

**HUMBOLDT STATE UNIVERSITY
University Senate**

Resolution on Campus Email Policy

02-15/16-EX—September 1, 2015—First Reading

RESOLVED: That the Humboldt State University Senate recommend to the President the attached campus email policy be approved; and be it further

RESOLVED: That the Humboldt State University Senate endorse the attached Email Best Practices guide.

RATIONALE: The proposed campus email policy was drafted by Information and Technology Services (ITS) office to provide a clear policy framework on the use and ownership of humboldt.edu email addresses. The best practices document provides useful suggestions on maintenance of privacy and security, maintenance of email records, and use of electronic calendars by students, faculty, and staff at Humboldt State.