I. Purpose and Scope

This policy is concerned with the governance and oversight of the WKU Web environment and the requirements regarding participation by University academic and administrative units in the Enterprise Content Management System (ECMS). The University acquired an ECMS in 2010 and initiated a project to move all University websites into the ECMS.

II. Policy

1. All academic and administrative units and entities associated with the University, especially those receiving University funding, are generally required to utilize the ECMS to house and manage their websites and content.

2. Users who need/desire access to the ECMS for whatever reasons are required to complete training. The training schedule and options for the ECMS are available at WKU Information Technology website. For any special access or other technical issues, please email webmaster@wku.edu.

3. Any unit or entity wishing to be exempted from the requirement in #1 above must submit a written request to the Web Standards Committee which details the reasons as to why said unit should be exempted and any other background materials germane to the request. The Web Standards Committee will make the decision whether or not to grant an exemption and will inform the petitioner accordingly. Appeals to decisions issued by the Web Standards Committee regarding participation in the ECMS or deviations from ECMS standards should be submitted to the VP of Information Technology and the VP of Public Affairs, whose joint decision is final.