



# CALIFORNIA STATE UNIVERSITY, LONG BEACH

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OFFICE OF THE ACADEMIC SENATE

## MEMORANDUM

January 25, 2023

FROM: Pei-Fang Hung  
Chair, Academic Senate

SUBJECT: PS 20-01 Policy on Online and Hybrid Instruction, Section 2.3

The Executive Committee of the CSULB Academic Senate has been asked to provide an interpretation of PS 20-01 Policy on Online and Hybrid Instruction, and specifically, the meaning of the phrase “essentially all” in Section 2.3 of that policy. Section 2.3 of the policy reads:

Face-to-Face Instruction: Courses for which essentially all classroom instruction occurs synchronously at a location where both the instructor and students are physically present. Arrangements for classes missed due to sick leave, personal holidays, or travel authorized by the University do not count towards online out-of-class work. For such missed classes, instructors shall refer to regulations and guidelines of Faculty Affairs.

At its meeting of January 24, 2023, the Academic Senate Executive Committee approved the following interpretation of Senate Policy Statement 20-01, Section 2.3.

The Executive Committee recognizes that the phrase “essentially all” is imprecise and may create confusion for faculty, department chairs, program directors, and deans when attempting to clearly articulate and apply the policy. For that reason, the Executive Committee finds that it is appropriate and acceptable for College Deans to articulate a precise definition of the phrase “essentially all” in Policy 20-01 for use in their College. The phrase should be interpreted in consultation with department chairs, program directors, and the Faculty Council of the College prior to implementation of the agreed upon definition.

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