Policy FAQ

What is the CSU Policy Library?

The CSU Policy Library is the repository for systemwide policies, including executive orders, ICSUAM, SUAM, coded memoranda, and technical letters, issued by various departments at the Chancellor's Office.

What is a Policy?

A Policy sets out the university's position on a specific issue and usually requires that specific action be taken. A policy may be shaped by and derived from legislation, regulation, a Board of Trustees resolution, or executive direction. Compliance with policy is mandatory, and every policy document published in the CSU Policy Library must include a policy statement

What is a Procedure?

A procedure describes the actions necessary to implement or comply with a policy. Procedures typically include a series of steps that ensure consistent results and compliance with a policy. Not all policies are accompanied by procedures. Compliance with procedures is mandatory, and every procedure document published in the CSU Policy Library must identify the policy to which it relates.

What is a Guideline?

Guidelines relate to a specific policy, procedure, or legislation and may interpret a document or provide advice about how to comply with a policy or procedure. A guideline may also give instructions or recommend practices. While guidelines may comply with law and/or policy, they do not create policy. Guidelines published in the CSU Policy Library must accompany a specific policy. Compliance with guidelines is recommended, but not mandatory.

Can I make suggestions to improve a policy that has already been issued?

We encourage you to provide feedback about policies directly to the policy owner listed in the header of each policy or e-mail your comments to policy@calstate.edu.

Why isn't origination date shown in the policy header?

Many dates are automatically recorded for each policy including origination date, effective date, last approved date, and revision due date. We selected effective date as the most relevant to display in the header of each policy because it is the most important date to most individuals who access the policy. At the bottom of each policy, a record of past revision dates is automatically printed and the oldest revision date is the origination date.

Why can't I find the executive order I'm looking for?

The CSU Policy Library houses systemwide policies that were formerly known as executive orders, ICSUAM, coded memos, and technical letters, among others. During this initial phase of transitioning to the Policy Library, we have appended the executive order, coded memoranda, and technical letter reference numbers to the end of the title. If you are looking for a specific code, use the Title tab and enter the reference, such as "EO 1000" or "AA 2002-01."

However, now that systemwide policies are full-text searchable, we encourage you to search by subject to obtain all relevant policies related to that specific subject.