

## Campus Essentials



**Americans with Disabilities Act** ... The policy of CSU Bakersfield is to make its programs, services, and activities accessible to students, faculty, staff, and the general public who visit or attend a campus-sponsored event, with disabilities. This policy is in accordance with applicable state and federal laws. For information on [Accessibility and Reasonable Accommodations](#), contact Marcus Brown, the compliance officer.

**Bookstore** ... The [Runner Bookstore](#) provides texts and many other items for students and for faculty members. Although students may purchase books from any vendor they choose, all faculty members are required to notify the bookstore, well before the start of each term, of book selections for each course. Watch for the email notification.

### [Campus Directory](#)

[Catalog](#) ... The CSUB catalog contains information about programs and student policies.

**Courses Offered** ... to view classes offered each term, go to [myCSUB](#).

**CSU system** ... Map and info on all [23 CSU campuses](#).

[Discrimination, Harassment, and Retaliation](#) ... CSUB is committed to maintaining an environment where no student, employee, visitor, or recipient of services and/or benefits provided by CSUB shall be subjected to any form of prohibited discrimination in

any CSUB program or activity. Complaints alleging discrimination, harassment, and retaliation will be addressed in a timely and appropriate manner. If the complaints have merit, CSUB will promptly take actions to prevent recurrence and remedy the effects of the discrimination, harassment, or retaliation.

**[Emergency Procedures](#)** ... All faculty are expected to know and to support established emergency procedures.

- **Evacuation drills** ... View the “emergency preparedness video on the right side of this [page](#). For a list of locations on campus identified as “collection points,” click [here](#).
- **Active shooter procedures** ... View the training video on the right side of this [page](#).

### **[Food Pantry](#)**

**Grades** ... CSUB policies specify the [grades](#) that may be given. Email notification is sent near the end of each term regarding when grades are due.

**Human Resources** ... [myHR](#) is a website where you can update your contact information, retrieve payroll data, report absences, etc.

### **[Map of CSUB](#)**

**Office Hours** ... are required of each faculty member in accordance with the University Handbook section 303.1.3 [see “University Handbook” below].

**Student Evaluations** ... The official instrument for obtaining feedback from students about the quality of instruction is the Student Opinionnaire on Curriculum and Instruction (SOCI). Its administration is governed by University policy, found in the University Handbook, section 305.4.2.6 [see “University Handbook” below].

### **Technology Support**

- [Information Technology Services](#) (ITS)
- For questions about teaching with technology (Zoom, Canvas, Techsmith, Turnitin, etc.), contact the Faculty Teaching and Learning Center (FTLC): [tlc@csub.edu](mailto:tlc@csub.edu)

**The University Handbook** ... Last, but NOT least, the [University Handbook](#) contains many policies for faculty members. Keep this handy!