

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Process for Updating the University Handbook
RES 161706

FAC

RESOLVED: that the Academic Senate affirm that it will review, update, revise, and make electronically searchable the current University Handbook, with a clear Table of Contents.

RESOLVED: that the Academic Senate establish an ad hoc sub-committee of the Faculty Affairs Committee composed of members of the Faculty Affairs Committee supplemented by additional members from the Academic Senate to undertake the task of revision of the current University Handbook.

RATIONALE: The continuing question and controversy about whether to have a University Handbook or an Academic Policy Manual has delayed a much-needed revision of the current University Handbook. This establishes a clear direction for any group charged with undertaking a revision of the Handbook. In addition, the FAC receives a number of referrals to consider each month and has been asked to also review/revise/update the University Handbook, the *Constitution of the General Faculty* and the *Constitution of the Academic Senate*, identifying inconsistencies in all documents and to make appropriate revision related to the change from “quarter” to “semester”. Creating an Ad Hoc Committee from the Senate to augment the FAC would allow the FAC to continue to address new referrals in a timely manner as well as provide a means to also complete the edits necessary to create documents that are consistent with each other completed in a timely manner. The original referral for appropriate edits to the University Handbook was 2015-2016 Referral #008 made on September 29, 2015 and the referral for the review of inconsistencies in the *Constitution of the General Faculty* and the *Constitution of the Academic Senate* was 2015-2016 Referral #027 made March 1, 2016.

Approved by the Academic Senate on November 10, 2016
Sent to the President for Approval on November 17, 2016
Approved by the President on December 20, 2016