with the following definitions:

**Institutional system.** A complex of two or more institutions of higher education, each separately organized or independently complete, under the control or supervision of a single administrative body.

**Single-campus Institution.** A single campus (or single building or structure) with a single administrative body. (See definition of Multi-Campus Institution)

**Branch Campus.** A campus of an institution of higher education which is organized on a relatively permanent basis (i.e., has a relatively permanent administration), which offers an organized program or programs of academic work of at least 2 years (as opposed to courses), and which is located in a community different from that in which its parent institution is located. To be considered different from that of a parent institution, a branch shall be located beyond a reasonable commuting distance from the main campus of the parent institution.

**Main Campus.** In those institutions comprised of a main campus and one or more branch campuses, the main campus (sometimes called the parent institution) is usually the location of the core, primary, or most comprehensive program. Unless the institution-wide, or central-administrative office for such institutions is reported to be at a different location, the main campus is also the location of the central-administrative office.

**Multi-Campus Institution.** An organization bearing a close resemblance to an institutional system, but unequivocally designated as a single institution with either of two organizational structures, (1) an institution having two or more campuses responsible to a central administration (which central administration may or may not be located on one of the administratively-equal campuses) or (2) an institution having a main campus with one or more branch campuses attached to it.

**Other.** It is possible that a reporting unit may not fall within any of the above categories. Use "Other" in such cases and specify for future use by EEOC.

**D. Federal Contract Information.** If the institution is a Federal contractor it must answer this question and report the total amount of a prime contract with any agency of the Federal Government, Federally-assisted contract, or a subcontract at any tier under any prime Government contract amounting to more than \$10,000. This information is required to meet the legal requirements of the OFCC as prescribed in 41 CFR 60-1.7 of their rules and regulations.

#### PART II—FULL-TIME STAFF STATISTICS— OCCUPATIONAL ACTIVITY

**A. Total by Salary Class Intervals.** This part will reflect total full-time employees by the primary occupational activity and salary class intervals shown in the stub of the matrix, by sex for each of the designated racial/national origin categories in columns a through l.

Enter in the appropriate line and column the number of full-time employees who are considered by the institution to be working on a full-time basis only. These are the employees and faculty of the institution (reporting unit) whose current work assignments, regardless of title or job classification, require their services for a length of time defined by the institution as full-time employment in the particular activity. For purposes of this report, include persons who, although

on sabbatical leave, are on the institution's payroll paid as full-time employees on the basis of their regular or customary functions. If there are no full-time employees in a category, enter "0" for the category.

**NOTE:** Salary for full-time instructional is defined as that which is considered by the institution (reporting unit) to be the salary, not including fringe benefits, paid by the institution whether the period of time of a basic contract is for a 9-10 months, 11-12 months or some other comparable length of time or salary schedule. Salary for other occupational activities is that which is considered by the institution as annual salary not including fringe benefits. Do not include employees whose services are paid by an outside contractor performing a function for the institution such as custodial, maintenance, or food service, security, etc., nor persons who volunteer or donate their services to the institutions.

**Activity 1. Executive, Administrative and Managerial.** Include individuals whose assignments require primary (and major) responsibility for management of the institution, or a customarily recognized department or subdivision thereof. Assignments may require the performance of work directly related to management policies or general business operations of the institution or the performance of functions in the administration of a department or subdivision thereof directly related to academic instruction. It is assumed that assignments in this category customarily and regularly require the incumbent to exercise discretion and independent judgment, and to direct the work of others. Include in this category supervisory personnel of the technical, clerical, craft, and custodial force. Deans and assistant deans who perform such functions on a full-time basis should be reported separately in Activity 2.

**Activity 2. Deans and Assistant Deans.** Include the deans and assistant deans in a full-time administrative capacity whose primary responsibility involves management functions of the institution, or a customarily recognized department or subdivision thereof, or whose assignments involve the requirements further defined above for the category "Executive, Administrative and Managerial". Do not include in this category deans and assistant deans who are considered by the institution as full-time instructional and who should be reported on Activity 3.

**Activity 3. Instructional.** Includes individuals whose specific assignments customarily are made for the purpose of instruction as a principal activity. Include deans and assistant deans who are considered by the institution as full-time instructional. Include also graduate teaching assistants and/or associates whose assignments by the institution are defined as full-time and the employer-employee relationship is clearly established or defined in accordance with the Fair Labor Standard Act of 1938, as amended. Personnel whose assignments are primarily associated with research projects as a principal activity will be reported as professional non-instructional in Activity 3 of the matrix.

**Activity 4. Professional non-instructional "other than Executive, etc., and Instructional."** Include individuals whose assignment require knowledge of an advanced type in a field of science or learning associated with research, business, health, guidance, etc., and which are not classified as administrative or instructional. Include persons whose principal activity is of a professional nature associated with original and creative work in an artistic field, or with organized research projects. Assignment in this category would require bachelor's, master's or doctoral degrees or their equivalent. Include full-time librarians and graduate research

assistants whose research is not primarily for the purpose of fulfilling the requirements for an advanced degree but for whom the employer-employee relationship can be clearly established or defined.

**Activity 5. Clerical and Secretarial.** Include individuals whose assignments typically are associated with clerical activities and those which are specifically of a secretarial nature. Include assignments in which personnel who are responsible for internal and external communications, recording and retrieval of data (other than computer programmers) and/or information and other paper work required in an office, such as bookkeepers, stenographers, clerk typists, office-machine operators, statistical clerks, payroll clerks, etc. Include also sales clerks such as those employed full-time in the bookstore, and library clerks who are not recognized as librarians.

**Activity 6. Technical and Paraprofessionals.** Include individuals whose assignments require specialized knowledge or skills which may be acquired through experience or academic work such as is offered in many technical institutes, junior colleges or through equivalent on-the-job training. Include computer programmers and operators, draftsmen, engineering aides, junior engineers, mathematical aides, licensed, practical or vocational nurses, dietitians, photographers, radio operators, scientific assistants, technical illustrators, technicians (medical, dental, electronic-physical sciences), and similar occupations not properly classifiable in other occupational-activity categories but which are institutionally defined as technical assignments. Include also personnel who may lack the usual educational requirements but who, due to some special skill, experience or need of the institution, hold positions and perform functions generally held by professionals only and therefore are classified as paraprofessionals.

**Activity 7. Crafts and Trades Including Maintenance.** Include individuals whose assignments typically require special manual skills and a thorough and comprehensive knowledge of the process involved in the work, acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Include mechanics and repairmen, electricians, stationary engineers, skilled machinists, carpenters, compositors and type-setters, etc.

**Activity 8. Service Workers.** Include individuals whose assignments require limited degrees of previously acquired skills and knowledge and in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of personnel and the student body or which contribute to the upkeep and care of buildings, facilities or grounds of the institutional property. Include chauffeurs, laundry and dry cleaning operatives, cafeteria and restaurant workers, truck drivers, bus drivers, garage laborers, custodial personnel, gardeners and groundskeepers, refuse collectors, construction laborers, etc.

**B. Additional Information. I. Persons reported in activity 1 with academic rank and tenure.** Report in line 1 the number of full-time staff members included in Activity 1 of Part II who, although the principal activity is in the capacity of executive, administrator, or manager, also hold an academic rank and have tenure status within the institution.

**2. Full-time persons paid from non-institution's budget sources.** Report in line 2 the number of persons on the institution's payroll, employed full-time, who are paid in full or in part from funds that are not a part of the general operating fund budget by the institution regardless of the source of the funds. The funds may be from government agencies or private foundations for programs

involving public services; research; capital improvements; administration of student-aid programs for grants, work aid, and loans; and other miscellaneous services. DO NOT include any person who is paid from other than the institution's payroll for services rendered in such programs.

#### PART III—FULL-TIME FACULTY BY RANK AND TENURE

**Tenured.** Report by race/national origin the number of deans and assistant deans, and for each of the academic ranks shown in lines 1 through 7 the total full-time instructional persons who have tenure status within the institution.

**Non-tenured.** Report by race/national origin the number of deans and assistant deans, and for each of the academic ranks shown in lines 1 through 7 the total full-time instructional persons who are non-tenured.

**NOTE:** In reporting the number of deans and assistant deans and other persons with academic rank and tenure, use the institution's criteria or requirements for either even though the definitions used by the institution may be different from those considered to be national or local standards used for such purposes. No faculty member should be reported more than once in Part III and the sum must equal the total instructional personnel reported in Part II.

#### PART IV—OTHER EMPLOYMENT DATA

**A. Staff Totals. Part-time.** Report in lines 1 through 7 the number of employees in their respective categories who work for a length of time in a day, week, etc., defined by the institution as part-time employment. Do Not include temporary, part-time employees such as those hired to help at registration time or to work in the bookstore for a day or two at the start of the quarter; persons who are not in the institution's payroll; nor persons who volunteer or donate their services to the institution on a part-time basis. Report the instructional staff working part-time by tenured and nontenured separately in each category.

Do not report full-time employees engaged in more than one program function involving two or more activities as part-time for each activity. They should be reported as full-time in the activity considered by the institution to be the employee's principal activity, or the more critical one from the standpoint of assignment or work performed if the person is engaged in two separate activities for equal amounts of time or in three or more separate activities for which the time is divided equally.

**New hires.** Report in lines 9 through 15 the number of full-time employees in the respective categories who were hired between January 1 and September 30 of the report year. There are persons who were hired for the first time or after a break in service for full-time employment. Do Not include as new hires persons who have returned from sabbatical leave.

Report the instructional staff newly hired for full-time employment separately for tenured and non-tenured.

**B. Additional information.** Report in line 1 the number of persons in the capacity of executive, administrator, manager or professional non instructional included in items 1 and 4 respectively who are employed on a part-time basis and also hold academic rank and tenure. Exclude persons employed full-time but working only part of the time in a program function involving any of the job

activities. Report in line 2 the number of persons in the capacity of executive, administrator, manager or professional non instructional included in items 9 and 12 who were newly hired for full-time employment between January 1 and September 30 of the reporting year and who hold academic rank and tenure. These are persons who were hired for the first time or after a break in service. Do Not include persons who have returned from sabbatical leave during the reporting year.

#### 7. RACE/NATIONAL ORIGIN IDENTIFICATION

You may acquire the race/national origin information necessary for this section either by visual survey of the work force, or from post-employment records as to the identity of employees. Eliciting information on the race or national origin of an employee by direct inquiry is not encouraged. An employee may be included in the minority group to which he or she appears to belong, or is regarded in the community as belonging.

Where records are maintained, it is recommended that they be kept separately from the employee's basic-personnel file or other records available to those responsible for personnel decisions.

Since visual surveys are permitted, the fact that the race or national origin identity is not present on employment records is not an excuse for failure to provide the data. Moreover, the fact that employees may be located at different addresses does not provide an acceptable reason for failure to comply with the reporting requirements. In such cases, it is recommended that visual surveys be conducted for the employer by persons such as supervisors who are responsible for the work of the employees or to whom the employees report for instructions or otherwise.

Conducting visual surveys and keeping post-employment records of the race or national origin of employees is legal in all jurisdictions and under all Federal and State laws. State laws prohibiting inquiries and recordkeeping as to race, etc., relate only to applicants for jobs, not to employees.

The concept of race as used by the Equal Employment Opportunity Commission does not denote clear-cut scientific definitions of anthropological origins. For the purposes of this report, any employee may be included in the group to which he or she appears to belong, identifies with, or is regarded in the community as belonging. However, no person should be counted in more than one race/national origin category. For example, "Spanish Surnamed," while not a race identification, is included as a separate ethnic category because of the employment discrimination often encountered by this group. For this reason do not include Spanish Surnamed under either "white" or "black".

The designated race/national origin categories will be used as follows:

a. White should include persons of Indo-European descent, including Pakistani and East Indian.

b. Black should include persons of black African descent as well as those of the black race identified as Jamaican, Trinidadian, and West Indian.

c. Spanish Surnamed should include all persons of Mexican, Puerto Rican, Cuban, Latin American, or Spanish descent including all persons whose native language, cultural heritage, and/or ancestry are rooted in Spain or Latin America.

d. Asian American should include persons

of Japanese, Chinese, Korean, or Filipino descent or whose appearance reveal Oriental, Polynesian origins.

e. American Indian should include persons who identify themselves or are known as such by virtue of tribal association or consider themselves native Americans.

f. Other should include Aleuts, Eskimos, Malaysians, Thais, and others not covered by the specific categories on the form.

While the word "American" is not intended to denote citizenship, for purposes of this report noncitizens employed by institutions of higher education will be reported under "Other".

#### 8. RECORDKEEPING REQUIREMENTS

The EEO-6 report requires the combining of some specific employment data to complete the form. Separate institutional or campus-employment data by sex and race/national origin identification in those job activities should be maintained on site in such form as is required in the EEO-6 and should be available upon request to representatives of Federal agencies. Retain copies of submitted EEO-6 forms for a period of 3 years.

#### 9. CERTIFICATION

Enter the telephone number (include area code and extension, if any), name, title, and signature of the person who is responsible for the report and can answer questions about it.

#### 10. DEFINITIONS

a. "EEOC" refers to the Equal Employment Opportunity Commission established under Title VII of the Civil Rights Act of 1964.

b. "OCR" refers to the Office of Civil Rights, Department of Health, Education and Welfare.

c. "OE" refers to the Office of Education, Department of Health, Education and Welfare.

d. "OFCC" refers to the Office of Federal Contract Compliance of the U.S. Department of Labor.

e. Higher Education Reporting Committee refers to an interagency committee representing EEOC, OCR, OE and the OFCC for the purpose of sponsoring the EEO-6 jointly and preventing any duplication of requirements by these agencies for employment statistics from institutions of higher education.

f. "Institution of Higher Education" refers to an institutional system, college, university, community college, junior college, and any other educational institution which offers an associate degree, baccalaureate degree or higher degree or which offers a two year program of college level studies without degree. The term "college level studies" means a post secondary program which is wholly or principally creditable toward a baccalaureate degree or terminates in an associate degree.

g. "Employee" refers to a person employed by a institution of higher education. This term shall not include any person elected to public office in a State or political subdivision of a State by the qualified voters thereof, or any person appointed by such officer to be on such officer's personal staff, or an appointee at the policy-making level, or an immediate adviser with respect to the exercise of the constitutional or legal powers of the office. However, this exemption shall not include employees subject to the civil service laws of a State government, government agency, or political subdivision.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------|-----------------------------------------|----------------------------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------|---------------|-------|-----------------------------------------|---------------|----------------|--------------------------------------------------------------|-------|
| EQUAL EMPLOYMENT OPPORTUNITY COMMISSION<br><b>HIGHER EDUCATION STAFF INFORMATION (EEO-6)</b><br><i>Public/Private Institutions and Campuses</i>                                                                                                                                                                                                                                                                                                                                                |                  |                              |                                         |                                                                                                    |                | FORM APPROVED:                                                                                                     |               |       |                                         |               |                |                                                              |       |
| TO:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                              |                                         |                                                                                                    |                | INSTITUTION<br>(Check one):<br><input type="checkbox"/> PUBLIC<br><input type="checkbox"/> PRIVATE<br>(Non-Public) |               |       |                                         |               |                |                                                              |       |
| INSTRUCTIONS: Complete this form in triplicate. The original and first copy are to be mailed to _____, Keep the remaining copy for your files. Complete Section IA if your address is different from preaddressed label above.                                                                                                                                                                                                                                                                 |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| <b>I. IDENTIFICATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| <b>A. INSTITUTION/CAMPUS OR SCHOOL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| 1. NAME _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| 2. STREET AND NO/POST OFFICE BOX                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                  | 3. CITY/TOWN                 |                                         | 4. COUNTY                                                                                          |                | 5. STATE/ZIP CODE                                                                                                  |               |       |                                         |               |                |                                                              |       |
| <b>B. TYPE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| 1. 4 YEAR COLLEGE                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                  | 2. UNIVERSITY                |                                         | 3. JUNIOR COLLEGE                                                                                  |                | 4. TECHNICAL COLLEGE OR INSTITUTE                                                                                  |               |       |                                         |               |                |                                                              |       |
| 5. COMMUNITY COLLEGE<br>(2 years or more)                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  | 6. OTHER (Specify) _____     |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| <b>C. REPORT COVERS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| 1. AN INSTITUTIONAL SYSTEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                  | 2. SINGLE CAMPUS INSTITUTION |                                         | 3. A BRANCH CAMPUS OF A PARENT INSTITUTION<br>(Give name below) _____                              |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| 4. A MAIN CAMPUS (Parent Institution) WITH ONE OR MORE BRANCH CAMPUSES AND/OR OTHER CAMPUSES                                                                                                                                                                                                                                                                                                                                                                                                   |                  |                              |                                         | 5. ONE OF THE ADMINISTRATIVELY EQUAL CAMPUSES OF A MULTICAMPUS INSTITUTION (Give name below) _____ |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| 6. OTHER (Specify) _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                  |                              |                                         | 7. NAME (Only if Items 4 or 5 are checked) _____                                                   |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| <b>D. FEDERAL CONTRACT INFORMATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| The institution and/or any of its administratively equal units (1) Has a prime contract with any agency of the Federal Government, a Federally assisted contract, or a subcontract at any tier under any prime Government contract, amounting to more than \$10,000<br>(2) Serves as a depository of federal government funds (3) Serves as an issuing and paying agency of US Savings Bonds/Notes<br>(4) Holds a federal government bill of lading in any amount, if yes give amount \$ _____ |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| <b>II. FULL TIME STAFF STATISTICS - OCCUPATIONAL ACTIVITY</b><br>(Use Institution's definition of Full-Time Employment)                                                                                                                                                                                                                                                                                                                                                                        |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| PRIMARY<br>OCCUPATIONAL<br>ACTIVITY BY<br>SALARY CLASS<br>INTERVALS                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>A. TOTALS</b> |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                | <b>OVERALL<br/>TOTALS</b><br>(Sum of<br>Columns<br>A thru L) |       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>MALE</b>      |                              |                                         |                                                                                                    |                |                                                                                                                    | <b>FEMALE</b> |       |                                         |               |                |                                                              |       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | WHITE            | BLACK                        | SPANISH<br>SPEAKING<br>HISPANIC<br>AMER | ASIAN<br>AMER                                                                                      | AMER<br>INDIAN | OTHER                                                                                                              | WHITE         | BLACK | SPANISH<br>SPEAKING<br>HISPANIC<br>AMER | ASIAN<br>AMER | AMER<br>INDIAN |                                                              | OTHER |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | A                | B                            | C                                       | D                                                                                                  | E              | F                                                                                                                  | G             | H     | I                                       | J             | K              |                                                              | L     |
| 1. EXECUTIVE/ADMINISTRATIVE/MANAGERIAL                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| BELOW \$ 7,500                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| \$ 7,500 - \$ 9,999                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| \$10,000 - \$12,999                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| \$13,000 - \$15,999                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| \$16,000 - \$18,999                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| \$19,000 - \$24,999                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| \$25,000 - \$29,999                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| \$30,000 AND OVER                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                  |                              |                                         |                                                                                                    |                |                                                                                                                    |               |       |                                         |               |                |                                                              |       |

| II. OCCUPATIONAL ACTIVITY (Con't)                                   |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
|---------------------------------------------------------------------|------------|------------|--------------------------------------------------------|------------|-------------------------|------------|------------|------------|--------------------------------------------------------|------------|-------------------------|------------|------------------------------------------------------|
| PRIMARY<br>OCCUPATIONAL<br>ACTIVITY BY SALARY<br>CLASS<br>INTERVALS | A. TOTALS  |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
|                                                                     | MALE       |            |                                                        |            |                         |            | FEMALE     |            |                                                        |            |                         |            | OVERALL<br>TOTALS<br>(Sum of<br>Columns<br>A thru L) |
|                                                                     | WHITE<br>A | BLACK<br>B | SPANISH<br>SPEAKING<br>SOUTH<br>WESTERN<br>INDIAN<br>C | ASIAN<br>D | AMERICAN<br>INDIAN<br>E | OTHER<br>F | WHITE<br>G | BLACK<br>H | SPANISH<br>SPEAKING<br>SOUTH<br>WESTERN<br>INDIAN<br>I | ASIAN<br>J | AMERICAN<br>INDIAN<br>K | OTHER<br>L |                                                      |
| 2. DEANS/ASST DEANS<br>(In full-time administrative<br>capacity)    |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| BELOW \$ 7,500                                                      |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$ 7,500 - \$ 9,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$10,000 - \$12,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$13,000 - \$15,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$16,000 - \$18,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$19,000 - \$24,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$25,000 - \$29,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$30,000 AND ABOVE                                                  |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| TOTAL                                                               |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| 3. INSTRUCTIONAL                                                    |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| BELOW \$ 7,500                                                      |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$ 7,500 - \$ 9,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$10,000 - \$12,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$13,000 - \$15,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$16,000 - \$18,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$19,000 - \$24,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$25,000 - \$29,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$30,000 AND ABOVE                                                  |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| TOTAL                                                               |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| 4. PROFESSIONAL NON<br>INSTRUCTIONAL                                |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| BELOW \$ 7,500                                                      |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$ 7,500 - \$ 9,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$10,000 - \$12,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$13,000 - \$15,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$16,000 - \$18,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$19,000 - \$24,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$25,000 - \$29,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$30,000 AND ABOVE                                                  |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| TOTAL                                                               |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| 5. CLERICAL/<br>SECRETARIAL                                         |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| BELOW \$ 5,000                                                      |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$ 5,000 - \$ 7,499                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$ 7,500 - \$ 9,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$10,000 - \$12,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$13,000 - \$15,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$16,000 AND OVER                                                   |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| TOTAL                                                               |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| 6. TECHNICAL/<br>PARAPROFESSIONAL                                   |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| BELOW \$ 5,000                                                      |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$ 5,000 - \$ 6,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$ 7,000 - \$ 9,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$10,000 - \$12,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$13,000 - \$15,999                                                 |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| \$16,000 AND OVER                                                   |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |
| TOTAL                                                               |            |            |                                                        |            |                         |            |            |            |                                                        |            |                         |            |                                                      |

| II. OCCUPATIONAL ACTIVITY (Con't)                                              |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
|--------------------------------------------------------------------------------|------------|------------|------------------------------|------------|---------------------|------------|------------|------------|------------------------------|------------|---------------------|------------|-----------------------------------------------------------|
| PRIMARY<br>OCCUPATIONAL<br>ACTIVITY BY SALARY<br>CLASS<br>INTERVALS            | A. TOTALS  |            |                              |            |                     |            |            |            |                              |            |                     |            | OVERALL<br>TOTALS<br>(Sum of<br>Columns<br>A thru L)<br>M |
|                                                                                | MALE       |            |                              |            |                     |            | FEMALE     |            |                              |            |                     |            |                                                           |
|                                                                                | WHITE<br>A | BLACK<br>B | SPANISH<br>SUR-<br>NAME<br>C | ASIAN<br>D | AMER<br>INDIAN<br>E | OTHER<br>F | WHITE<br>G | BLACK<br>H | SPANISH<br>SUR-<br>NAME<br>I | ASIAN<br>J | AMER<br>INDIAN<br>K | OTHER<br>L |                                                           |
| 7. CRAFTS/TRADES (In-<br>cludes maintenance)                                   |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| BELOW \$ 5,000                                                                 |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| \$ 5,000 - \$ 7,499                                                            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| \$ 7,500 - \$ 9,999                                                            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| \$10,000 - \$12,999                                                            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| \$13,000 - \$15,999                                                            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| \$16,000 AND ABOVE                                                             |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| TOTAL                                                                          |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 8. SERVICE WORKERS                                                             |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| BELOW \$ 3,000                                                                 |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| \$ 3,000 - \$ 4,999                                                            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| \$ 5,000 - \$ 7,499                                                            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| \$ 7,500 - \$ 9,999                                                            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| \$10,000 AND ABOVE                                                             |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| TOTAL                                                                          |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 9. TOTAL FULL TIME                                                             |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| B. ADDITIONAL INFORMATION                                                      |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 1. PERSONS REPORTED IN<br>Sec IIA 1 WITH ACADEMIC<br>RANK OR TENURE            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 2. FULL TIME STAFF PAID<br>IN FULL OR IN PART FROM<br>NON INST. BUDGET SOURCES |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| III. FULL TIME FACULTY BY RANK AND TENURE                                      |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| FACULTY<br>(Count only once)                                                   | TOTALS     |            |                              |            |                     |            |            |            |                              |            |                     |            | OVERALL<br>TOTALS<br>(Sum of<br>Columns<br>A thru L)<br>M |
|                                                                                | MALE       |            |                              |            |                     |            | FEMALE     |            |                              |            |                     |            |                                                           |
|                                                                                | WHITE<br>A | BLACK<br>B | SPANISH<br>SUR-<br>NAME<br>C | ASIAN<br>D | AMER<br>INDIAN<br>E | OTHER<br>F | WHITE<br>G | BLACK<br>H | SPANISH<br>SUR-<br>NAME<br>I | ASIAN<br>J | AMER<br>INDIAN<br>K | OTHER<br>L |                                                           |
| TENURED                                                                        |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 1. DEANS/ASST DEANS                                                            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 2. PROFESSORS                                                                  |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 3. ASSOC. PROFESSORS                                                           |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 4. ASST. PROFESSORS                                                            |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 5. INSTRUCTORS                                                                 |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 6. LECTURERS                                                                   |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 7. OTHER FACULTY                                                               |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 8. TOTAL                                                                       |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| NON TENURED                                                                    |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 9. DEANS/ASST. DEANS                                                           |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 10. PROFESSORS                                                                 |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 11. ASSOC. PROFESSORS                                                          |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 12. ASST. PROFESSORS                                                           |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 13. INSTRUCTORS                                                                |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 14. LECTURERS                                                                  |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 15. OTHER FACULTY                                                              |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |
| 16. TOTAL (Lines 8 & 16<br>to equal Sec IIA3)                                  |            |            |                              |            |                     |            |            |            |                              |            |                     |            |                                                           |

| IV. OTHER EMPLOYMENT DATA                                                                                                                                                                                                                                                                        |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|------------|-----------------------------------------------------------|------------|----------------------|------------|------------|------------|------------------------------|------------|----------------------|--------------------------------------------------|------------|
| PERSONNEL                                                                                                                                                                                                                                                                                        | A. TOTALS                            |            |                                                           |            |                      |            |            |            |                              |            |                      | OVERALL TOTALS<br>(Sum of Columns A thru L)<br>M |            |
|                                                                                                                                                                                                                                                                                                  | MALE                                 |            |                                                           |            |                      |            | FEMALE     |            |                              |            |                      |                                                  |            |
|                                                                                                                                                                                                                                                                                                  | WHITE<br>A                           | BLACK<br>B | SPANISH<br>SUR-<br>NAME<br>C                              | ASIAN<br>D | AMER-<br>INDIAN<br>E | OTHER<br>F | WHITE<br>G | BLACK<br>H | SPANISH<br>SUR-<br>NAME<br>I | ASIAN<br>J | AMER-<br>INDIAN<br>K |                                                  | OTHER<br>L |
| <b>PART TIME</b>                                                                                                                                                                                                                                                                                 |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 1. EXECUTIVE/ADMINISTRATIVE/MANAGERIAL                                                                                                                                                                                                                                                           |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| INSTRUCTIONAL                                                                                                                                                                                                                                                                                    |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 2. TENURED                                                                                                                                                                                                                                                                                       |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 3. NON TENURED                                                                                                                                                                                                                                                                                   |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 4. PROFESSIONAL NON INSTRUCTIONAL                                                                                                                                                                                                                                                                |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 5. TECHNICAL                                                                                                                                                                                                                                                                                     |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 6. CLERICAL/SECRETARIAL                                                                                                                                                                                                                                                                          |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 7. SERVICE WORKERS                                                                                                                                                                                                                                                                               |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| <b>8. TOTALS</b>                                                                                                                                                                                                                                                                                 |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| <b>NEW HIRES (Full time staff hired between 1 July 74 and Sep 30, 1974)</b>                                                                                                                                                                                                                      |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 9. EXECUTIVE/ADMINISTRATIVE/MANAGERIAL                                                                                                                                                                                                                                                           |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| INSTRUCTIONAL                                                                                                                                                                                                                                                                                    |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 10. TENURED                                                                                                                                                                                                                                                                                      |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 11. NON TENURED                                                                                                                                                                                                                                                                                  |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 12. PROFESSIONAL NON INSTRUCTIONAL                                                                                                                                                                                                                                                               |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 13. TECHNICAL                                                                                                                                                                                                                                                                                    |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 14. CLERICAL/SECRETARIAL                                                                                                                                                                                                                                                                         |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 15. SERVICE WORKERS                                                                                                                                                                                                                                                                              |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| <b>16. TOTALS</b>                                                                                                                                                                                                                                                                                |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| <b>B. ADDITIONAL INFORMATION</b>                                                                                                                                                                                                                                                                 |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 1. NON INSTRUCTIONAL PART-TIME REPORTED IN SEC IV A 1 & 4 WITH ACADEMIC RANK AND TENURE                                                                                                                                                                                                          |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| 2. NON INSTRUCTIONAL NEW HIRES REPORTED IN SEC IV A 9 & 12 WITH ACADEMIC RANK AND TENURE                                                                                                                                                                                                         |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| REMARKS                                                                                                                                                                                                                                                                                          |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| <p><b>CERTIFICATION:</b> I certify that the information given in this report is correct and true to the best of my knowledge and was prepared in accordance with accompanying instructions. (Willfully false statements on this report are punishable by law, U.S. Code, Title 18, Sec 1001)</p> |                                      |            |                                                           |            |                      |            |            |            |                              |            |                      |                                                  |            |
| DATE                                                                                                                                                                                                                                                                                             | TELEPHONE NO.<br>(Include area code) |            | TYPED NAME/TITLE OF PERSON<br>PREPARING/CERTIFYING REPORT |            |                      |            |            | SIGNATURE  |                              |            |                      |                                                  |            |

[FR Doc.74-10345 Filed 5-6-74;8:45 am]

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This section of the FEDERAL REGISTER contains documents other than rules or proposed rules that are applicable to the public. Notices of hearings and investigations, committee meetings, agency decisions and rulings, delegations of authority, filing of petitions and applications and agency statements of organization and functions are examples of documents appearing in this section.

## DEPARTMENT OF STATE

[Public Notice 419]

### PROPOSED LAW OF THE SEA TREATY

#### Notice of Availability and Public Meeting Regarding Draft Environmental Impact Statement

Pursuant to section 102 of the National Environmental Policy Act of 1969, the Department of State, with extensive support from other concerned Federal agencies, has prepared a Draft Environmental Impact Statement with respect to a proposed treaty on the Law of the Sea. (See 39 FR 3689, January 29, 1974.)

Copies of the Draft Environmental Impact Statement may be obtained by writing to Mr. John Norton Moore, Chairman, NSC Interagency Task Force on the Law of the Sea, Room 4321, Department of State, Washington, D.C. 20520, or to the Office of Environmental Affairs, Room 7822, Department of State, Washington, D.C. 20520. Comments on the Statement may be submitted to Mr. John Norton Moore at the above address.

Notice is hereby given that a public meeting on this Draft Statement will be conducted by the Department of State on Monday, June 10, 1974, at 10 a.m., in the East Auditorium, Department of State, 2201 C Street, NW., Washington, D.C. Persons desiring to submit comments on this statement at the public meeting are encouraged to do so and are requested to notify the Office of the Chairman, NSC Interagency Task Force on the Law of the Sea, Department of State, of their plans to attend (telephone: 202-632-9098).

For the Secretary of State.

Dated: May 1, 1974.

[SEAL] CHRISTIAN A. HERTER, JR.,  
Special Assistant to the Secretary of State for Environmental Affairs.

[FR Doc.74-10466 Filed 5-6-74;8:45 am]

[Public Notice CM-137]

### STUDY GROUP 1 OF THE U.S. NATIONAL COMMITTEE FOR THE INTERNATIONAL TELEGRAPH AND TELEPHONE CONSULTATIVE COMMITTEE (CCITT)

#### Notice of Meeting

The Department of State announces that Study Group 1 of the U.S. CCITT National Committee will meet on May 29, 1974 at 10 a.m. in room 502 of the Federal Communications Commission, 1919 M Street, NW., Washington, D.C. This Study Group deals with U.S. Government regulatory aspects of international

telegraph and telephone operations and tariffs and, with respect to the meeting announced herein, will deal particularly with tariff principles for the lease of telecommunication circuits.

The agenda of the May 29 meeting will include:

a. Completion and finalization of U.S. positions for an international meeting of CCITT Study Group III scheduled for June 10-14, 1974 insofar as such action may not have been accomplished in a preparatory meeting scheduled to take place May 8, 1974, and

b. Review of documents relating to the foregoing conference received after May 8.

Members of the general public who desire to attend the meeting on May 29 will be admitted up to the limit of the capacity of the meeting room.

Dated: April 29, 1974.

RICHARD T. BLACK,  
Chairman,  
U.S. National Committee.

[FR Doc.74-10385 Filed 5-6-74;8:45 am]

## DEPARTMENT OF THE TREASURY

### Bureau of Alcohol, Tobacco and Firearms GRANTING OF RELIEF

Notice is hereby given that pursuant to 18 U.S.C., section 925(c), the following named persons have been granted relief from disabilities imposed by Federal laws with respect to the acquisition, transfer, receipt, shipment, or possession of firearms incurred by reason of their convictions of crimes punishable by imprisonment for a term exceeding one year.

It has been established to my satisfaction that the circumstances regarding the convictions and each applicant's record and reputation are such that the applicants will not be likely to act in a manner dangerous to public safety, and that the granting of the relief will not be contrary to the public interest.

Adams, James W., 804 N. 41st, Lawton, Oklahoma, convicted on June 5, 1953, in the United States District Court for the Western District of Oklahoma.

Allbritton, William R., 257 Old Mill Lane, Dallas, Texas, convicted on June 11, 1953, in the District Court, Dallas County, Texas.

Anthony, Otis F., 1502 North Dodge, North Platte, Nebraska, convicted on September 25, 1970, in the United States District Court, District of Nebraska.

Armstrong, Roger E., 740 S. Everett Road, Harrisville, Michigan, convicted on June 24, 1969, in the Wayne County Circuit Court, Michigan.

Barrowman, Jr., Robert D., 108 Julia Street, Bay City, Michigan, convicted on June 7, 1954, in the Circuit Court for Bay County, Michigan.

Bennett, Walter A., P.O. Box 244, Norway, Maine, convicted on May 16, 1967, in the Oxford County Superior Court, Maine.

Brooks, Larry L., 9003-10th NE., Everett, Washington, convicted on October 29, 1958, and on April 3, 1962, in the Superior Court, County of King, Washington.

Bundrum, Michael Virgil, Route 2, Box 246, Jacksonville, Alabama, convicted on April 20, 1971, in the Circuit Court of Cherokee County, Alabama.

Callender, Sr., Gerald L., 4975 Wakefield N.E., Comstock Park, Michigan, convicted on July 23, 1968, in the Circuit Court, Kent County, Michigan.

Carroll, Arthur B., 1418 Edison Avenue, La Junta, Colorado, convicted on December 31, 1947, by General Court-Martial, Headquarters, Tinker Air Force Base, Oklahoma.

Collins, Walter Wells, 894 Kings Court, N.E., Atlanta, Georgia, convicted on June 24, 1966, in the Circuit Court, Broward County, Florida.

Cook, Guy R., 3115 Brisbane Street, Walla Walla, Washington, convicted on September 16, 1970, in the Superior Court, Clark County, Washington.

Daniels, Steven D., 2020 Whitewing, McAllen, Texas, convicted on November 1, 1971, in the 92nd District Court, Hidalgo County, Texas.

El-Qahir, Zafir Iben, 236 W 114th Street, Apartment 5B, New York, New York, convicted on June 9, 1965, in the Queens Supreme Court, Queens, New York.

Fallon, John E., 39 Hudson Street, Somerville, Massachusetts, convicted on November 2, 1960, in the Middlesex Superior Court, Massachusetts.

Farlee, John F., 2323 Bellwood Drive #12, Grand Island, Nebraska, convicted on April 10, 1970, in the District Court of Hall County, Nebraska.

Fish, Marshall E., Box 4, West Peru, Maine, convicted on November 12, 1942, in the Superior Court, Oxford County, Maine.

Gabbert, John M., 1302 Hymen Lane, Austin, Texas, convicted on July 7, 1969, in the 174th District Court of Harris County, Texas.

Gantt, Joe B., P.O. Box 117, Sunnyside, Florida, convicted on March 10, 1969, in the United States District Court, Northern District of Alabama.

Garner, David Gene, 4709 Tecumseh Street, Apt. 104, College Park, Maryland, convicted on January 25, 1967, in the Circuit Court, Prince George's County, Maryland.

Green, Jr., Solomon, 8772 Bessemore Street, Detroit, Michigan, convicted on February 7, 1958, in the Records Court, Detroit, Michigan.

Greenlaw, Donald F., R.F.D. #2, Farmington, Maine, convicted on July 10, 1967, in the Superior Court, Kennebec County, Augusta, Maine.

Helton, Charles, Route #3, Pineville, Kentucky, convicted on May 5, 1948, in the Bell County Circuit Court, Kentucky, and on November 14, 1950, and April 5, 1955, in the United States District Court at London, Kentucky.

Hornick, Jr., Paul, 1409 Mary Drive, Johnstown, Pennsylvania, convicted on December 19, 1973, in the Court of Common Pleas, Cambria County, Pennsylvania.