CATALOG POLICIES

1.   The Curriculum committee would like to know if there is a formal policy regarding whether a course must be listed in the catalog in order to be offered. If there is no official policy regarding this, then we would like the academic senate or the Ed policy committee to have one.

We recommend an approach such as San Francisco City College (http://www.ccsf.edu/en/educational-programs/ccsf-catalog.html) has taken. On catalog page on their website they have the following statement:

The College Catalog is published annually. Use the links below to access various sections of the printed 2014-15 College Catalog, and the links at right to access older College Catalogs. Curriculum development happens throughout the academic year. Some updates are available to students before the printing of the following year's catalog. Use the links below to access updated course and program information.

Then they have a link to Catalog updates which includes a dated catalog addendum which contains courses and programs that were updated mid-year and also any policies that were updated.

2.   The Curriculum committee would like to know if there is a formal policy as to when catalog rights start. Our catalog indicates (and by the way this is not easy to find) under academic programs/ Graduation Requirements/Continuous Attendance and Graduation, *Students in continuous attendance at Crafton Hills College may choose to meet either the graduation requirements in effect at the time they first attended the college or those in effect at the time they graduate.*

The question that has arisen is if a student starts in the Summer Semester, which catalog do they fall under? The previous year's or the upcoming year's. Since there is no formal policy, apparently this has been a gray area. We would like a formal policy regarding which Catalog rights are assigned to summer students. Our recommendation is that since the new Catalog does not come into effect until August, that Summer Students are granted the previous year's catalog rights as their starting term.