

Useful Information for Incoming Faculty & Postdocs

- Account Numbers
Laura Hammond, Steward Annex Room 15, lhammond@as.arizona.edu; 621-4463
- Buell's Calendar
Elsie Gericke, Room N205E, egericke@email.arizona.edu; 621-6082
Angela Miles, Room N205, angelam3@email.arizona.edu; 621-6524 (if Elsie is out)
- Building Monitor
Gabe Coronado, Steward Annex Room 27A, coronadg@email.arizona.edu; 304-6880
- Cat Cards
Student Union Building, Room 142, <http://www.union.arizona.edu>; 626-9162
- Classroom Reservations
Amanda Lohmoeller, Room N204, morrisal@email.arizona.edu; 621-2288
Michelle Cournoyer, Room N204, michelle@email.arizona.edu; 621-2289
- Conference Room Reservations
astro-roomscheduling@list.arizona.edu
- Create Business Cards
Diana Gerardo, Steward Annex Room 1, dianag27@email.arizona.edu; 621-2215
- Graduate Program Advisor
Dan Marrone, Room N314, dmarrone@email.arizona.edu; 621-5175
- HR
Christina Siqueiros, Steward Annex Room 9, christin@as.arizona.edu; 621-2371
Susan Warner, Steward Annex Room 11, susan@as.arizona.edu; 621-6526
- IT Support
Carlos Burguillo Rodriguez, Room 357, cburguillo@email.arizona.edu; 626-1582
Trey Gacon, Room 353A & 353F, fsg3@email.arizona.edu; 621-7654
Greg Rogers, Room 353F, gregorynrogers@email.arizona.edu; 520-621-7654
- Office Keys/Keyless Access
Michelle Cournoyer, Room N204, michelle@email.arizona.edu; 621-2289
- Office Space & Furniture
Elsie Gericke, Room N205E, egericke@email.arizona.edu; 621-6082

- Office Supplies
Amanda Lohmoeller, Room N204, morrisal@email.arizona.edu; 621-2288
Michelle Cournoyer, Room N204, michelle@email.arizona.edu; 621-2289
- Parking and Transportation
Parking and Transportation Services, <https://parking.arizona.edu/>; 626-7275
- Poster Printing
University Libraries, <https://new.library.arizona.edu/visit/print/EDC/large-format>; 621-4863
Advanced Resource Technology, <https://cals.arizona.edu/art/print.html>; 621-5517
- Grant Proposals
Jennifer Pierson, Steward Annex Room 13, jpierson@email.arizona.edu; 621-1938
- Reimbursements
Diana Gerardo, Steward Annex Room 1, dianag27@email.arizona.edu; 621-2215
- Safety Training
Chad Bender, Room N508, cbender@email.arizona.edu; 626-8795
Dale Webb, Room 488, dwebb@as.arizona.edu; 621-5092
- Set Up Xerox Copier Account
Amanda Lohmoeller, Room N204, morrisal@email.arizona.edu; 621-2288
- Telescope Information
Kitt Peak-Bill Wood, bwood@as.arizona.edu; 318-8690
Mt. Lemmon/Mt. Bigelow-Jim Grantham, jgrantham@as.arizona.edu; 621-7931
Mt. Graham/VATT-Gary Gray, ggray@as.arizona.edu; 621-8650 & 621-6365
- Telescope Keys
Diana Vargas, Room SOA, dianavargas@email.arizona.edu; 621-7656
Amanda Lohmoeller, Room N204, morrisal@email.arizona.edu; 621-2288
Michelle Cournoyer, Room N204, michelle@email.arizona.edu; 621-2289
- Telescope Observing & Schedules
Paul Smith, Room 258, psmith@as.arizona.edu; 621-2779
Dennis Zaritsky, Room 328, dennis.zaritsky@gmail.com; 621-6027
Eiichi Egami, Room 274, eegami@as.arizona.edu; 621-3161
(Telescope proposal information as well as other observer-related messages are distributed through the mailing list az_astro_observer@list.arizona.edu. To be included in this mailing list, send an email to Eiichi Egami).
- Time Sheets
Miranda Cox, Steward Annex Room 29, mcox@email.arizona.edu; 626-9976

Jennifer Lundin, Steward Annex Room 1, jlundin1@email.arizona.edu; 621-0045 (if Miranda is out)

- Travel
Diana Gerardo, Steward Annex Room 1, dianag27@email.arizona.edu; 621-2215
- UA Garage Vehicle Rentals
Diana Gerardo, Steward Annex Room 1, dianag27@email.arizona.edu; 621-2215
- Undergraduate Program Advisor
Don McCarthy, Room N404, mccarhd@email.arizona.edu; 621-4079
- Website Additions/Updates
Angela Miles, Room N205, angelam3@email.arizona.edu; 621-6524
Amanda Lohmoeller, Room N204, morrisa1@email.arizona.edu; 621-2288