

DEPARTMENT OF HISTORY

BUSINESS RESUMPTION PLAN

Approved: October 16, 2005
Most recent update: May 10, 2006

PART 1 – GENERAL INFORMATION

- ◆ *This Business Resumption Plan is for*
Department of History
- which is within*
College of Letters
- ◆ *Number of Staff (approximate headcount):*
 - *Academic appointees (covered by Academic Personnel Manual or MOU):* 22
 - *Other full-time staff:* 18
 - *Other part-time staff (excl. students):* 2
 - *Student-staff:* 7
- ◆ *Location(s):*
Higgins Hall
Estrada Hall
- ◆ *Critical Functions performed by this unit. (These are functions essential to the rapid resumption of teaching & research post-disaster):*
 - Classroom instruction
 - Research
 - Payroll
 - Purchasing
 - Donor relations
 - IT support