## WHO CAN HELP

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Department Chair</strong></td>
<td>Derek Hamilton</td>
<td><a href="mailto:dahamilt@unm.edu">dahamilt@unm.edu</a></td>
<td>277-4121</td>
<td>Logan 178</td>
</tr>
<tr>
<td><strong>Associate Chair, Graduate Program</strong></td>
<td>Sarah Erickson</td>
<td><a href="mailto:erickson@unm.edu">erickson@unm.edu</a></td>
<td>277-0635</td>
<td>Logan 168</td>
</tr>
<tr>
<td><strong>Associate Chair, Undergraduate Program</strong></td>
<td>Gordon Hodge</td>
<td><a href="mailto:ghodge@unm.edu">ghodge@unm.edu</a></td>
<td>277-3019</td>
<td>Logan 176</td>
</tr>
<tr>
<td><strong>Director of Clinical Training (DCT)</strong></td>
<td>Elizabeth Yeater</td>
<td><a href="mailto:eyeater@unm.edu">eyeater@unm.edu</a></td>
<td>277-0632</td>
<td>Logan 168</td>
</tr>
<tr>
<td><strong>CBB Area Head</strong></td>
<td>Eric Ruthruff</td>
<td><a href="mailto:ruthruff@unm.edu">ruthruff@unm.edu</a></td>
<td>277-7751</td>
<td>Logan 150</td>
</tr>
<tr>
<td><strong>Evolutionary/Developmental Area Head</strong></td>
<td>Marco DelGiudice</td>
<td><a href="mailto:marcodg@unm.edu">marcodg@unm.edu</a></td>
<td>277-2558</td>
<td>Logan 140</td>
</tr>
<tr>
<td><strong>Quantitative/Methodology Area Head</strong></td>
<td>Katie Witkiewitz</td>
<td><a href="mailto:katiew@unm.edu">katiew@unm.edu</a></td>
<td>277-2558</td>
<td>Logan 140</td>
</tr>
<tr>
<td><strong>PCNC Director</strong></td>
<td>Vince Clark</td>
<td><a href="mailto:vclark@unm.edu">vclark@unm.edu</a></td>
<td>277-2223</td>
<td>Logan 280</td>
</tr>
<tr>
<td><strong>Health Psychology Area Head</strong></td>
<td>Sarah Erickson</td>
<td><a href="mailto:erickson@unm.edu">erickson@unm.edu</a></td>
<td>277-0635</td>
<td>Logan 168</td>
</tr>
<tr>
<td><strong>Department IRB Representative</strong></td>
<td>Dr. Teddy Warner</td>
<td><a href="mailto:TWarner@salud.unm.edu">TWarner@salud.unm.edu</a></td>
<td>505-453-8710</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### GASP Officers 2020-2021

**Members TBA**

- Work with faculty and staff in the department to discuss student issues and organize social functions.
- Organize Research Day

### PSYCHOLOGY DEPARTMENT STAFF

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Email</th>
<th>Functions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Department Administrator</strong></td>
<td>Trish Aragon-Mascarenas</td>
<td><a href="mailto:trishara@unm.edu">trishara@unm.edu</a></td>
<td>Oversees daily functions of department. Finance and payroll approvals. Faculty, Staff, and student hires, terminations and renewals, UNM Jobs Search Coordinator, Faculty contracts, staff management. UNM, HR, A&amp;S, OFAS and Departmental policies/procedures. Space Allocation, Building Coordinator, International Scholar Coordinator (J-1), volunteer approvals, and Letters of Academic Title (LAT). Annual Report &amp; Newsletter</td>
</tr>
<tr>
<td><strong>Main Office-Administrative Assistant</strong></td>
<td>Patrick Cruz</td>
<td><a href="mailto:pfcruz@unm.edu">pfcruz@unm.edu</a></td>
<td>Main office operations and reception: Keys/Prox Cards, subject parking, copy/scan jobs, Facilities Management work-orders, Office supplies, dept room scheduling, display boards, TV, dept calendar and Email, department listserve(s), Department data-base: contact information, and Building Coordinator.</td>
</tr>
<tr>
<td><strong>Scheduling Coordinator</strong></td>
<td>Mary Jane Lueras (Interim)</td>
<td><a href="mailto:mj59@unm.edu">mj59@unm.edu</a></td>
<td>Dept schedule of classes, enrollment management. Course Evaluations: EVAL Kit/IDEA/ICES and Teaching Evaluations. Special Event coordination (PAL, colloquium, Haught, Quad-L). Collection of course syllabi, textbook orders, Faculty CVs. Annual Report and faculty publications. Department Inventory management, equipment check-out forms: Payroll time-keeper and UNM Jobs originator.</td>
</tr>
</tbody>
</table>

*Updated: 4/29/2020 (T A-M)*
### AV/Copy Room
Logan 163, 277-2325  
psych@unm.edu  
**CLOSED** Copy/Print Jobs, scanning, and AV equipment reservations.

### Contract & Grant Administrator
Lindsay Britt  
Logan 181F, 277-0035  
lcampbe4@unm.edu  
Pre-Award: Assist with grant planning and submission, Cayuse and Kick-off meetings.

### Department Fiscal Staff:
psychfiscal@unm.edu  

Carol Ann Griffin  
Logan 181E, 277-7492  
cgriffin@unm.edu  
Fiscal services for psychology: Purchasing, travel, reimbursements, and service contracts; Budget development, reconciliations, index management; start-up accounts, operating accounts (EU, MOP), Post-Award Grant management, scholarships, endowments, and overhead accounts.

Rae Ramirez  
Logan 181A/B, 277-4406  
rramire1@unm.edu

### Adv IT Support
PCNC/CARC  

Systems/Network Analyst 3  
Hussein Al Azzawi  
PCNC Server/ CARC  
505 886-1810  
azzawi@unm.edu  
 **General IT Desktop support**  
College of Arts & Sciences IT (CAS)  
Submit a CAS ticket online for IT support: [https://ait.unm.edu/](https://ait.unm.edu/)  
CAS IT Service Catalog: [http://ait.unm.edu/docs/ServiceCatalog-v3.pdf](http://ait.unm.edu/docs/ServiceCatalog-v3.pdf)  
UNM IT: 277-5757; [http://it.unm.edu/](http://it.unm.edu/) (NetIDs, Telecommunications, general UNM services, software downloads and outages)

### ADVISEMENT/STUDENT SUPPORT

#### Sr. Academic Advisor - Graduate Program
Rikk Murphy  
Logan 105B, 277-5009  
rikk@unm.edu  
OGS Liaison: Graduate program policies and procedures. GA/TA/RA contracts, graduate admissions. Catalog Curriculum, graduate program reports & surveys, supervisor to undergrad advisors, psychgrad listserv.  
Webpage updates

#### Sr. Academic Advisors – Undergraduate Program
Azure Leyba  
Logan 105D, 277-1350  
azureleyba03@unm.edu  
Jennifer Serrano  
Logan 105C, 277-2882  
jserrano@unm.edu  
Academic advisement & support to psychology undergraduate students.  
New student orientations, place/remove academic holds, graduation verification, course planning, and manage psychadvise-L listserv, data and statistical reports for undergraduate programs (major lists, graduation lists, enrollment data)

#### Program Specialist – BAC Program
Marni Goldberg  
Logan 105A, 277-0560  
mgoldberg@unm.edu  
Manages the BAC program: teaches BAC courses, practicum site agreements, BAC admissions, BAC advisement. Liaison between BAC students and practicum sites and career counseling.
Logan Hall ARF  
277-4632
Manager, Facility Operations  
Gilbert Borunda  
gborunda@unm.edu
Sr. Lab Animal Tech  
Sean Bilberry  
seanb@unm.edu
Director/Veterinarian  
Dr. Kevin O’Hair  
KOHair@salud.unm.edu

ARF Management: compliance and regulations, ARF training, Chemical storage & safety, ARF & 2nd floor Building and safety coordinator, ARF space allocation. Prox card activation/deactivations

Psychology Clinical Neuroscience Center (PCNC)

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Phone</th>
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<tbody>
<tr>
<td>PCNC Director</td>
<td>Vince Clark</td>
<td>277-2223</td>
<td>Logan 278</td>
</tr>
<tr>
<td>PCNC Sr. Fiscal Tech/Program Manager</td>
<td>Angela Boggus</td>
<td>277-0704</td>
<td>Logan 273</td>
</tr>
<tr>
<td>Systems Analyst 2</td>
<td>Hussein Al Azzawi</td>
<td></td>
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IT support for PCNC and CARC: software, servers, data and desktop support

Psychology Clinic/AGORA

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Phone</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Psychology Clinic Director</td>
<td>Lynette Abrams-Silva</td>
<td>277-5164</td>
<td>Psychology Clinic, Sigma Chi</td>
</tr>
<tr>
<td>Psychology Clinic Administrative Assistant II</td>
<td>Lori Chavez-Morris</td>
<td>277-5164</td>
<td>Psychology Clinic, Sigma Chi</td>
</tr>
<tr>
<td>AGORA Director</td>
<td>Molly McCoy Brack</td>
<td>277-7855</td>
<td>Psychology Clinic, Sigma Chi</td>
</tr>
<tr>
<td>AGORA Program Specialist/Assoc. Dir</td>
<td>Kyle Dougherty</td>
<td>277-7855</td>
<td>Psychology Clinic, Sigma Chi</td>
</tr>
</tbody>
</table>

Miscellaneous Campus Contacts

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Phone</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Arts &amp; Sciences (CAS)</td>
<td>Dr. Mark Peceny</td>
<td>277-3046</td>
<td>Ortega Hall 201</td>
</tr>
</tbody>
</table>

Dean of Arts & Sciences  
https://artsci.unm.edu/index.html

Office of Graduate Studies (OGS):  
http://grad.unm.edu/home/  
Dean of Graduate Studies  
Dr. Julie Coonrod  
jcoonrod@unm.edu  
277-6062  
Humanities Bldg, 1st floor

University President  
http://president.unm.edu/  
Dr. Garnett S. Stokes  
presidentstokes@unm.edu  
277-2626  
Scholes Hall, suite 144

Vice President for Research  
http://research.unm.edu/  
Dr. Mary Jo Daniel (acting/interim)  
vpr@unm.edu  
277-6128  
Scholes Hall, room 327

Office of the Institutional Review Board (OIRB)  
http://irb.unm.edu/  
Director: Linda Mayo, CIP  
petreel@unm.edu  
277-2644
<table>
<thead>
<tr>
<th>Office of Faculty Affairs and Services (OFAS) <a href="https://ofas.unm.edu/">https://ofas.unm.edu/</a></th>
<th>Dr. Barbara Rodriguez, Senior Vice Provost Academic Affairs <a href="mailto:faculty@unm.edu">faculty@unm.edu</a></th>
<th>277-4528</th>
<th>Scholes Hall, Suite 231</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNM Human Resources (HR) <a href="https://hr.unm.edu/">https://hr.unm.edu/</a></td>
<td>Payroll/compensation, Employee Benefits, Direct deposits, Retirement, EOD, Employee Wellness <a href="">277-6747 (myhr)</a></td>
<td>UNM Business Center: 1700 Lomas Blvd NE</td>
<td></td>
</tr>
<tr>
<td>Student Employment <a href="http://stuemp.unm.edu/">http://stuemp.unm.edu/</a></td>
<td><a href="mailto:stuemp@unm.edu">stuemp@unm.edu</a></td>
<td>277-3511</td>
<td>Mesa Vista Hall North – 1st floor</td>
</tr>
<tr>
<td>LoboWeb for employees: <a href="https://my.unm.edu">https://my.unm.edu</a></td>
<td>View/update personal information, benefits and deductions, pay information, tax forms and more.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coronavirus (COVID-19) Guidance for Employees <a href="https://hr.unm.edu/cv19">https://hr.unm.edu/cv19</a></td>
<td>Self reporting, HR communications, Guidelines and Resources, Policies during Limited Operations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bringing Back the Pack <a href="https://bringbackthepack.unm.edu/">https://bringbackthepack.unm.edu/</a></td>
<td>Expectations, Campus Protocols, Business Processes, Research Guidelines</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>