

Creighton College of Arts & Sciences

Communicating Policies Affecting the Student Body

Rationale:

In order to provide timely, useful and important information for students and to attempt to ensure success in the pursuit of their studies, it is imperative that students have the most pertinent information regarding policies that affect them. College policies that are created or altered that affect students should be communicated to students in a timely, direct and consistent manner.

Scope:

This policy pertains to any person in the College of Arts and Sciences who is responsible for communicating policy creation and/or policy change.

Definitions:

None

Policy:

It is the responsibility of the Associate Dean designated to College Policies and Procedures, or her/his designee, to communicate all policies that may impact students to the student body, whether the policy originates in the Faculty Senate or the Dean's office.

Normally, this communication will take place within one week of the passing of new or updated policy, or as soon as possible thereafter.

Procedure:

When a new or revised policy or procedure that is likely to affect the student body is created, this will be communicated electronically to the CCAS student body.