

INTRODUCTION TO CSUB

Located in the heart of the Golden State, California State University, Bakersfield is a beacon of hope and innovation in a region that leads the United States in energy production, agriculture, aerospace and other vital industries that move our nation forward each and every day.

Our students are Roadrunners – quick on their feet and constantly on the move. Most are from the region and remain here when they graduate, investing their talent and heart in this close-knit community that gives our students abundant opportunities and support to grow and thrive. But we welcome everyone into our Roadrunner family from all over the stat, nation and world with the famous Bakersfield hospitality that makes newcomers feel a sense of belonging and friendship.

The majority of Roadrunners are the first in their families to attend college, and CSUB greets them with services and resources that support the life-changing decision they have made to pursue a university degree. We support our students by providing one-on-one attention and small class sizes, a rare level of faculty access for our undergraduates that is typically found only in elite private schools.

A designated Hispanic Serving Institution, CSUB is a non-racist institution that champions diversity, equity and inclusion so that all students, faculty and staff members are free to study, work and excel in a safe, nurturing environment.

Fully accredited by the Western Association of Schools and Colleges, Senior College and University Commission (WSCUC), the university serves more than 11,000 students at the main campus in Bakersfield or at CSUB Antelope Valley, and counts approximately 65,000 alumni from its four Colleges:

- Arts and Humanities
- Business and Public Administration
- Natural Sciences, Mathematics and Engineering
- Social Sciences and Education

CSUB offers 46 bachelor's programs, 19 master's degrees, one doctorate in nursing practice, and one doctorate in educational leadership. As the only four-year public university in 100 miles, CSUB works with partners in the communities we serve to ensure that our curriculum aligns with regional needs so that our graduates will be fully prepared to fill the jobs of tomorrow and lead with solutions and vision. In addition, CSUB Extended Education offers a number of professional development opportunities, certificates and degree programs to the community.

As part of NCAA Division I, the university is home to 16 athletics teams competing in the Big West Conference. The Roadrunners have achieved seven team conference championships and many postseason appearances. Our scholar-athletes also have reached new heights in the classroom, posting Graduation Success Rate records, department GPA records, and its highest-ever Academic Progress Rates.

The Roadrunners who choose to live on campus in our modern, state-of-the-art student housing complex enjoy the full collegiate life: concerts, events, athletic competitions, a lively social setting, and unparalleled access to resources like the library and Student Recreation Center, as well as tutoring, counseling, faculty, and staff. Our 'Runners who live on campus are building a 24-7 community at CSUB, creating lifelong friendships and improving their ability to graduate on time.

A University on The Rise

CSUB places student success and academic excellence at the center of everything we do and publications like Washington Monthly, U.S. News and World Report and Business Insider consistently rank CSUB as a smart investment for students. The quality of CSUB's academic programs as well as the cost of studying at the university win praise across the board. But perhaps the most persuasive ranking is in social mobility, the demonstrated ability of our graduates to move forward professionally and economically with the power of their CSUB degree.

Extraordinary Level of Student-Faculty Interaction

At CSUB, you won't be just another face in the crowd. The average undergraduate class size is 25 students, allowing Roadrunners to work closely with highly-qualified and experienced professors in modern classroom and laboratory settings. CSUB's faculty members are respected scholars, published researchers and engaged community leaders – as well as dedicated educators who genuinely care about their students' success.

Career Opportunities

CSUB prepares students to succeed in challenging and rewarding careers in a wide range of fields. Many departments offer internships that give students practical, real-world experience. In addition, the Center for Career Education and Community Engagement offers career counseling, job search help and information about getting involved in the community. Through the Alumni Association, students are afforded the rare opportunity to partner with alumni mentors to help them network while still in school so that they will be prepared to jump into the job market right after graduation.

Community Engagement

The university collaborates with partners throughout Kern County and Antelope Valley to increase the region's overall educational attainment, enhance residents' quality of life and support economic development. One example of our collaborative effort is the Kern Education Pledge, an innovative kindergarten-to-college program that relies on our partners in K-16 education to erase barriers for students on their first day of school and keep them focused on CSUB and a university degree. A Better Bakersfield and Boundless Kern (B3K Prosperity) is another collaborative effort to develop a roadmap and investment plan for economic growth and inclusion in Kern County. CSUB has been a committed partner since its inception and provides ongoing support in a variety of ways. The university also is leading the way in the nation with our community college partnerships. Bakersfield College has a satellite campus right here at CSUB, which eases the transition of transfer students between the top two higher education institutions in our region while increasing graduation rates.

Many faculty and students focus on research that directly transforms our region. In addition, a number of centers and institutes provide resources, training and other engagement opportunities to the community. About 60,000 alumni have graduated from CSUB, and the majority of them remain in the region to work and contribute back. Alumni have succeeded in every sector – from education to healthcare to agriculture – fueling Kern County's regional economy and supporting the local community.

Time for Fun, Too!

Student life at CSUB is vibrant and 'Runner pride is rampant. CSUB features a state-of-the-art Student Recreation Center, offers over 100 student organizations and clubs, and hosts NCAA Division I sporting competitions, on-campus events and performances. In addition to plenty of dining and entertainment options in the city of Bakersfield, the university is within driving distance to the beach, national parks and amusement parks. At CSUB, students make friendships that last a lifetime. It's a world-class experience in the heart of California.

Accreditation and Memberships

The university is committed to the goals of a liberal education—to promote the individual intellectual and personal growth of its students and to contribute to the community by developing in its students a sense of civic purpose and service.

California State University, Bakersfield (CSUB), is accredited by the Western Association of Schools and Colleges, Senior College and University Commission (WSCUC, formerly known as WASC).

WSCUC

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WSCUC is one of six regional associations that accredit public and private schools, colleges, and universities in the United States, as well as the territories of Guam, American Samoa, Federated States of Micronesia, Republic of Palau, and the Commonwealth of the Northern Mariana Islands. The Teacher Preparation Program is accredited by the California Commission on Teacher Credentialing (CCTC) and the National Council for the Accreditation of Teacher Education (NCATE). Many other programs on campus are also accredited. The Nursing Program is approved by the California Board of Registered Nursing (BRN) and accredited by the Commission on Collegiate Nursing Education (CCNE). The undergraduate and graduate programs in Business Administration are accredited by The Association to Advance Collegiate Schools of Business (AACSB International). The Master of Public Administration and the Master of Science in Administration, Health Care Management are accredited by the National Association of Schools of Public Affairs and Administration (NASPAA). The Chemistry Program is approved by the Committee of Professional Training of the American Chemical Society. The university is a member of the American Association of Allied Health Professions, American Association of Colleges for Teacher Education, American Association of State Colleges and Universities, Assembly of Cooperative Assessment of Experiential Learning, Association for Supervision and Curriculum Development, California Campus Compact, California Collegiate Athletic Association, California Council on Education of Teachers, California Intersegmental Articulation Council, College Entrance Examination Board, College Placement Council, Council of Colleges of Arts and Sciences, Council of Graduate Schools, Greater Bakersfield Chamber of Commerce, Institute of International Education-West Coast Region, National Association of Schools of Public Affairs and Administration, National Collegiate Athletic Association, National Student Exchange Program, National University Extension Association, Teacher Education Council of State Colleges and Universities, Western Association of Art Museums, Western Association of Graduate Schools, and the Western Association of Summer Sessions.

The university is affiliated with many national academic honor societies. The university offers membership in a chapter of Alpha Chi, an honorary

society recognizing academic achievement. The School of Arts and Humanities has established active chapters of Phi Alpha Theta, the international history honor society; Lambda Pi Eta, the national Communication honorary society; Omicron Delta Epsilon, the national Economic honorary society; Sigma Tau Delta, the national English honorary society; Pi Sigma Alpha, the national Political Science honorary society; Psi Chi, the national Psychology honorary society; and Sigma Delta Pi, the national Spanish honorary society. The School of Natural Sciences and Mathematics has established a chapter in the Society of Sigma Xi, the national honorary in the sciences. The Department of Nursing has a chapter of Sigma Theta Tau, International Nursing Honor Society. The School of Business and Public Administration has established chapters of Beta Gamma Sigma, the national honor society for professionally accredited schools of business administration; Sigma Iota Epsilon, the national management honorary society; and Pi Alpha Alpha, the national society for public affairs and administration. CSU Bakersfield is a signatory to the American College and University President's Climate Commitment (ACUPCC) and CSU Bakersfield is a member of the Association for the Advancement of Sustainability in Higher Education (AASHE).

Graduates of the university are eligible for membership in the American Association of University Women.

Availability of Institutional and Financial Assistance Information

The following information concerning student financial assistance may be obtained from the financial aid website at <http://www.csub.edu/finaid/> and/or from the Director of Financial Aid and Scholarships (SA 114, 661-654-3016):

1. A description of the federal, state, institutional, local, and private student financial assistance programs available to students who enroll at California State University, Bakersfield;
2. For each aid program, a description of procedures and forms by which students apply for assistance, student eligibility requirements, criteria for selecting recipients from the group of eligible applicants, and criteria for determining the amount of a student's award;
3. A description of the rights and responsibilities of students receiving financial assistance, including federal Title IV student assistance programs, and criteria for continued student eligibility under each program;
4. Provide information to students about the institution's satisfactory academic progress standards that students must maintain for the purpose of receiving financial assistance and criteria by which a student who has failed to maintain satisfactory progress may reestablish eligibility for financial assistance (appeals process);
5. The method by which financial assistance disbursements will be made to students and the frequency of those disbursements;
6. The way the school provides for Pell-eligible students to obtain, or purchase required books and supplies by the seventh day of a payment period and how the student may opt out;
7. The terms of any loan received as part of the student's financial aid package, a sample loan repayment schedule, and the necessity for repaying loans;
8. The general conditions and terms applicable to any employment provided as part of the student's financial aid package;
9. The terms and conditions of the loans students receive under the Direct Loan Program;

10. The exit counseling information the school provides and collects for student borrowers; and
11. Contact information for university offices available for disputes concerning federal, institutional and private loans.

Additional resources for campus disclosures include:

- Information concerning the cost of attending California State University, Bakersfield is available from the financial aid website at <http://www.csub.edu/finaid/cost/budgets/index.html> (<http://www.csub.edu/finaid/cost/budgets/>) and/or from the Director of Financial Aid and Scholarships (SA 114, 661-654-3016), and includes:
 - tuition and fees;
 - the estimated costs of books and supplies;
 - estimates of typical student housing, food, and transportation costs;
 - and, if requested, additional costs for specific programs.
- Information concerning the refund policies of **California State University, Bakersfield** for the return of unearned tuition and fees or other refundable portions of institutional charges is available from the Assistance Vice President, Fiscal Services (ADM 103, 661-654-2251).
- Information concerning policies regarding the return of federal Title IV student assistance funds as required by regulation is available from the financial aid website at <http://www.csub.edu/finaid/receiving/withdrawal/index.html> (<http://www.csub.edu/finaid/receiving/withdrawal/>) and/or from the Director of Financial Aid and Scholarships (SA 121, 661-654-3016).
- Information regarding special facilities and services available to students with disabilities may be obtained from the Director, Disabled Services (SA 142, 661-654-3360).
- Information concerning **California State University, Bakersfield** policies, procedures, and facilities for students and others to report criminal actions or other emergencies occurring on campus may be obtained from the Director, Public Safety/University Police (SSS 106, 661-654-2111).
- Information concerning **California State University, Bakersfield** annual university security report and annual fire safety report may be obtained from the Director, Public Safety/University Police (SSS 106, 661-654-2111).
- Information concerning the prevention of drug and alcohol abuse and rehabilitation programs may be obtained from Director, Personnel Services (ADM 108, 661-654-2266).
- Information regarding student retention and graduation rates at **California State University, Bakersfield** and, if available, the number and percentage of students completing the program in which the student is enrolled or has expressed interest may be obtained from the Special Assistant to the President, Institutional Research, Planning, and Assessment (IRPA) (BDC A147, 661-654-3145).
- Information concerning athletic opportunities available to male and female students and the financial resources and personnel that **California State University, Bakersfield** dedicates to its men's and women's teams may be obtained from the Director, Athletics (GYM 112, 661-654-218).
- Information concerning teacher preparation programs at **California State University, Bakersfield**, including the pass rate on teacher certification examinations, may be obtained from the Dean, School of Social Sciences and Education (EDUC Bldg, 661-654-6663).
- Information concerning grievance procedures for students who feel aggrieved in their relationships with the university, its policies,

practices and procedures, or its faculty and staff may be obtained from the Associate Vice President for Academic Programs (EDUC 242, 661-654-3420).

- Information concerning student activities that **California State University, Bakersfield** provides, must be easily accessible on www.csub.edu (<http://www.csub.edu/>).
- Information concerning student body diversity at **California State University, Bakersfield**, including the percentage of enrolled, full-time students who are
 - a. male
 - b. female
 - c. Pell Grant recipients, and
 - d. self-identified members of a specific racial or ethnic group, must be obtained from Institutional Research, Planning, and Assessment (IRPA) (DDH C100, 661-654-2124).
- The federal Military Selective Service Act (the "Act") requires most males residing in the United States to present themselves for registration with the Selective Service System within thirty days of their eighteenth birthday. Most males between the ages of 18 and 25 must be registered.
- Selective Service registration forms are available at any U.S. Post Office, and many high schools have a staff member or teacher appointed as a Selective Service Registrar. For more information on the Selective Service System and to initiate the registration process, visit the official Selective Service System website (<https://www.sss.gov/>).

Federal Regulations (Part 668.41-Student Assistance General Provisions) mandate that a Notice of Required Disclosures be provided to all enrolled students on an annual basis and be made available to all prospective students. These disclosures may be reviewed online at <http://www.csub.edu/disclosures/>. Upon request, a person is entitled to a paper copy containing the required information. To request a paper copy, students may print the disclosures webpage or obtain a copy by contacting the Chief of Staff to the President, Kristen Watson, at kwatson@csub.edu or by calling (661) 654-2241.

Institutes and Research Centers

CSUB is the center of learning in Kern County. And while the University's primary mission is educating undergraduate and graduate students, there is a great deal of learning that goes on outside the classroom — not just for CSUB students, but for the greater community as well. CSUB academic centers and institutes are an invaluable point of contact between the intellectual life of those on campus and the outside world.

- **The Business Research and Education Center** is a focal point and resource for faculty research projects, various student programs and projects, and the facilitation of interactive efforts and programs between/amongst the School of Business and Public Administration and a myriad of community, business and government interests throughout the regional Kern County area. Some of the ongoing programs include:
 - a. The Family Business Institute provides a comprehensive program promoting the success of family-owned businesses in Kern County. The FBI is a specifically designed resource that addresses the myriad of issues pertaining to family businesses. The goal of the Institute is to develop a body of knowledge and problem-solving techniques that are accessible to all members. The FBI is a public-private alliance among the School

of Business and Administration at CSUB, Kern County family-owned businesses, and service professionals.

- b. The Kern County Technology Transfer Group provides support for the commercialization of technology and technology transfer for technology-oriented firms throughout Kern County.
 - c. The Kern County Export Development Program provides interns for Kern County businesses interested in starting and expanding export trade.
 - d. The Strategic Management Plan Program offers senior and MBA students the opportunity to analyze and provide Strategic Management Plans, including a comprehensive strategic analysis, to businesses throughout Kern County. These projects will be conducted and completed by teams of senior or graduate students under the direction of CSUB professors. Following an extensive analysis of each business, a completed Final Report will be issued to the participating business.
- **California Energy Research Center (CERC)** facilitates the engagement of CSU Bakersfield faculty and students in collaborative research efforts with our local energy-related industry and agencies for the benefit of the local community, the region, and the state of California. CERC leverages the university's academic resources and the expertise of Kern County energy industries to address technical, economic and public policy issues associated with energy production and generation in Kern County and California. The CERC will serve as a catalyst to expand the university's capacity in key energy-related disciplines while benefiting vital regional and statewide energy assets and economic drivers.
 - **California Well Sample Repository** organization is California's only facility for the permanent storage and public use of cores, sidewall samples, drill cuttings, outcrop samples, microfaunal slides, foundation borings, and mineral suites. The California Well Sample Repository (<http://www.wellsample.com/>), housed on the CSUB campus, includes thousands of oil, gas, water and core wells in California.
 - **Center for Economic Education and Research (CEER)** has the following purposes:
 - a. To enhance economic education by providing in-service workshops and curriculum consultation for teachers and school districts; offering enrichment programs for teachers and students; sponsoring lectures and symposia; and facilitating cooperation among the Economics Department, School of Social Sciences and Education, and K-12 educational community.
 - b. To raise and allocate funds to support the goals of the Economics Department, including applied regional research; scholarly activity; program development; instructional improvement; student recruitment, retention, and financial assistance; and sponsorship of public forums and social gatherings.
 - c. To facilitate externally funded research and contractual work in economics and economics education and utilize indirect grant funds to support the above-mentioned goals of the Economics Department.
 - **Center for Environmental Studies** was initiated in 1973 and facilitates research and understanding of environmental issues, serves as an advocate for university and community awareness of environmental issues, and manages the activities and operations of the on-campus Environmental Studies Area (ESA).
 - **Center for Research Excellence in Science and Technology (CREST)** recruits CSUB students to conduct scientific research on topics important to the economy of the San Joaquin Valley throughout the 21st century including forecasting water resources and investigating the feasibility of subsurface carbon storage into maturing oil fields. CREST students participate in extensive academic research at CSUB, national labs and cooperating Ph.D. granting institutions. CREST is an integral part of the new California Energy Research Center, a collaboration between faculty from several CSUB academic programs, local industry, and government agencies.
 - **Institute for Religion, Education and Public Policy (IREPP)** sponsors panel discussions and lectures open to the public that we hope will help to bridge the gap between the university and the Kern County community so as to spread knowledge of diverse religious traditions and create a public conversation on many issues.
 - **Kegley Institute of Ethics** purpose is to enhance the quality of our community by stimulating thought and involvement in ethical issues. It achieves this mission through a renowned lecture series, community-based panels on current ethical concerns, faculty research grants, and student scholarships.
 - **Nursing Center for the Advancement of Research/Evaluation (NCARE)** encourages research, evaluation and the dissemination of information that will benefit the Greater Bakersfield area, the Southern San Joaquin Valley, and the State of California. NCARE will conduct research and evaluation for public and private agencies, institutions and corporations. NCARE will provide basic and applied nursing and health research, evaluation, consultation and related educational services.
 - **Politics Research Center** supports research and consulting to enhance student training, faculty teaching, and professional competence. Its research focuses on matters in which power relations, institutions and decision-making processes, and discretion and choice in policymaking are important variables. Such research may be controversial and arouse concern among many persons, groups, and interests. The Center's purposes are non-partisan, however, and its goals are to assist all segments of both U.S. and foreign societies through its research into government policies and public support for policies.
 - **Public History Institute (PHI)** serves as a center for the collection, preservation, and management of history in the Southern San Joaquin Valley. The Public History Institute also supports an active oral history program in addition as serving as an archival repository for collections of documents, papers, and artifacts that relate to the Institute's public programs.
 - **Public Service Institute (PSI)** makes available university-based resources and expertise to public, nonprofit and health care agencies in the southern San Joaquin Valley so that these organizations might carry out more effectively the duties and responsibilities rendered them by the citizens of the region. PSI has a three-fold mission:
 - a. to provide state-of-the-art technical, supervisory, managerial, and leadership training and assistance to public and nonprofit agencies in the service area;
 - b. to provide policy analysis and program evaluation assistance and training to public and nonprofit agencies in the service area to improve their service delivery and policy effectiveness;
 - c. to build international linkages that will be of benefit to CSUB students and practitioners in our service region.
 - **Southern San Joaquin Valley Information Center (Archaeological Info Center) (SSJVIC)** is one of nine Information Centers within the California Historical Resources Information System (CHRIS). CHRIS works under the direction of the California Office of Historic Preservation (OHP) and the State Historic Resources Commission (SHRC). The Information Centers are non-profit organizations, each serving a specific geographic area within the State of California.

The SSJVIC is the primary repository for resource records and study reports for the 5 counties of Southern San Joaquin Valley (Fresno, Kern, Kings, Madera, and Tulare). The purpose of the center is to manage historical resources records, reports, and maps; to supply historical resources information to the private and public sector; to provide educational support and information about historical resources in California to the general public. Located at California State University, Bakersfield (CSUB), the center currently houses approximately 33,000 cultural resource records documenting historical and archaeological sites and approximately 10,500 study reports. Utilizing this information, record searches conducted to meet the requirements of state and federal law play a critical role in the long-term protection of cultural resources across Southern-Central California. In addition, the SSJVIC serves as an integral part of the local and regional communities, maintaining student internship and public outreach programs, working with Native American tribes, and local city and county governments.

Food Service

The Runner Café, Panda Express (in the Student Union), Starbucks (in the Student Union), and Walter's Coffee and Snack Bar (in the Library) are operated by ARAMARK Higher Education. The Runner Café is open seven days a week for the entire campus community and general public, as well as for students living the Student Housing. Panda Express is open Monday through Friday, Starbucks is open Monday through Sunday, and Walter's Coffee and Snack Bar is open Monday through Thursday and Sunday as well. Which Wich Superior Sandwiches, located in Science III Building, is open Monday through Friday. The Curbside Kitchen Food Truck, located near the Humanities Office Building, is open Monday through Friday too. Days and hours for all locations vary and are subject to change.

Getting to Know the Campus

Orientation programs provide newcomers with an introduction to academic life and the campus community. University Outreach conducts the orientation experience three times a year. The program provides newcomers an opportunity to become better acquainted with the university. Students entering at the beginning of the academic year are given two options: An April orientation for transfer students and first-time freshmen; and Summer orientations for any new students before the first day of class for the fall term. Sessions for first-time freshmen family members are also offered.

Students entering at the Spring term have one orientation option: a program is offered during the preregistration period before the term begins. All new students are required to participate in orientation. Orientation fees are mandatory and cannot be waived. For more information, contact New Student Orientation Program office at (661) 654-3388 or <http://www.csub.edu/orientation/>.

Parking Information

The California State University Police, as a sworn law enforcement agency pursuant to California Penal Code Section 830.2, is responsible for the enforcement of parking and traffic regulations at California State University, Bakersfield. Parking regulations and ordinances are enforced 24 hours per day, 7 days per week. If not otherwise specified, all ordinances and laws contained in the California Vehicle Code are applicable to the operation of vehicles on this campus. All parking citations and fines are processed through Parking Management Bureau, One University Circle, Turlock, CA 95382. Failure to pay parking fines may

result in the withholding of vehicle registration by the State Department of Motor Vehicles, Section 4760.1 C.V.C, and possible immobilization or towing per Section 22651(i)(1) and 22651.7 C.V.C.

University Parking Regulations require that the permission to park on campus is dependent upon the payment of an established parking fee and possession of a daily, semester, annual, or temporary activities permit (except in metered, loading, time limited zones or by issuance of a visitor's permit). These regulations apply to students, the general public, and state university employees.

Semester permits may be purchased online or at any time during normal business hours from the Accounting Office. Daily Parking Permits are available 24 hours a day from dispensers at each entrance to the University.

Paid parking is in effect 24 hours a day, seven days a week. Permits are valid as indicated with beginning and ending expiration dates on the permit. The permit or decal must be clearly visible at all times to be valid. The parking decal is not transferable and must not be altered. Visitor permits will be valid only when displayed as directed on the permit.

All areas on the campus where vehicles may be legally parked are designated. Motorcycles and other motorized two-wheeled vehicles shall be parked in designated areas. Parking areas marked with a green curb or a posted sign are time-limited areas. Parking spaces marked with a yellow curb or a posted sign are loading areas with a time limit. Areas marked in red or a posted sign are designated no parking zones. Metered spaces are provided for short-term parking. Parking permits are not valid in metered spaces.

Disabled parking spaces for persons with physical disabilities are designated in each major parking lot on campus. Disabled spaces may be used by vehicles displaying a valid DMV issued Disabled Placard and a valid CSUB parking permit. Persons with a temporary physical condition in need of disabled parking can apply for a one-week temporary parking permit. Students may contact the Student Health Center for further information at (661) 654-2394, staff may contact Human Resources, and faculty may contact the Office of the President, Assistant to the President for Equity, Inclusion and Compliance.

New CSU Smoke-Free and Tobacco-Free Policy

California State University Executive Order 1108 requires all CSU campuses to be smoke-free and tobacco-free. View a copy of the executive order (<https://calstate.policystat.com/policy/6591951/latest/>). According to Executive Order 1108, "smoke free" means the use of cigarettes, pipes, cigars, and other "smoke" emanating products, including e-cigarettes, vapor devices, and other like products are prohibited. The order also prohibits the use of smokeless tobacco, snuffs, and other tobacco products.

CSUB promotes compliance by implementing educational campaigns, outreach, communications, and the promotion of tobacco cessation treatment programs that will assist people in quitting smoking completely or help them adhere to the smoke-free and tobacco-free policy.

Staff and Faculty

- Utilize our Employee Assistance Plan (EAP) through Life Matters by Empathia: 1-800-367-7474 or mylifematters.com (<http://mylifematters.com>)
- Utilize benefits under your personal medical plan

- Utilize the smoking cessation support group through our Student Health Services

Students

- Utilize options provided through Student Health Services on campus

CSU Bakersfield is committed to a healthy and pleasant environment where everyone who works and studies at our campus can breathe freely. This change in policy is an important action that will result in a healthier environment for our entire campus community.

Walter W. Stiern Library

The Walter W. Stiern Library, completed in 1994, is a research center and learning hub at CSUB. The 150,000 square foot, five-floor building is home to library collections and services, computer labs and classrooms, a media center, fabrication lab, faculty and graduate student study carrels, group study rooms, as well as instructional television studios. Wireless internet access is available throughout the library. The library also hosts numerous public events throughout the year.

Stiern Library personnel provide a range of services and programs. To assist students and faculty, research assistance is provided by librarians at the reference desk and by appointment, as well as by phone, email, online chat or video conference. Library courses, tours and orientations are offered every semester.

The library's Historical Research Center houses the library's archives and special collections, an exhibit room, and oral history projects. The Center gives students opportunities to learn about and gain hands-on experience in applied history.

Students at the CSUB Antelope Valley Campus can get research assistance in the library on the Lancaster campus. E-resources, article delivery, and book delivery are provided for Antelope Valley students. For students taking CSUB courses outside the Bakersfield area, the library's Distance Services program provides library access and assistance.

The library provides use of tens of thousands of electronic journals and half a million book volumes. It also offers portable device checkout to students. Other book collections housed in the library focus on California history, career and student success, multicultural topics, among many others. Online access to the library's collections is available to students, faculty, and staff with a current CSUB ID. A course reserves collection includes electronic and print materials for course assignments. The resource sharing service provides access to materials not available at CSUB.

The library's web page is the portal to library resources including the library catalog, OneSearch, research databases, subject guides, and links to other services such as access to study rooms, research assistance, and library policies.

For more information about the Library, please call 661-654-3172 or visit in person or via the library web site: <http://www.csub.edu/library/>.

Using Email as Official Student Communication

Policy Statement

California State University, Bakersfield (CSUB) will send communications to *students* by email. CSUB provides students with an email account upon the student's *enrollment* to the institution. This account is free of charge and remains active one calendar year following the last enrolled term.

A university-assigned student email account is the official means of *university communication* with all students. Students are responsible for reading all information sent to them via their university email account. If a student chooses to forward his or her university email account, he or she is responsible for all information, including attachments, sent to any other email account.

Reason for Policy

Email is the primary method of communication between the university and students. Upon enrollment, students are informed about their university email account, and that students are responsible for the emailed information. It is imperative that students understand that information will be communicated to them via their university email account while they are enrolled.

Definitions (As related to this policy)

University Communication

Any communication from the university related to a student's enrollment, financial responsibilities, participation in athletics or student activities, and compliance with University policies and procedures, including the Student Standards of Conduct.

Student

Any student currently *enrolled* or *eligible to enroll* as an undergraduate and/or graduate student (Student status starts upon enrollment and is defined by unit load).

Enrolled

Any student that carries a unit load for an academic term.

Eligible to Enroll

Any student that meets the requirements to enroll in current and subsequent terms.

Student Responsibility

CCSUB recommends that students check their email accounts daily. If a student chooses to forward his or her university email account, he or she is responsible for all information, including attachments, sent to any other email account. Students are responsible for reading, in a timely fashion, university communications sent to their university email account.

Failure to read university communications may result in missing payment deadlines, scholarship opportunities and deadlines, registration deadlines, course related information, immunization requirements, opportunities for financial aid, requirements and deadlines for graduation, etc.

Email shall not be the sole method for notification where another method of communication is required by law.

Effective Date

December 2014

Last Update

December 18, 2014

Responsible University Officer

Registrar

Policy Owner

Registrar, Office of the Registrar