

CIRCULAR ROUTING SHEET
For
CHANGES IN POLICY/CURRICULUM RECOMMENDATIONS

Attached is a recommendation from the _____ Committee.

Title: _____

Affects: ___ Policy # _____ Curriculum / Dept. Chair _____

- | | |
|--------------------------------|------------------------------------|
| _____ New Policy | _____ New Curriculum |
| _____ Modified Existing Policy | _____ Modifies Existing Curriculum |
| _____ Deletes Existing Policy | _____ Deletes Existing Curriculum |

SIGNATURES

Person Originating the Action	Date	Action Taken
_____	_____	_____
Committee Chairperson	Date	_____
_____	_____	_____
PWO Chairperson	Date	_____
_____	_____	_____
Vice President for Instruction	Date	_____
_____	_____	_____
President	Date	_____
_____	_____	_____
BOT Committee Action	Date	_____
_____	_____	_____
BOT Action	Date	_____

Final Approval/Disapproval rerouted to submitters on: _____

Explanation concerning disapproval or implementation: _____

*Please make a copy of this and route it back to the committee it originated from.
Note: Dates are official meetings when action was taken.