



CALIFORNIA STATE UNIVERSITY
BAKERSFIELD

Department of Sociology

Sociology Undergraduate Student Handbook Academic Year 2026-2027

**Dorothy Donahoe Hall (DDH), AA209
9001 Stockdale Highway
Bakersfield, CA 93311
Office: 661.654.2368**

<https://www.csub.edu/sociology/>

Updated 8/24/2026

Table of Contents

- I. Introduction
- II. BA Sociology Program Information
- III. Sociology Major Advising
- IV. Academic Policies and Procedures
- V. Scholarships, Awards, Honors, and Fellowships
- VI. Professionalism

I. INTRODUCTION

The Department of Sociology at California State University, Bakersfield (CSUB) hopes that this undergraduate student handbook will provide current and prospective majors, as well as minors, the information needed to become a successful, well-rounded, and sociologically knowledgeable citizen in a rapidly-paced and ever-changing society.

What is Sociology?

Sociology is the study of social life, social change, and the social causes (influences) of human behavior. It focuses on how people coordinate their activities to achieve both individual and collective goals. Sociology is different from the other social and behavioral sciences in two important ways. First, it places primary importance on the social group within the larger society. Second, it seeks to explain the broad range of human behavior as it is influenced by the social context. Thus, sociology studies the major issues of our times and seeks to understand their complexity and predict their future. It investigates how patterns of social activity originate, what sustains them, why they take one form rather than another, and how they change. Since the focus is on the dynamics of social life, through research methodologies and sociological theory, Sociology covers a range of topics such as the social self, deviance, race, socioeconomic status (SES), gender, and sexuality to broad social matters such as immigration, education, health, and culture. Sociology provides an excellent program of study to prepare students for either graduate school or employment after graduation.

Sociology at CSUB

As part of the College of Social Sciences and Education (SSE), the Sociology major is offered on both the Bakersfield and Antelope Valley campuses. We offer a Bachelor of Arts (B.A.) degree program with three (3) pathways, a Sociology minor, and a new minor in Migration, Population, and Globalization that starts in Fall 2026. To find out more about this exciting and rewarding field, contact us at (661) 654-2368 or visit our website:

www.csub.edu/sociology The Department of Sociology main office is located in Dorothy Donahoe Hall (DDH) AA 209. Students interested in the fully online Bachelor of Arts (B.A.) program through Extended Education can contact that office for program information: <https://extended.csub.edu/programs/sociology-ba-online>.

For majors enrolled at the Bakersfield and Antelope Valley (AV) campuses, the Sociology program is NOT a fully online program. When you applied to the Sociology program using Cal State Apply to attend either the Bakersfield or AV campus, you selected “Fully F2F” (i.e., “Fully Face to Face” program)—see the following image:

Degree Search Results - Sociology/Applied Sociology

[New Search](#)

4 results

MAJOR (CONCENTRATION)	CAMPUS ▼	DEGREE	UNITS	FORMAT	SOURCE	VIDEO LINK	APPLY
Sociology (General)	Bakersfield	BA	120	Fully F2F	Campus		Apply Now
Sociology (Human Services)	Bakersfield	BA	120	Fully F2F	Campus		Apply Now
Sociology (Racial and Ethnic Dynamics)	Bakersfield	BA	120	Fully F2F	Campus		Apply Now

Students enrolled at both campuses should not expect to complete their degree requirement by only taking fully online classes. During the COVID-19 pandemic, most programs at CSUB, including Sociology, were forced to teach fully online courses due to social distancing requirements. However, since Fall 2022, the Sociology B.A. program has returned to its pre-COVID-19 operations offering a range of course modalities including in-person, hybrid, fully online (asynchronous), instructional television (ITV) and fully online synchronous (Zoom). There will be times when several of the program's core classes, as well as elective classes, will be offered only in-person, yet at different times of the day to meet students' scheduling needs. Students are expected to register for courses, regardless of modality, to complete degree requirements. If you decide to enroll in online sociology courses only, then you should expect that it will take longer to complete your degree.

CSUB Sociology's Mission

As stated on the Sociology Department website (<https://www.csub.edu/sociology/>), our goal is to advance students' intellectual preparation in macro and micro sociological concepts through rigorous, substantive, theoretical, and methodological coursework. The program provides opportunities for praxis-oriented internships, independent research projects, and on-going and continuous engagement with the program faculty's teaching, research, and service-related activities. Our graduates will have the personal, ethical, and scholarly skills needed to face the challenges associated with social change, diversity of persons and ideas, and an evolving global economy. For additional information on how a sociology major can work for you, visit the American Sociological Association (ASA) for sociology students: <https://www.asanet.org/academic-professional-resources/major-in-sociology/>.

For a list of all Sociology faculty and staff, visit the Sociology webpage: <https://www.csub.edu/sociology/faculty-staff.shtml>

Based on their intellectual, career, and personal interests, undergraduate Sociology majors can select one of three pathways: Traditional Sociology, the Human Services concentration or the Racial and Ethnic Dynamics concentration. Regardless of pathway, all Sociology majors are required to take the same set of lower division (1000-2000 level) and upper division (3000-4000 level) “core” classes. For each concentration, there may be additional required specialized courses to take. The list of all sociology courses and their descriptions can be found this link to the CSUB Catalog for Sociology: <https://catalog.csub.edu/course-descriptions/soc/>

Sociology Minor: Students who minor in Sociology are required to take SOC 1008: Introduction to Sociology and any three upper division electives. Sociology minors cannot enroll in core, required major courses. The list of minor electives is located on the Sociology Department webpage: https://www.csub.edu/sociology/files/Minor_in_Sociology.pdf

II. BA SOCIOLOGY PROGRAM INFORMATION

There are three (3) pathways for the Sociology major: Traditional the Human Services Concentration, and the Racial-Ethnic Dynamics Concentration. Each pathway has its own set of elective courses that vary by catalog year, so be sure you know which pathway you have selected and familiarize yourself with its specific academic outline: <https://www.csub.edu/sociology/academics.shtml>

Regardless of pathway, **all** sociology majors are required to take the following core courses:

- SOC 1008: Introduction to Sociology
- SOC 2018: Self and Society (must be taken at CSUB)
- SOC 2208: Introduction to Statistics in the Social Sciences (or equivalent)
- SOC 2300: Race & Ethnicity **or** SOC 2400: Sex & Gender
- SOC 3000: Introduction to Research Methods
- SOC 3100: Classic Sociological Theory
- SOC 3110: Contemporary Sociological Theory
- SOC 3208: Diversity and Research Ethics
- SOC 4000: Social Stratification
- ONE** 4000-level methods: SOC 4200, SOC 4210, SOC 4230, **or** SOC 4250
- SOC 4908 (previously SOC 4988): Senior Seminar (includes 1-unit General Education capstone)

Earning a minimum grade of C- is required for the following core courses: SOC 3000, SOC 3100, SOC 3110, the 4000-level methods course, and SOC 4908. (See Section IV, “Academic Policies and Procedures” for specific information about prerequisites and minimum course grade requirements for major courses.)

General Education (GE) Requirements

In addition to completing Sociology requirements, majors must complete lower-division and upper division GE courses to graduate. If you are transfer student, you likely completed all lower-division GE requirements at your junior college. Refer to the General Education course list from the GE website for all courses eligible for lower-division and upper-division GE requirements: <https://www.csub.edu/ge/students.shtml>

Starting in Fall 2025, all CSUB first year students and transfer students will complete a new General Education (GE) program called CAL-GETC to align the California Community College system, the University of California system and the California State University system. For students admitted in **Spring 2025 or earlier**, they will continue to follow the CSU GE Breadth pattern. However, students admitted for **Fall 2025 and later**, they will follow the CAL-GETC GE pattern which uses different terminology and numbering than the CSU GE Breadth pattern. It will be important for you to know your admitted catalog year to ensure that you are following the correct GE pattern. See the graphic below for comparison of GE patterns.

CSU GE Breadth Fall 2021 to Summer 2025	CSU GE Fall 2025 and Beyond	Cal-GETC* Fall 2025 and Beyond
LOWER-DIVISION (39-40 units) Area A Communication in the English Language and Critical Thinking - A1 Oral Communication (3 units) - A2 Written Communication (3 units) - A3 Critical Thinking (3 units) Area B Scientific Inquiry and Quantitative Reasoning - B1 Physical Science (3 units) - B2 Life Science (3 units) - B3 Laboratory Activity (0 - 1 unit) - B4 Mathematics/Quantitative Reasoning (3 units) Area C Arts and Humanities - C1 Arts (3 units) - C2 Humanities (3 units) - Additional C1 or C2 (3 units) Area D Social Sciences ^ - Two courses (6 units) Area E Lifelong Learning and Self-Development (3 units) Area F Ethnic Studies - One course (3 units) UPPER-DIVISION (9 units) - Upper-division B Scientific Inquiry and Quantitative Reasoning (3 units) - Upper-division C Arts or Humanities (3 units) - Upper-division D Social Sciences ^ (3 units) ^ Two different disciplines across the 9 units in Area D.	LOWER-DIVISION (34 units) Subject Area 1 English Communication 1A English Composition (3 units) 1B Critical Thinking (3 units) 1C Oral Communication (3 units) Subject Area 2 Mathematical Concepts and Quantitative Reasoning - One course (3 units) Subject Area 3 Arts and Humanities 3A Arts (3 units) 3B Humanities (3 units) Subject Area 4 Social and Behavioral Sciences ^ - Two courses (6 units) Subject Area 5 Physical and Biological Sciences 5A Physical Science (3 units) 5B Biological Science (3 units) 5C Laboratory (1 unit)—<i>May be embedded in 5A or 5B course, as long as 7 units met for lower-division Subject Area 5.</i> Subject Area 6 Ethnic Studies - One course (3 units) UPPER-DIVISION (9 units) - Upper-division 5 Science or 2 Mathematical Concepts/Quantitative Reasoning (3 units) - Upper-division 3 Arts or Humanities (3 units) - Upper-division 4 Social and Behavioral Sciences ^ (3 units) ^ Two different disciplines across the 9 units in Area 4.	LOWER-DIVISION (34 units) Subject Area 1 English Communication 1A English Composition (3 units) 1B Critical Thinking and Composition (3 units) 1C Oral Communication (3 units) Subject Area 2 Mathematical Concepts and Quantitative Reasoning - One course (3 units) Subject Area 3 Arts and Humanities 3A Arts (3 units) 3B Humanities (3 units) Subject Area 4 Social and Behavioral Sciences - Two courses, two different disciplines (6 units) Subject Area 5 Physical and Biological Sciences 5A Physical Science (3 units) 5B Biological Science (3 units) 5C Laboratory (1 unit)—<i>May be embedded in 5A or 5B course, as long as 7 units met for lower-division Subject Area 5.</i> Subject Area 6 Ethnic Studies - One course (3 units) *Cal-GETC is the lower-division transfer pattern for California Community College students transferring to the CSU or the UC. Note: Nine units of upper-division GE are required of Cal-GETC-certified students after transferring to a CSU campus.

Required Upper-Division GE Courses:

- Two Thematic Courses: one (1) course from Upper Division B (UDB)/Upper-division 5 Science or 2 Mathematical Concepts/Quantitative Reasoning AND one (1) course from Upper Division C (UDC)/Upper-division 3, Arts or Humanities. **NOTE:** Sociology majors do not need to take a course from Upper Division D (UDD)/Upper-division 4, Social and Behavioral Sciences.
- Graduate Writing Assessment Requirement (GWAR): one (1) of the designated courses that satisfies the GWAR requirement; use this link to check courses offered each semester: <https://www.csub.edu/ge/students.shtml>
- Junior Year Diversity & Reflection (JYDR): one (1) course from the designated courses. NOTE: **SOC 3208 fulfills the JYDR requirement** and a core major requirement.
- Capstone: the 1-unit Capstone requirement is fulfilled by taking **SOC 4908: Senior Seminar** typically during the last semester of your senior year. You do not need to register for a separate capstone course.

III. SOCIOLOGY MAJOR ADVISING

Starting in Fall 2025, CSUB implemented a new advising model where students (first year, continuing, transfer) will be assigned to an SSE professional advisor. These students will meet with their assigned professional advisor for their entire academic career at CSUB. Go to this link for more information: <https://www.csub.edu/advising/index.shtml>. However, Sociology faculty are always available to meet with majors about career advising—you can begin by contacting the sociology department chair to discuss potential career and/or graduate school options.

It is very important for majors to meet with their advisor once per semester to stay on track to graduate. To find out who is your professional advisor, check myCSUB:

Advisor
Program Advisor Elizabeth Sanchez
Details

Communicate with your professional advisor via **your CSUB email account** to set up an advising appointment. It is important to check your CSUB email often to make sure you do not miss important information related to advising. View information posted on the SSE Advising Center for more information: <https://www.csub.edu/sseadvisingcenter/>

Know your catalog year and its course requirements for both Sociology major courses and General Education (GE) courses since each catalog may slightly differ by academic year. While your professional advisor will work with you on selecting courses, it is your responsibility to know the requirements for your pathway for your admitted catalog year. Your advisor may ask you to prepare for an advising appointment by creating a tentative schedule. If you are unsure of your catalog year and/or which major option you are in, log in to myCSUB and search under “Academic Requirements” to find out your catalog. You will see the following graphic:

Current Academic Objective		
Career:	Undergraduate	Fall 2023
Program:	UGRD - Baccalaureate	Fall 2023
Plan:	Sociology - BA	Fall 2023
Sub-Plan:	Human Services	Fall 2023
Expected Grad Term:		
Graduation Status:	Eligible to Apply for Graduation	

This sociology major’s catalog year is Fall 2023; their pathway (“sub-plan”) is the Human Services concentration and they would follow the specific requirements listed for that pathway for Fall 2023.

- If your catalog date is **after** Fall 2016, selecting a minor is **optional** for majors in the Traditional option. If your catalog is dated **before** Fall 2016, then you are required to select a minor in order to graduate.
- Lower-division courses are numbered 1000-2000; upper-division courses are numbered 3000-4000.

For additional information, visit the “Resources” page on the Sociology website: <https://www.csub.edu/sociology/resources.shtml>

Make the effort to prepare for your appointment with your advisor so that you can maximize time. If, after your appointment you still have questions, contact the Department Chair for help. Do not contact multiple advisors since they have their own list of advisees. Furthermore, be sure to follow the suggested schedule that you build with your advisor each semester. Should you choose not to follow the suggested schedule, you risk not making academic progress and delaying graduation.

Registration, Holds, & Enrollment Date

Each student is given an enrollment appointment to register for classes—check myCSUB for your day and time by clicking on “Details”:

Enrollment Appointment

Shopping Cart Appointment
Your Shopping Cart for the Fall 2024 Regular Academic Session session is available for use beginning February 22, 2024.

Enrollment Appointment
You may begin enrolling for the Fall 2024 Regular Academic Session on April 8, 2024.

Details

To be a full-time student and qualify for financial aid, you must register for a minimum of 12 units. Typically, students take 12-15 units per fall or spring semester. Contact your financial aid counselor for assistance: <https://www.csub.edu/financial-aid/>

Check myCSUB to make sure that you do not have any holds on your account that prevent you from registering for classes on your enrollment date. There are number of different holds that can be placed on your account: Advising, Judicial Affairs, Financial, or Immunization.

Holds

No Holds.

While your professional advisor can lift your advising hold after an appointment, if you have another type of hold, you will need to contact the appropriate unit/department to lift the hold so you can register for classes: <https://www.csub.edu/registrar/registration.shtml>. Note that for some holds, it may take 24 hours for myCSUB to clear a hold, so take care of any/all holds ASAP so that you do not miss your enrollment date!

Waitlisted Courses

If a course you wish to take is fully enrolled, then you can add yourself to the waitlist if one is available. Not every course is required to offer a waitlist for students. If a waitlist is offered, each sociology professor has the option to add students to the waitlist, including the option of not adding students beyond the enrollment total for the course. In other words, professors are not obligated to add waitlisted students if their course has reached the enrollment limit—this includes fully online courses. Additionally, courses are not required to have a waitlist. For more information about the waitlist process, then click on the link: <https://www.csub.edu/registrar/registration.shtml>

How to Search, Add, and Drop Courses on myCSUB

If you need help with searching, adding, or dropping courses, go to the Student Resources Page via the SSE Advising Webpage: <https://www.csub.edu/sseadvisingcenter/sse-student-resources.shtml>

Through myCSUB, you can search for course offerings from all campus departments in order to build your course schedule. For specific instructions on how to enroll in courses, go to this link: <https://www.csub.edu/registrar/registration.shtml>.

Look for the “Search” tab in myCSUB and enter specific search criteria. Make sure to select “Undergraduate” for “Course Career”--otherwise the search will not show any courses. Furthermore, do not check “Show Open Classes Only” so that you can always see all courses offered, even if a course is waitlisted or closed once registration begins. After you have entered search criteria, click on the “Search” button.

The screenshot displays the myCSUB search interface. At the top, there are two rows of search criteria: "Institution" set to "Cal State Univ., Bakersfield" and "Term" set to "Fall 2024". Below these is a light blue instruction bar: "Select at least 2 search criteria. Select Search to view your search results." Underneath is a section titled "Class Search" with a collapse icon. This section contains three rows of criteria: "Subject" set to "Sociology", "Course Number" set to "is exactly" with an empty input field, and "Course Career" set to "Undergraduate". At the bottom of the "Class Search" section are two checkboxes: "Show Open Classes Only" (which is checked) and "Open Entry/Exit Classes Only" (which is unchecked).

The list of course offerings—“Search Results”—should appear on your screen. Scroll through the entire list of courses offered; note the color-coded symbols to reference whether a course is open, closed, or on a wait list. The following graphic is the start of the list of all course sections offered (71) in Sociology for Fall 2024.

The following classes match your search criteria Course Subject: **Sociology**, Course Career: **Undergraduate**, Show Open Classes Only: **No**

Class Status Legend

 OPEN

 CLOSED

 WAIT LIST

Instruction Mode Legend

FTF (Face to Face)
Class meetings Face-to-Face on campus at scheduled times
ITV (Instructional Television)
Class meetings Face-to-Face at Main Campus with televised instruction for AV Campus at scheduled times

A1 (Fully Online)
Online course (24/7) via Canvas with no scheduled meeting times

S1 (Zoom)
Class meetings via Zoom at scheduled times

S2 (Hybrid)
Class meetings Face-to-Face at scheduled times and online (via Zoom or Canvas)

71 class section(s) found

^ SOC 1008 - Introduction to Sociology

Understanding Course Information

Each course listed in the search results provides general information about the course for quick review, including the class number (CRN).

^ SOC 4210 - Qualitative Research Methods

CLASS	SECTION	DAYS & TIMES	ROOM	INSTRUCTOR	MEETING DATES	STATUS	INSTRUCTION MODE	VIEW BOOKS
81287	01-LEC Regular	TuTh 4:00PM - 5:15PM	Business Development Ctr 163B	Rhonda Dugan	08/26/2024 - 12/16/2024		FTF (Face to Face)	View Books

Class note:

Students in this class will meet in person at CSUB at the time and place listed. Students will be expected to attend all class sessions in person in a classroom at the university.

However, for specific course details, click on the course CRN (in the example above for SOC 4210, the CRN is 81287) to review class details (prerequisites, number of units, class size, course description, instruction mode, waitlist information and General Education requirements (if applicable)).

 Rhonda Dugan

Class Details	
Status	🟢 Open
Class Number	81287
Session	Regular Academic Session
Units	3 units
Instruction Mode	Face to Face
Course Components	Lecture Required
Career	Undergraduate
Dates	8/26/2024 - 12/16/2024
Grading	Normal Grade Course
Location	CSU Bakersfield Main Campus
Campus	CSUB Main Campus

In addition to the Bakersfield campus, there are sociology courses offered at CSUB-Antelope Valley (AV), so pay attention to the “Location” and “Campus” information. Some courses are for CSUB-AV students **only** while other courses are offered for students at both Bakersfield and AV campuses.

Course Section Numbers

When searching for courses and/or attempting to enroll in courses, **pay attention to the course section number** since it indicates specific enrollment information, enrollment eligibility, and course modality:

- Course with section number “01” “02” and so on: face-to-face (in-person) course for Bakersfield students only
- Course with section number “50”: ITV split section course for Bakersfield students only
- Course with section number “60”: online/Zoom course for Bakersfield students only
- Course with section number “70”: online split section for Bakersfield students only
- Course with section number “30”: face-to-face (in-person) course for AV students only
- Course with section number “55”: ITV split section course for AV students only
- Course with section number “65”: online/Zoom course for AV students only
- Course with section number “75”: online split section for AV students only

- Course with section number “**126**”: ***for Extended Education BA students only—Bakersfield or AV students are NOT eligible to take these courses***

If you are not sure about a course's section requirement, [click on section number or CRN of a course](#) to read the enrollment requirements and course information notes

In the following graphic, SOC 4210-**01**, Qualitative Research Methods, is **only** offered to Bakersfield students (i.e., “Main Campus”), the prerequisites, and course modality (i.e., face-to-face) as indicated in “Enrollment Information”. “Class Availability” provides course size, enrolled students, seat availability, and wait list information.

Meeting Information	
DAYS & TIMES	ROOM
TuTh 4:00PM - 5:15PM	Business Development Ctr 163B
INSTRUCTOR	
Rhonda Dugan	
MEETING DATES	
08/26/2024 - 12/16/2024	
Enrollment Information	
Enrollment Requirements	Main Campus Prerequisite: SOC 3000 or equivalent course (passing grade of C- or higher required); must be a Sociology major.
Class Attributes	Face to Face
Class Availability	
Class Capacity	25
Wait List Capacity	0
Enrollment Total	23
Wait List Total	0
Available Seats	2
Notes	
Class Notes	Students in this class will meet in person at CSUB at the time and place listed. Students will be expected to attend all class sessions in person in a classroom at the university.
Description	
This course is an introduction to the basic elements of qualitative research. The qualitative methods that we cover include, but are not limited to, participant observation and interviewing techniques. The topics covered in this course include: the process, purposes, and goals of qualitative research; how to select a research project; validity in qualitative research; the code of ethics for sociological research; taking, coding, and analyzing field notes; conducting, coding, and transcribing interviews; writing and representation; and coping with research results or topics that present challenges to the researcher. Students gain experience with qualitative research methods through practical field exercises. Prerequisite: SOC 3000 or equivalent course (passing grade of C- or higher required); must be a Sociology major. A grade of C- or higher is required for graduation. Students who do not achieve the minimum grade will have to re-take the course and get a grade of C- or higher to graduate.	
Textbook/Other Materials	
Enrollment Status	Click on the "View Books" icon on the previous screen to see required course materials/textbook data

Lastly, you can do an “Advanced Search” by clicking on “Additional Search Criteria” when looking for courses by selecting criteria such as mode of instruction (fully online, hybrid, in-person), specific days of the week, campus location for a course (Bakersfield, Antelope Valley), and General Education for a given semester to narrow your search results and save time.

^ Additional Search Criteria

Meeting Start Time
greater than or equal to

Meeting End Time
less than or equal to

Days of Week
include only these days
☐ Monday
☐ Tuesday
☐ Wednesday
☐ Thursday
☐ Friday
☐ Saturday
☐ Sunday

IV. ACADEMIC POLICIES AND PROCEDURES

As a Sociology major at CSUB, there are a variety of academic policies at both the department and University levels that are important to know as you work toward earning your BA degree. Again, it is important to understand your major pathway so that there are little, if any, issues that arise.

Department Policies and Procedures

Using CSUB Email

For department and University-wide matters, students are expected to use their CSUB email account. Sociology faculty and professional advisors communicate with students via CSUB email, so it is important for you to check your CSUB email account often.

Sociology Curriculum-Based Policies

Minimum Course Grade for Core, Required Courses (Approved 9-20-2024)

Students must earn at least a C- in the following core courses in order to graduate:

- SOC 3000
- SOC 3100
- SOC 3110
- SOC 4200, 4210, 4230 or 4260
- SOC 4908

If a student does not earn the minimum grade in the course, then they must retake the course to earn the C- grade. Furthermore, if a student is enrolled in SOC 3110, a 4000-level methods course or SOC 4908 in an upcoming semester and has not earned the minimum grade for a prerequisite course at the end of a current semester, then the student will be notified via their CSUB email account of their removal from the course.

Course Prerequisites

Upper division Sociology core courses require completed prerequisite(s) and grade minimums.

Sociology Core Course	Prerequisite(s) and Grade Minimum
SOC 3000, Introduction to Research Methods	• SOC 1008, Introduction to Sociology or equivalent course • SOC 2208, Introduction to Statistics for the Social Sciences or equivalent course; minimum C- grade
SOC 3100, Classical Sociological Theory	• SOC 1008, Introduction to Sociology or equivalent course
SOC 3110, Contemporary Sociological Theory	• SOC 3100, Classical Sociological Theory, minimum C- grade
4000-level Methods Course (SOC 4200, 4210, 4230, or 4260)	• SOC 3000, Introduction to Research Methods, minimum C- grade
SOC 4920, Internship in Applied Sociology (Human Services concentration only)	• SOC 3600, Social Services and Social Problems (Human Services concentration only)
SOC 4908, Senior Seminar	• At least 90 units • SOC 3208, Diversity & Research Ethics • SOC 3000, Introduction to Research Methods, minimum C- grade • SOC 3100, Classical Sociological Theory, minimum C- grade • SOC 3110, Contemporary Sociological Theory, minimum C- grade • 4000-level Methods Course (SOC 4200, 4210, 4230, or 4260), minimum C- grade

Curriculum--Course Sequencing (Approved 9-20-2024)

There are certain required core courses that must be taken in a sequential order based on the sociology curriculum structure since some of the courses are prerequisites for other core courses.

Theory Sequence: SOC 3100, SOC 3110

Methods Sequence: SOC 3000, 4000-level course (SOC 4200, 4210, 4230 or 4260)

In addition, to take SOC 4908, a student must have completed both the theory and methods sequenced courses OR **can take SOC 3110 OR a 4000-level methods course concurrently with SOC 4908**. Majors cannot take SOC 3110, a 4000-level methods course and SOC 4908 in the same semester. **There are no exceptions to this policy.**

Sociology Upper Division Elective Course Transfer (Approved 9-20-2024)

For Sociology majors who transfer to CSUB from a four-year college/university, the department will not accept core, upper division major courses (i.e., theory, methods, Social Stratification, Senior Seminar) to count toward the Sociology degree. However, the department will accept upper division Sociology elective coursework from a four year college/university depending upon the student's catalog year **and** if the department offers a similar/same course in the catalog:

- For transfer students whose CSUB catalog is dated AY2016-2021 and is on the Traditional major pathway, the department will accept no more than **six (6) units (or two [3] courses)** of upper division Sociology electives
- For transfer students whose CSUB catalog is dated AY2022 or later and is on the Traditional major pathway, the department will accept no more than **nine (9) units (or three courses)** of upper division Sociology electives
- For transfer students, regardless of CSUB catalog year, who are either in the Human Services concentration or the Racial-Ethnic Dynamics concentration, the department will accept no more than **nine (9) units (or three [3] courses)** of upper division Sociology electives

The transfer courses must have a grade and earned units to be considered for approval. Students who wish to transfer Sociology upper division elective coursework from another college/university must submit a Major-Minor Course Substitution Form to the Sociology department chair for approval: <https://www.csub.edu/registrar/records.shtml>

Individual/Independent Study Course Policy

Individual/Independent Study courses cannot be used to as a course substitute for any Sociology core or elective course. Such courses are designed for Sociology majors to work with a professor as a teaching assistant (TA) or a research assistant (RA) or for majors to carry out their own independent research project for units.

Course Recertification Policy (Updated & approved by department vote on 5/15/2025)

With the exception of Senior Seminar, the Sociology Department will waive major courses more than 10 years old that are **currently** required by the department. However, it is **strongly** recommended that students refresh their knowledge regarding the subject matter of such courses so that students can understand and complete coursework for related classes in which they will be enrolled to earn their degree. (Starting with a recent introductory sociology textbook really helps!!)

University Policies

Academic Notice

A student whose GPA (CSUB or Overall) falls below 2.00 will be placed on “Academic Notice” (previously called “Academic Probation”) by the University and a hold will appear on their myCSUB account (<https://catalog.csub.edu/policies-procedures/registrarsoffice/#academicstandingtext>). Students who receive Academic Notice are required to complete a workshop (Zoom or fully online) in order to remove the hold. Advisors cannot remove the registration hold for an academic notice. For a detailed explanation and FAQs about Academic Notice, go to:

<https://www.csub.edu/registrar/what-is-academic-notice.shtml>

Academic Disqualification

A student is academically disqualified from CSUB when their overall GPA or CSUB falls below a certain GPA and depends upon how many college units a student has completed: <https://catalog.csub.edu/policies-procedures/registrarsoffice/#academicstandingtext> In order to be reinstated to CSUB, an academically disqualified student must submit a request to the Academic Petitions Committee (APC) that reviews the request.

Final Grade Appeal Process

For information about the student complaint and grievance process, click on this link:

<https://www.csub.edu/academicprograms/student-complaints-and-grievances.shtml>

Student Code of Conduct

For CSUB policies related to student conduct, and what the campus considers violations of student conduct, review information by clicking on this link:

https://www.csub.edu/deanofstudents/_files/csub-student-conduct-code-revised-5-2022-.pdf

Academic Integrity

For CSUB policies related to academic integrity and plagiarism, including the unauthorized use of Artificial Intelligence in coursework, review information by clicking on this link:

https://www.csub.edu/deanofstudents/_files/UndergraduateAcademicIntegrity_Policy.pdf

V. SCHOLARSHIPS, AWARDS, HONORS, AND FELLOWSHIPS

Within the department and across campus, there are opportunities for sociology majors to be recognized for their high academic standing, community involvement, or participate in funded independent research activity. Additionally, CSUB offers a number of scholarships that are externally funded by individual donors, as well as non-profit and corporate organizations. For more information, go to: <https://www.csub.edu/financial-aid/types/scholarships.shtml>

Department/College of SSE

The Gonzalo Santos Public Sociology Scholarship

This scholarship is named after Dr. Gonzalo Santos, Professor Emeritus of Sociology, was a faculty member in the Department of Sociology for 29 years (1992-2021). He was an activist for many social movements, including the antiwar movement against the Vietnam War and the Chicano Movement. In the summer of 2013, at the age of 63, he walked a 280-mile pilgrimage for immigrants' rights down the Central Valley from Sacramento to Bakersfield. Dr. Gonzalo Santos continues to be an advocate for immigrants' rights in the community and lives by the maxim, "You study to practice, and practice to study." To apply, students must meet the following scholarship requirements:

- Sociology Major with a minimum GPA of 2.75
- Be a Junior or Senior for a full academic year
- Be in good standing regarding academic integrity and student conduct
- Actively involved in the application of sociology through community engagement (community service, volunteerism, and activism), providing services to vulnerable populations, raising funds for social causes, volunteering for community-based and social service organizations, and/or organizing, advocating, and/or engaging in activism for social change.
- Submit a 500-word statement answering the following questions:
In which ways are you involved in the application of sociology through community engagement (including, but not limited to the following: community service, volunteerism, and activism)?
Using sociological reflection, how have you made a social impact through your community engagement?

Up to two (2) students will be awarded \$1,000; the funds will be paid through installments of one-half (1/2) each semester of an academic year. For questions about the scholarship, contact Dr. Katt Bongar Hoban: kbongar-hoban@csub.edu

Outstanding Undergraduate Student in Sociology

A senior sociology major can be nominated by a Sociology professor for this honor. To be eligible, a student must have completed all graduation requirements at the end of a given

academic year and be nominated by a sociology professor. Eligible seniors are review by the following criteria set by the College of SSE:

- GPA
- Exemplary research achievement
- Exemplary service to the department/university/community
- Triumph over adversity
- Post baccalaureate career plans/graduate school

After careful consideration of student nominees by department faculty, the faculty vote on the student who best exemplifies the outstanding student designation. The student's name is forwarded to the SSE Dean's Office and the "Outstanding Student Review Committee" to be considered for the SSE Outstanding Undergraduate Student honor for the School. For the past two academic years, the Outstanding Student in Sociology was also named the Outstanding Student of SSE: Christine Sipin (AV Campus-Spring 2025) and Michelle Chavez (Bakersfield Campus-Spring 2026). Ultimately, Christine was selected as the Outstanding Undergraduate of CSUB by President Harper! It was the first time that a Sociology major from either Bakersfield or AV campus to be the Outstanding Student of SSE and of the University—congratulations to Christine!

Alpha Kappa Delta (AKD)—International Sociology Honor Society

Alpha Kappa Delta, the Sociology Honor Society, was founded in 1920 in the Sociology Department of the University of Southern California by Dr. E.S. Bogardus (<https://alphakappadelta.org/>). The name, Alpha Kappa Delta, represents the first three letters of three Greek words: *anthropon* (mankind), *katamanthanein* (to investigate thoroughly or to conduct research), and *diakonesein* (for the purpose of service). The name, freely interpreted, signifies social research for the purpose of service. There are more than 500 chapters of the Society. (The Alpha Xi chapter for Bakersfield started in 2005.) Membership is limited to undergraduate and graduate students with high academic achievement. Your class rank and grade point average qualify you for membership.

Any student who is interested in being a member of the chapter needs to meet or exceed the following requirements:

- The applicant must be a sociology major and demonstrate a serious interest in the discipline.
- The applicant must be at least a junior.
- The applicant must have an overall rank in the top 35% of their class or an overall GPA of 3.3.
- The applicant must have completed at least 4 classes in sociology.

For more information, contact Dr. Jonathan Basilio: jbasilio@csub.edu

University-Wide Opportunities

Helen Louise Hawk Honors Program

CSUB students of any major can participate in the Honors Program. Eligible students (first year students, transfer students) are invited to apply to the Honors Program. For more information, contact Honors Program office: <https://www.csub.edu/honors/>

Alpha Chi Honor Society

Alpha Chi is an academic honor society that recognizes students who demonstrate academic excellence. Eligible students (top 3% of student body) are invited to apply. For questions, review information here: <https://www.csub.edu/alphachi/>

Student Research Scholars (SRS)

Sociology students have the opportunity to apply for financial support by becoming a part of the campus's Student Research Scholars (SRS) Program. As part of a student-faculty research team, a student can receive \$2,000 award to carry out their research. For more information: <https://www.csub.edu/grasp/student-research-scholars-program-srs.shtml>

Kegley Institute of Ethics Fellowships (KIE)

The KIE provides two fellowship opportunities for students of any major. *The KIE Valley Strong Student Fellowship* provides students the opportunity to develop an ethics-based project, event, or activity: <https://www.csub.edu/kie/fellowships/student-fellowships.shtml>. The Intercollegiate Civil Disagreement Partnership Fellowship strengthens students' engagement skills when discussing challenging topics across political and ideological differences: <https://www.csub.edu/kie/fellowships/icdp.shtml>

Student Leader Hall of Fame and Roadrunner Society

This highly regarded honorific recognizes CSUB students who serve in leadership roles on campus, participate in campus life, or are actively involved in the community. Only up to 20 students are inducted into this Hall of Fame each spring semester. Students who believe they meet the qualifications can self-nominate: <https://www.csub.edu/studentunion/leadership-recognition.shtml>

VI. PROFESSIONALISM

While students are focused on completing academic requirements for graduation, there are expectations, i.e., “practicing soft skills”, that are also important to develop as you head into graduate school or into the workforce.

Professional Correspondence with Faculty

When contacting a professor through email or phone, it should be conducted in a professional manner by addressing them as “Dr.” or “Professor” depending upon their professional title at CSUB. You are interacting with professors as part of a professional exchange. A response to your voicemail or email message may take longer if the correspondence is delivered unprofessionally.

Typically, professors will respond to your email within a couple of days. You do not need to keep sending emails to a professor if they do not respond to your message right away. They may be teaching, conducting research, serving on a department or University-wide committee.

Academic & Professional Responsibility

Remember that professors develop course policies and procedures to ensure fairness to all students in a given class. There are ways to talk with a professor about your situation without attacking them verbally or in written form.

Additionally, while professors appreciate students’ efforts on coursework, they can only grade *the actual coursework that has been submitted*. Seeking a better grade with a professor because you worked hard on an assignment may not be a valid reason for challenging the grade you earned on an assignment. The best course of action is to meet with your professor to talk about your grade earned for the assignment and have a conversation with them during office/student hours to learn how to improve on subsequent coursework to complete in the class.

Asking a Professor for a Letter of Recommendation or Professional/Academic Reference

Prior to listing a professor as your reference for a scholarship, a job opportunity, or application for graduate school, **be sure to ask them for permission**.

- Identify a professor who you feel knows your academic background, particularly a faculty member who has had you in at least one of their classes or has worked with you on your independent research project or you have worked with a professor as a teaching assistant (TA) or research assistant (RA). If the majority of the courses you have taken have been fully online, then you must be intentional in interacting with your professors since they will have little, if any, classroom interaction with you.

- Once you have identified a professor, compose a formal request to send by email and/or make an appointment with the professor to meet with them to discuss having them write a letter of recommendation.
- Make your “ask” as early as possible, *at least a month in advance of the submission deadline*. Faculty do recognize that an opportunity may come up suddenly and you will not have a month’s notice—in such cases, **ask them ASAP!**
- When asking a professor to complete a letter for you, be sure to provide as much detail as possible. Also, provide your professor with a letter of intent or statement of interest that you will submit as part of your application. Even though your professor knows you, having information about your plan and unknown achievements and accomplishments helps them write a strong recommendation letter for you.
- Consider sending a reminder to your professor about the letter of reference deadline. Professors can get busy and can unintentionally forget they have agreed to write a reference letter for you.