

### WHO CAN HELP: Summer 2025

		PHONE	LOCATION
Department Chair	Dr. Derek Hamilton <a href="mailto:dahamilt@unm.edu">dahamilt@unm.edu</a>	277-4121	Logan 178
Associate Chair, Graduate Program	Dr. Sarah Erickson <a href="mailto:erickson@unm.edu">erickson@unm.edu</a>	277-0635	Logan 168
Associate Chair, Undergraduate Program	Dr. Allen Butt <a href="mailto:allenbutt@unm.edu">allenbutt@unm.edu</a>	277-4121	Logan 104
Director of Clinical Training (DCT)	Dr. Elizabeth Yeater <a href="mailto:eyeater@unm.edu">eyeater@unm.edu</a>	277-7687	Logan 130
AOP Program & Online Instruction	Dr. Allen Butt <a href="mailto:allenbutt@unm.edu">allenbutt@unm.edu</a>	277-7818	Logan 104
CBB Area Head	Dr. Eric Ruthruff <a href="mailto:ruthruff@unm.edu">ruthruff@unm.edu</a>	277-7751	Logan 150
Diversity/ Quantitative/Methodology/Health Area Head	Dr. Steve Verney <a href="mailto:sverney@unm.edu">sverney@unm.edu</a>	277-4121	Logan 164
Evolutionary/Developmental Area Head	Dr. Geoffrey Miller <a href="mailto:gfmiller@unm.edu">gfmiller@unm.edu</a>	277-4121	Logan 160
PCNC Director	Dr. Vince Clark <a href="mailto:vclark@unm.edu">vclark@unm.edu</a>	277-2223	Logan 280
<b><u>GASP</u> Officers 2024-2025:</b> President- Mike Benson VP- Eunice Kim Treasurer- Ayesha Bhatia Secretary- Sam Rodriguez Librarian- Open Position 1st /2nd year Rep- Open Position Clinical Rep- Open Position GPSA/Union Rep- Carlie Sivils CBB Rep- Open Position Ev/Dev Rep- Open Position	Work with faculty and staff in the department to discuss student issues and organize social events <ul style="list-style-type: none"><li>• Research Day</li><li>• Faculty Meeting Representative</li><li>• Diversity Organization</li></ul> GASP copy machine (B15)		
<b><i>Psychology Department Staff</i></b>			
<b>Department Administrator R2</b> Nicole Torres Logan 181 A/B <a href="mailto:od124nt@unm.edu">od124nt@unm.edu</a>	Oversees daily functions of department. Staff Supervisor. Finance and payroll approvals. UNM Jobs Hire Manager, Human Resources: Faculty, Staff, and Student- hiring, terminations and extensions. Liaison/policies/procedures for the department, A&S, Faculty Contracts and HR. Building Coordinator for Space Allocation. International Scholar Coordinator (J-1), Volunteer processing, and Letters of Academic Title (LAT). Building Coordinator-Space Allocation reporting – FAMIS, bldg. remodels. Dept Chair Signature Authority, Department Annual Reports		

<b>Operation Specialist</b> Felicia Cde Vaca Logan 180 Cubicle-B <a href="mailto:fcdevaca@unm.edu">fcdevaca@unm.edu</a>	Helps with the hiring process for both staff and students. Works on the surplus and inventory for the department. Organizing and keeping track of the space inside the building. Works closely with the DA to ensure that the department is working smoothly.
<b>Main Office – VACANT</b> Logan 182, 277-4121 <a href="mailto:psych@unm.edu">psych@unm.edu</a>	Main office operations and reception; Keys/Prox Card authorizations, subject parking, Building Coordinator for Facilities Management (work orders-custodial, building safety repairs, and remodel projects). General office supplies, Dept calendar and Email. Department Rosters and display boards. Department Inventory reporting: equipment check-out forms. Manage and oversee AV/Copy Room. Volunteer Processing. DA back-up
<b>Scheduling Coordinator</b> Sarah Joe Logan 119, 277-3426 <a href="mailto:sjoe@unm.edu">sjoe@unm.edu</a>	Dept schedule of classes, enrollment records, Dept. Classroom management, Course Evaluations (EVAL Kit/IDEA/ICES), Teaching Evaluations (peer teaching). Collection of course syllabi, Faculty CV and publication records; Dept Newsletter and Annual Reports. Special Events: Department talks/colloquium, Haught, Quad-L, Dept convocation, Honors Symposium. research day. Department listserv(s). Front Desk and DA back-up
<b>AV/Copy Room</b> (Student Employees) Logan 163, 277-2325 <a href="mailto:psych@unm.edu">psych@unm.edu</a>	Copy/Print/scan Jobs and AV equipment issuance. Psychology email and cover front desk. Special projects by request through front desk
<b>Contract &amp; Grant Support (Pre-Award)</b> College of Arts & Sciences	A&S FRSO: Assist with grant planning and grant submissions <a href="https://artsci.unm.edu/research/index.html">https://artsci.unm.edu/research/index.html</a> <a href="https://unm.selfservice.vivantio.com/Account/Login">https://unm.selfservice.vivantio.com/Account/Login</a>
<b>Department Fiscal Staff:</b> <a href="mailto:psychfiscal@unm.edu">psychfiscal@unm.edu</a>  Fiscal Tech – Lori Chavez-Morris Logan Hall 181F, 277-0035 <a href="mailto:lchavezmorris@unm.edu">lchavezmorris@unm.edu</a>  Fiscal Tech – Kyle Dougherty Logan Hall 181E, 277-7492 <a href="mailto:kdougherty@unm.edu">kdougherty@unm.edu</a>	Fiscal services for psychology: Restricted and Unrestricted budget management: Purchasing, travel, reimbursements, and service contracts; Budget development, reconciliations, index management; start-up accounts, operating accounts, Post-Award Grant management, scholarship award processing, endowments/foundation management, AOP budget management, and overhead accounts. Phone bill, volunteer insurance processing, Payroll time entry and approvals, Labor distributions, and assist with inventory control.
<b>IT Support:</b> <b>Desktop support through the College of Arts &amp; Sciences group (CAS),</b> IT Services: <a href="https://cio.unm.edu/services-at-a-glance.html">https://cio.unm.edu/services-at-a-glance.html</a>  Submit IT Tickets at 505-277-5757 or <a href="https://help.unm.edu/CherwellPortal/ServiceDesk#0">https://help.unm.edu/CherwellPortal/ServiceDesk#0</a>	<b>Computing Service &amp; Support (CARC/PCNC) Systems/Network Manager</b>  Hussein Al Azzawi PCNC Server/ CARC 505-277-8249 or 505-886-1810 <a href="mailto:azzawi@unm.edu">azzawi@unm.edu</a>

### ***Advisement/Student Support***

<b>Coord, Student &amp; Graduate Svs - Graduate Program</b> Debra Nieto Logan 181C, 277-5009 <a href="mailto:nietod@unm.edu">nietod@unm.edu</a> or <a href="mailto:advising@unm.edu">advising@unm.edu</a>	Coordinates Graduate program student files and forms, OGS and department policies and procedures, GA/TA/RA contracts, graduate admissions, graduate program data reports & surveys, psychgrad-L listserv. Graduate program webpage updates, OGS Liaison, and department Catalog Curriculum
<b>Sr. Academic Advisor(s) – Undergraduate Program</b> <a href="mailto:psychadvise@unm.edu">psychadvise@unm.edu</a> Maddison Castellano-Donovan Georgia Moos Dylan Velez	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).

### ***Psychology ARF: 277-4632***

<b>Manager, Facility Operations</b> Sean Bilberry <a href="mailto:seanb@unm.edu">seanb@unm.edu</a>	ARF compliance and regulations, ARF training, Chemical storage & safety, ARF & 2 <sup>nd</sup> floor Building and safety coordinator, ARF space allocation. Prox card activation/deactivations
<b>Sr. Lab Animal Tech</b> Elizabeth Pepe	ARF compliance and regulations, Chemical storage & safety, ARF & 2 <sup>nd</sup> floor Building and safety coordinator

### ***Psychology Clinical Neuroscience Center (PCNC)***

PCNC Director	Vince Clark <a href="mailto:vpclark1764@gmail.com">vpclark1764@gmail.com</a>	277-2223	Logan 278
PCNC Program Research Tech/Manager	Mason Briggs <a href="mailto:msbriggs@unm.edu">msbriggs@unm.edu</a>		PCNC
Systems Network Manager	Hussein Al Azzawi <a href="mailto:azzawi@unm.edu">azzawi@unm.edu</a>	IT support for PCNC and CARC: software, servers, data and desktop support	

### ***Psychology Clinic: 1820 Sigma Chi Rd NE***

<a href="#">Psychology Clinic</a>	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	Paulette Christopher	277-5164
Psychology Clinic Admin Assistant	VACANT	277-5164

## ***AGORA Crisis Center, 1820 Sigma Chi Rd NE***

<a href="#">AGORA Crisis Center</a>	1820 Sigma Chi NE MSC 02 1675 1 University of New Mexico Albuquerque, NM 87131-0001	ABQ area: 505-277-3013 Toll-free: 855-505-4505 National Lifeline: 800-273-TALK
Director	Dasie Kent Dkent7@unm.edu	277-0749 277-5321

## ***Miscellaneous Campus Contacts***

College of Arts & Sciences (CAS) <a href="https://artsci.unm.edu/index.html">https://artsci.unm.edu/index.html</a>	Dean of Arts & Sciences Dr. Jennifer Malat	277-3046	Ortega Hall 201
Office of Graduate Studies (OGS): <a href="http://grad.unm.edu/home/">http://grad.unm.edu/home/</a>	Dean of Graduate Studies Dr. Maria Lane	277-0950	Humanities Bldg., 1 <sup>st</sup> floor
University President <a href="http://president.unm.edu/">http://president.unm.edu/</a>	Dr. Garnett S. Stokes <a href="mailto:presidentstokes@unm.edu">presidentstokes@unm.edu</a>	277-2626	Scholes Hall, suite 144
Vice President for Research <a href="http://research.unm.edu/">http://research.unm.edu/</a>	Dr. Ellen R Fisher <a href="mailto:vpr@unm.edu">vpr@unm.edu</a>	277-6128	Scholes Hall, room 327
Office of the Institutional Review Board (OIRB) <a href="http://irb.unm.edu/">http://irb.unm.edu/</a>	Director: Linda Mayo, CIP <a href="mailto:petreel@unm.edu">petreel@unm.edu</a>	277-2644	
<b>Office for Academic Personnel</b> (AKA Faculty Contracts) <a href="https://oap.unm.edu/">https://oap.unm.edu/</a> <a href="mailto:faculty@unm.edu">faculty@unm.edu</a> <a href="https://provost.unm.edu/people/contact.html">https://provost.unm.edu/people/contact.html</a>	<b>Academic Affairs Administration</b> <a href="https://provost.unm.edu/people/academic-affairs-administration.html">https://provost.unm.edu/people/academic-affairs-administration.html</a> Dr. James Holloway, Provost Academic Affairs Barbara Rodriguez, Senior Vice Provost Academic Affairs	Main Line: Provost: 277-4528 OAP: 277-2611	Scholes Hall
UNM Human Resources (HR) <a href="https://hr.unm.edu/">https://hr.unm.edu/</a>	Payroll/compensation, Employee Benefits, Direct deposits, Retirement, EOD, Employee Wellness	277-6747 (myhr)	UNM Business Center: 1700 Lomas Blvd NE
Student Employment <a href="http://stuemp.unm.edu/">http://stuemp.unm.edu/</a>	<a href="mailto:stuemp@unm.edu">stuemp@unm.edu</a>	277-3511	Mesa Vista Hall North – 1 <sup>st</sup> floor
LoboWeb for employees: <a href="https://my.unm.edu">https://my.unm.edu</a>	View/update personal information, benefits and deductions, pay information, tax forms and more.		