

Catalog Copy

Academic Affairs – Section

CWU Policy 501-05

Effective: February 20, 2019

Policy Review Date: YEAR

Policy Executive: Provost and Executive Vice President of Academic Affairs

Responsible Office/Unit: Faculty Senate

Policy Statement:

Applicability:

Content:

Policy

- (1) Catalog copy for departments and programs is approved by the FSCC. Changes to catalog narratives, including admission requirements, special requirements, descriptions of program fees or financial obligations, require a program change proposal and FSCC approval. All changes will be effective in the fall term following publication in the official electronic catalog (OEC). All curriculum will be imported to the OEC from Curriculog.

- (2) Narrative changes consisting of faculty/staff names, location and general department information can be changed in the current OEC upon request of the department chair.

History:

Responsibility: Faculty Senate; Authority: Provost/VP for Academic & Student Life; Reviewed/Endorsed by Provost's Council 08/09/2016; Cabinet/UPAC; Review/Effective Date: 10/21/2016; 02/20/2019; Approved by: James L. Gaudino, President
Reformatted and Assigned new Policy Number - Previous Policy CWUP 5-50-050, June 2025