

Guide to Who Does What

2nd Floor Staff

Dept Administration	Vicky Whelan	Rm 223 Van Vleck
Graduate Program Questions	Mary Rice	Rm: 214 Van Vleck
Information	Sharon Paulson	Rm: 213 Van Vleck
Keys / Offices	Joan Wendt	Rm: 218 Van Vleck
Office Supplies / Copy Codes	Sharon Paulson	Rm: 213 Van Vleck
Payroll / Benefits	Mike Grenie	Rm: 207 Van Vleck
Photocopies	Linda Rice	Rm 215 Van Vleck
Registration/ Timetable Questions	Sheri Pittman	Rm: 203 Van Vleck
Textbooks / Room reservations	Sharon Paulson	Rm: 213 Van Vleck
Travel Arrangements (conferences)	Mark Castillo	Rm: 214 Van Vleck

Faculty

Department Chair	Shi Jin	Rm: 511 Van Vleck
Email Accounts / Computers	Yvonne Nagel	Rm: 515 Van Vleck
Graduate Program Coordinator	Yong-Geun Oh	Rm: 715 Van Vleck
TA Assignments / Concerns	Xianghong Gong	Rm: 413 Van Vleck