

WHO CAN HELP

		PHONE	LOCATION
Department Chair	Dr. Derek Hamilton dahamilt@unm.edu	277-4121	Logan 178
Associate Chair, Graduate Program	Dr. Sarah Erickson erickson@unm.edu	277-0635	Logan 168
Associate Chair, Undergraduate Program	Dr. Allen Butt allenbutt@unm.edu	277-7818	Logan 104
Director of Clinical Training (DCT)	Dr. Elizabeth Yeater eyeater@unm.edu	277-0632	Logan 168
AOP Program & Online Instruction	Dr. Allen Butt allenbutt@unm.edu	277-7818	Logan 104
CBB Area Head	Dr. Eric Ruthruff ruthruff@unm.edu	277-7751	Logan 150
Diversity Area Head	Dr. Steve Verney sverney@unm.edu	277-0633	Logan 164
Evolutionary/Developmental Area Head	Dr. Marco DelGiudice marcodg@unm.edu	277-2558	Logan 140
Quantitative/Methodology Area Head	Dr. Katie Witkiewitz katiew@unm.edu	277-2558	Logan 140
PCNC Director	Dr. Vince Clark vclark@unm.edu	277-2223	Logan 280
Health Psychology Area Head	Dr. Sarah Erickson erickson@unm.edu	277-0635	Logan 168
<u>GASP</u> Officers 2021-2022	<p>Work with faculty and staff in the department to discuss student issues and organize social events.</p> <p>Research Day</p> <p>Faculty Meeting Representative</p> <p>Diversity Organization</p>	Officers TBA	
PSYCHOLOGY DEPARTMENT STAFF			
Department Administrator Trish Aragon-Mascarenas Logan 180, 277-2230 trishara@unm.edu	Oversees daily functions of department. Staff Supervisor. Finance and payroll approvals. UNM Jobs Hire Manager and Human Resources: Faculty, Staff, and Student- hiring, terminations and extensions. Liaison/policies/procedures for the department, A&S, Faculty Contracts and HR. Building Coordinator: Space Allocation. International Scholar Coordinator (J-1), Volunteer processing, and Letters of Academic Title (LAT).		
Main Office -Administrative Assistant Lori Chavez-Morris Logan 182, 277-4121 lchavezmorris@unm.edu	Main office operations and reception: Keys/Prox Cards, subject parking, copy/scan jobs, Building Coordinator/Facilities Management Liaison: work orders for custodial or other issues, building safety, and building projects. General office supplies, Dept calendar and Email. Department Rosters and display boards. Department Inventory management: equipment check-out forms, annual inventory reports & surplus. AV/Copy Room,		

Scheduling Coordinator Anneliese Ward Logan 182 B, 277-3426 Anw0412@unm.edu	Dept schedule of classes, enrollment management and room scheduling. Course Evaluations (EVAL Kit/IDEA/ICES), Teaching Evaluations (peer teaching). Special Events coordination (PAL, colloquium, Haught, Quad-L, convocation, research day...). Collection of course syllabi, textbook orders/desk copies, and Faculty CVs. Department Annual Reports, faculty publications, and department Newsletter. Department listserv management.
AV/Copy Room (Student Employees) Logan 163, 277-2325 psych@unm.edu	Copy/Print Jobs, scanning, and AV equipment reservations. Psychology email and special projects by request-see main office.
Contract & Grant College of Arts & Sciences	Pre-Award Services FRSO: Assist with grant planning and submission, Cayuse and Kick-off meetings. https://artsci.unm.edu/research/index.html https://unm.selfservice.vivantio.com/Account/LogIn
Department Fiscal Staff: psychfiscal@unm.edu Carol Ann Griffin Logan 181E, 277-7492 cgriffin@unm.edu Rae Ramirez Logan 181F, 277-0035 rramire1@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. Department Inventory management, equipment check-out forms
Computing Service & Support PCNC/CARC Systems/Network Manager Hussein Al Azzawi PCNC Server/ CARC 505 886-1810 azzawi@unm.edu	IT Desktop support College of Arts & Sciences IT (CAS) Submit a CAS ticket online for IT support: https://ait.unm.edu/ CAS IT Service Catalog: http://ait.unm.edu/docs/ServiceCatalog-v3.pdf UNM IT: 277-5757; 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, undergrad advisors supervision, psychgrad-L listserv. Webpage updates
Sr. Academic Advisor(s) – Undergraduate Program psychadvise@unm.edu Guinevere Beard Carla Neilson Debra Nieto	Academic undergraduate advisement-psychology: declaration of major, new student orientations, academic holds, registration holds, graduation verification, course planning, manage psychadvise-L listserv, data and statistical reports for undergraduate programs (major lists, graduation lists, enrollment data).

Logan Hall ARF			
Manager, Facility Operations Gilbert Borunda gborunda@unm.edu 277-4632 Sr. Lab Animal Tech Sean Bilberry seanb@unm.edu Director/Veterinarian Tara Ooms Konecny tkonecny@salud.unm.edu		ARF compliance and regulations, ARF training, Chemical storage & safety, ARF & 2 nd floor Building and safety coordinator, ARF space allocation. Prox card activation/deactivations	
Psychology Clinical Neuroscience Center (PCNC)			
PCNC Director	Vince Clark vpclark1764@gmail.com	277-2223	Logan 278
PCNC Program Manager	Eva Lipton-Ormand elipton@unm.edu	277-0704	Logan 273
Systems Network Manager	Hussein Al Azzawi azzawi@unm.edu	IT support for PCNC and CARC: software, servers, data and desktop support	
Psychology Clinic & AGORA			
Psychology Clinic	1820 Sigma Chi NE MSC 02 1675 1 University of New Mexico Albuquerque, NM 87131-0001	505.277.5164 Main Clinic number 505.277.5165 Message number for the Specialty Clinics 505.277.7519 FAX	
Psychology Clinic Director	Lynette Abrams-Silva lynetteas@unm.edu	277-5164	Psych Clinic
Psychology Clinic Administrative Assistant II	Patrick Cruz pfcruz@unm.edu	277-5164	Psych Clinic
AGORA Crisis Center	Agora Crisis Center UNM 1; MSC 02 1675 Albuquerque, NM 87131	In the ABQ area: 505-277-3013 Toll-free outside of ABQ: 855-505-4505 National Lifeline: 800-273-TALK	
AGORA Director	Molly McCoy Brack mollyb@unm.edu	277-0749	

Miscellaneous Campus Contacts			
College of Arts & Sciences (CAS) https://artsci.unm.edu/index.html	Dean of Arts & Sciences Dr. Arash Mafi	277-3046	Ortega Hall 201
Office of Graduate Studies (OGS): http://grad.unm.edu/home/	Dean of Graduate Studies Dr. Julie Coonrod jcoonrod@unm.edu	277-6062	Humanities Bldg., 1 st 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. Ellen R Fisher 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	
Office of Faculty Affairs and Services (OFAS) https://ofas.unm.edu/	Dr. Barbara Rodriguez, Senior Vice Provost Academic Affairs faculty@unm.edu	277-4528	Scholes Hall, Suite 231
UNM Human Resources (HR) https://hr.unm.edu/	Payroll/compensation, Employee Benefits, Direct deposits, Retirement, EOD, Employee Wellness	277-6747 (myhr)	UNM Business Center: 1700 Lomas Blvd NE
Student Employment http://stuemp.unm.edu/	stuemp@unm.edu	277-3511	Mesa Vista Hall North – 1 st floor
LoboWeb for employees: https://my.unm.edu	View/update personal information, benefits and deductions, pay information, tax forms and more.		
Bringing Back the Pack https://bringbackthepack.unm.edu/	Expectations, Campus Protocols, Business Processes, Research Guidelines		