

Department of History  
Departmental Meeting  
April 1, 2009  
3:15 p.m.

Called to order by Mr. Olsen at 3:15 p.m.

Present: Chirhart, Clark, Fischer, Foster, Hawkins, Hunter, Land, Nichols, Olsen, Phillips, Schneirov, Skinner, Stofferahn, Greenwalt

Absent: Giffin, Skinner

Guest: Yancy Phillips

Yancy Phillips from OIT spoke to the Dept about the migration to the new e-mail system, and took a number of questions. The move will not be quick because it is necessary to meet with faculty individually and on two separate days to meet with each faculty member. He distributed handouts to the Department detailing the procedure and things to look out for.

Under new e-mail system, all inbound and outbound messages are automatically archived and easily searchable and accessible. This archive could be accessed in the event of a subpoena, for example. Individual faculty will all be able to access their own archives.

Faculty should use the web-based version of Outlook if they are using a different computer than their ISU laptops because the mailboxes (and thus mail) are physically stored on the hard drive; if a person uses the client version of Outlook on two different machines, therefore, he/she would have two separate mailboxes.

Archive manager: you can access the old messages that you have deleted in Outlook; open with username and password and will be searchable in various ways, Outlook highlights results in yellow.

(Yancy Phillips and Carolyn Greenwalt left at this point.)

Approval of Minutes for February 18, 2009 and February 25, 2009: Ms. Phillips moved, Mr. Clark seconds. Approved 9-0-1.

Announcements:

Due to the length of discussion with Yancy Phillips, we will meet again on April 15 to complete the agenda from today. The final department meeting is scheduled for May 6.

Mr. Nichols reported on Faculty Council actions in February and March.

Mr. Stofferahn reported that Phi Alpha Theta students will be contacting each of us about news clippings pertaining to our activities so that they can renovate the bulletin board upstairs.

New Business:

Faculty Council Representative: Mr. Nichols steps down. New representative needed for two-year term.  
Nominations: Mr. Land self-nominates; Mr. Schneirov nominates, Mr. Hawkins seconds. No other nominees. Mr. Land elected (11-0-0).

Faculty thanks Mr. Nichols for his four years of service and detailed reports on Faculty Council.  
Charles King of Debs Foundation: requests office space in Stalker Hall. No services or staff time are forthcoming. Olsen is still gathering information about the request.

Meeting adjourned at 4:36 PM.

Respectfully submitted,  
Isaac Land