

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Online and Hybrid Courses Handbook Changes

RES 192007

AAC

RESOLVED: That the following changes be made to the University Handbook relative to online and hybrid courses (additions are underlined):

203 INSTRUCTIONAL POLICY

203.1 Revisions in Course Content and New Courses

Faculty shall teach all courses in accordance with officially approved course descriptions. Significant changes in course content and the creation of new courses require the approval of the school curriculum committee or, in the case of an interschool program, the approval of the Academic Affairs Committee.

~~Before offering any course as an online or hybrid course, the instructor must be certified for online or hybrid instruction by the Distributed Learning Committee.~~ Online and hybrid offerings must be approved by the department or program based on a documented rationale consistent with the Distributed Learning Policy, not solely based on instructor preference.

303 RESPONSIBILITIES OF TEACHING FACULTY, LIBRARIANS, & COUNSELORS

303.1 Duties of Teaching Faculty, Librarians, and Counselors

303.1.1 Teaching Assigned Courses

Faculty shall teach their assigned courses in accord with the officially approved course descriptions provided in the current university catalog. Unless authorized by the department or program to teach a course in an online or hybrid format, faculty shall teach each course in a face-to-face format. All faculty teaching online or hybrid courses must be certified for online or hybrid instruction following the procedures established by the Distributed Learning Committee (refer to Section 203.12).

RATIONALE: The Distributed Learning Committee (DLC) was formalized into the Handbook with Academic Senate Resolution 192002, which was signed by President Zelezny on November 04, 2019. Now that the DLC has been formalized, additional changes are needed in the above sections of the Handbook to formalize its charges to ensure the quality of online / hybrid instruction and to certify instructors for online / hybrid courses.

The proposed language changes make it clear that instructors for online and hybrid courses must be certified by the DLC. The other language changes

formalize portions of the Distributed Learning Policy into the Handbook, particularly that department / program permission should be obtained before offering a course in online / hybrid format and that excellence in academic instruction should guide administrative decisions.

Distribution List:

President
Interim Provost and VP AA
Vice Provost
School Deans
Department Chairs
General Faculty

Approved by the Senate January 23, 2020
Sent to the President January 31, 2020
Approved by the President February 20, 2020