



# HUMBOLDT STATE UNIVERSITY

Office of the President

5 June 2018

To: Stephanie Burkhalter  
Chair, University Senate

Cc: Julie Alderson, Past Chair, University Senate  
Alex Enyedi, Provost and Vice President for Academic Affairs  
Mary Watson, University Senate Office

From: Lisa A. Rossbacher, Ph.D.  
President

Re: Resolution on Department Chair Assigned Time Policy

I am writing to provide an update to the Resolution on Department Chair Assigned Time Policy (15-17/18-FAC), which was recommended following a second reading at the University Senate meeting on April 24, 2018. The University Senate Bylaws, as amended in March 2017, specify "At each Senate meeting, the Chair of the Senate shall report the status of resolutions and policy recommendations that were transmitted to the President" (section 9.3).

This policy resolution is currently under review to determine the fiscal impact of implementation. The "Implementation" section of the recommended policy requires analyses by the Office of Institutional Effectiveness and an assessment of the projected cost. We need to be sure that decisions are based on accurate data, a clear understanding of the fiscal impact, and a consideration of how the cost of increasing funding for department chairs will be weighed against other institutional priorities, including offering the classes students need to progress toward graduation and providing appropriate student support services.

I anticipate that these evaluations will continue through the summer and possibly into the fall semester. I will keep you informed about the status of this recommended policy.