College of Agriculture and Natural Resources						
Preventative Action Plan						
Location of Review (Ex. County, City, Research and Education Center)			**Date of Review**			
Civil Rights Review Area	**Program Area/s Deficiency Noted** **(Ex. Ag, FCS, Administrative)**	**Corrective Action Taken**	**Person Responsible for Corrective Action** **(Ex. Program Leader, A/CED, ADO)**	**Corrective Action Completion Date:** **(Self-explanatory)**	**Current Status**	**Preventative Actions for Future Recurrences**
File #1 Organizational Chart	Organizational charts do not include revision date to reflect the most recent organization changes or a Civil Rights point of contact.	Update all existing organizational charts to reflect CR contact and revision date.	A/CED and or designated Administrative Staff	January 1, 2024	Completed	Quarterly, organizational charts will be an agenda item assigned to staff or program meeting minutes to confirm its validity. The dissemination of such charts will be provided to personnel and websites will be updated for reflecting the responsible individual for clientele services.