Bulletin Publication Cycle
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As part of the University's obligation to provide consistency of information to students, we propose the following approach to the publication of the online Bulletin.

I. Publication cycle dates

Based on the historic publication schedule of the hard-copy Bulletin and Supplements, the Online Bulletin and Online Supplement is published to adhere to a publication schedule of April 1 and November 1, respective to Fall/Summer and Spring/Winter enrollment periods. This schedule allows students time to review changes to curriculum and supporting academic policies before the respective enrollment cycle. Material published in the Bulletin includes, by way of example only, major requirements, minor requirements, program descriptions, financial information, course pre- and co-requisites, DEC (General Education) Classifications and requirements, course credits, course topics, course titles, and academic policies, all of which are established to support the students' successful progression through and completion of the academic curriculum.

To achieve the publication schedule for the online Bulletin, certain processes must occur to ensure accuracy and consistency of the publication. With the exception of extraordinary circumstances that require time sensitive changes, we propose the following approximate publication schedule and deadlines for the Online Bulletin and Supplement. Specific exceptions due to extraordinary circumstances would require approval by a relevant faculty governance body. The Bulletin Editor should be consulted during discussions of the exception whenever possible.

Fall Deadlines and Dates	Feb 15	deadline for submissions to the appropriate curriculum committee or other faculty governance body regarding the Fall online edition
	Mar 8	deadline for the appropriate curriculum committee or other faculty governance body to forward approved changes to the Bulletin Editor for inclusion in the Fall Bulletin
	Apr 1	publication of the Fall online edition
Spring Deadlines and Dates	Sept 15	deadline for submissions to the appropriate curriculum committee or other faculty governance body regarding the Spring online and hard-copy editions.
	October 6	deadline for the appropriate curriculum committee or other faculty governance body to forward approved changes to the Bulletin Editor for inclusion in the Spring Bulletin
	Nov 1	publication of the Spring online edition

Note that we may follow a slightly modified and accelerated schedule for production of the hard-copy Bulletin to meet deadlines imposed by other campus offices and third-party vendors. The dates above may vary slightly each year based on the academic calendar

II. Background

(a) current policy for "When Majors Change" as indicated on p. 85 of the Spring 08 Online Bulletin
http://www.stonybrook.edu/ugrdbulletin/2007-09/spring2008/pdfs/AcademicPolReg.pdf

"When major requirements are changed, continuing students have the option of fulfilling the new requirements or fulfilling those specified in the *Undergraduate Bulletin* and supplements to the *Undergraduate Bulletin* current at the time they completed 45 credits. Students who have completed fewer than 45 credits when the revisions are first published must satisfy the new requirements, unless the major department specifies otherwise."

Consistent with this policy, and prior to the existence of the online Bulletin, the delivery date of the paper Bulletin (published in odd-numbered years) was targeted for delivery on April 1 of odd-numbered years. And, prior to existence of the online Bulletin, Supplements to the Bulletin were distributed on a similar schedule each semester, around April 1 for Fall and November 1 for Spring, a schedule which has given students sufficient time to review any changes prior to enrollment for the relevant semester.