

OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS

408 OLD MAIN / DEPARTMENT 3066

766-5123

FAX: 766-2696

E-MAIL: **STUDENT AFFAIRS@ UWYO.EDU**

www.uwyo.edu/studentaff

Office Hours: Monday – Friday, 8 a.m. – 5 p.m.

Administrative coordination and direction of the Division of Student Affairs are centered in the Office of the Vice President for Student Affairs. The vice president develops and administers university and division policies to assure that an intertwined network of student services will support success in the classroom and challenge students to develop as individuals through an array of co-curricular experiences.

This office provides division-wide guidance and direction to the development and implementation of student services policies; develops the student services budget; monitors financial operations of the division; represents the division to the central university administration; fosters staff development; and gives conceptual leadership for projects involving non-classroom student life enrichment opportunities, student recruitment and retention activities, and opportunities for the educational success of special and non-traditional students.

The Division of Student Affairs is composed of three clusters: The **Enrollment Management** cluster consists of the Admissions Office, Center for Advising and Career Services, Office of the Registrar, Student Educational Opportunity (TRiO, Gear Up, and disability support services), and Student Financial Aid. The **Dean of Students, Health & Wellness** cluster is made up of the Dean of Students Office, Campus Recreation, the Student Health Service, and the University Counseling Center (including alcohol and drug education). The **Residence Life/Dining Services/and Wyoming Union** cluster fosters collaboration between those three departments. In addition, the **Associated Students of the University of Wyoming (ASUW)**, the university's parents' organization, **Cowboy Parents**, and the **Office of Alumni Affairs** are also coordinated through the Vice President's Office.

Sara Axelson

Vice President

(x5123)

(saxelson@uwyo.edu)

Responsible for overall administration and conceptual leadership of the Division of Student Affairs.

John Nutter
Assistant to the Vice President
(x5123)
(nutter@uwyo.edu)

Coordinates assessment activities, program reviews, facilities projects, strategic planning, and external relations; serves as Trustee and legislative liaison; provides ombudsman services for students and parents referred to the Office of the Vice President; provides support and consultation for the entire division.

Shelley Dodd
Assistant to the Vice President
(x5123)
(shelley@uwyo.edu)

Coordinates budget, personnel, staff development, and advancement efforts for the division; provides ombudsman services for students and parents referred to the Office of the Vice President; provides support and consultation for the entire division.

Janicca Lee
Development Coordinator
(x5123)
(janicca@uwyo.edu)

Coordinates publications and special projects for the Division of Student Affairs; serves as coordinator of the UW parents' association Cowboy Parents and coordinates its efforts; manages the development efforts of the division.

Roxanne Rector
Staff Assistant
(x5123)
(apyroxl@uwyo.edu)

Provides support to the vice president and assistants to the vice president; manages accounting, budget, and human resources transactions; coordinates special projects and assists with the coordination of events and activities sponsored by the division and Cowboy Parents.

Sue Heide
Office Associate, Senior
(x5123)
(heide@uwyo.edu)

Provides support and scheduling for the vice president and assistants to the vice president; receives incoming guests and inquiries; maintains the Cowboy Parents and staff information and files; coordinates special projects and assists with the coordination of events and activities sponsored by the division and Cowboy Parents.

ADMISSIONS OFFICE

146-150 KNIGHT HALL / DEPARTMENT 3435

766-5160

FAX: 766-4042

www.uwyo.edu/admissions

Office Hours: Monday - Friday, 8 a.m. - 5 p.m.

The primary responsibility of the Admissions Office is to identify, attract, and admit new undergraduate students who meet the admission standards of the University of Wyoming. The staff is available to assist prospective students, parents, and counselors by providing information about admission and residency policies and university degree offerings. The New Student Orientation program is a major responsibility of the Admissions Office, as is the supervision of the Visitor Center and the International Student Services Office.

Noah Buckley

Director of Admissions

(x4273)

(nbuckley@uwyo.edu)

Responsible for the direction and coordination of undergraduate admission and recruiting activities for the university; manages student recruiting activities external to campus; supervises the admissions representatives; informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities.

Robert Dennis

Associate Director

(x5160)

(rdennis1@uwyo.edu)

Manages student recruiting activities external to campus; supervises the admissions counselors; informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities; assists the director with operational, financial, and personnel functions of the Admissions Office.

Pepper Jo Six
Associate Director
(x5160)
(pepperjo@uwyo.edu)

Manages the processing function of admissions inquiry and applicant management; supervises the processing staff; directs the New Student Orientation program and the Visitor Center; assists the director with operational, financial, and personnel functions of the Admissions Office; informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities.

Aaron Appelhans
*Assistant Director,
Minority Student Recruitment*
(x5160)
(aarona@uwyo.edu)

Coordinates multicultural student recruitment; oversees recruiting publications; responsible for several admission projects; informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities.

Tamara Lehner
Assistant Director
(x5160)
(tslehner@uwyo.edu)

Oversees primary recruiting publications; informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities.

Erin Olsen
Assistant Director
(x5160)
(olsenek@uwyo.edu)

Manages e-recruiting projects and marketing efforts; coordinates Campus Pass program; informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities.

Adrienne Loveland
*Assistant Director,
Denver Area Manager,
Student Recruitment*
(720-946-9678)
(weisz@uwyo.edu)

Develops and implements student recruitment strategies in the Denver metropolitan area; works with UW National Ambassadors program; informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities.

Brooke Spicer
Admissions Representative
(x5160)
(brookec@uwyo.edu)

Coordinates college directory listings; informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities.

Melanie Friesen
Admissions Representative
(x5160)
(mfriesen@uwyo.edu)

Informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities.

Leanne Sims
Admissions Representative
(x5160)
(leannes@uwyo.edu)

Supervises tele-counselors; coordinates transfer recruitment efforts; informs prospective students, parents, UW alumni, and high school administrators of the university's education opportunities

Christy Oliver
Computer Support Specialist, Senior
(x5160)
(plumb@uwyo.edu)

Supervises technical support and maintains systems for the Admissions Office; new report writing; special projects; administers scholarship awarding for new incoming students.

Steve Scott
Computer Support Specialist
(x5160)
(sscott3@uwyo.edu)

Provides technical support and maintains systems for the Admissions Office; new report writing, special projects.

Jane Grzybowski
Office Associate, Senior
(x5160)
(grzy@uwyo.edu)

Supervises daily operation of inquiry and admissions application processing; processes international student correspondence and evaluates international credentials; administers new student communication plan.

Debbie Scarpelli
Office Associate, Senior
(x4272)
(debbies@uwyo.edu)

Business manager for the Admissions Office and enrollment management funds; administrative assistant to the director; responsible for budgeting operations and activities, personnel records, and special projects.

Debbie Pepmeier
Office Associate
(x5160)
(happy@uwyo.edu)

Coordinates production of correspondence to prospects, applicants, and admitted students; student information system report writing and data entry; special projects; supervises student employees.

Rachel Newton
Office Assistant, Senior
(x5160)
(rnewton@uwyo.edu)

Processes applications and high school and transfer transcripts; answers general admission questions; provides data support to New Student Orientation program.

Janet Renneisen
Office Assistant, Senior
(x5160)
(jrenneis@uwyo.edu)

Processes Admissions' mail; receptionist duties; provides support to the Visitor Center.

Stacy Lane
Office Assistant, Senior
(x5160)
(slane6@uwyo.edu)

Processes applications and high school and transfer transcripts; answers general admission questions.

Caroline Pasley
Office Assistant, Senior
(x5160)
(cpasley@uwyo.edu)

Processes applications and high school and transfer transcripts; answers general admission questions.

Paula Weems
Office Assistant, Senior
(x5160)
(pweems@uwyo.edu)

Serves as receptionist for the Admissions Office; assists with campus visits, and other projects; is a Notary Public.

Cindy Elrod
Coordinator,
Admissions mailings
(x5160)
(ckelrod@uwyo.edu)

Coordinates the daily operations related to the delivery of the prospective student communication plan.

Mary Aguayo
Assistant Director
(x4075)
(marya@uwyo.edu)

Coordinates New Student Orientation; arranges campus tours for prospective student visitors; promotes university to visitors; coordinates Discovery Days events.

Dennis Dreher
Office Assistant
(x4075)
(ballfour@uwyo.edu)

Arranges campus tours for prospective student visitors; promotes university to visitors.

INTERNATIONAL STUDENT SERVICES

International Student Services (ISS) facilitates both on-and off-campus resources and services in an effort to make the international student's experience at the University of Wyoming a successful one. The office provides support and counsel for international students and scholars regarding procedures required by U.S. Citizenship and Immigration Services, university regulations and policies, and on- and off-campus employment. In addition, ISS conducts orientation sessions to assist the international student in adjusting to the campus, community, region, and to American culture in general. To create better understanding between the students and the community, ISS sponsors a number of dinners, meeting, and social functions throughout the academic year, including the weekly International Coffee Hour and International Education Week during the fall semester. ISS also sponsors an extensive Friendship Family program, American Conversation Club, and maintains the International Resource Center in Room 244 of Knight Hall. ISS is also responsible for the recruitment of new international undergraduate students and the processing their application materials.

Jill Johnson

Associate Director

(x5193)

(jillj@uwyo.edu)

Directs and manages International Student Services; oversees recruitment of undergraduate international students; coordinates the National Student Exchange Program; provides student advocacy.

SanDee Hutton

Immigration Coordinator

(x5193)

(shutton@uwyo.edu)

Handles international student inquiries, concerns, and correspondence relative to the U.S. Citizenship and Immigration Service.

Maria Almendares

Office Associate

(x5193)

(wyoqtpi@uwyo.edu)

Responsible for managing the general office operations and activities of ISS; provides administrative support services to staff and students.

**OFFICE OF ALUMNI AFFAIRS
ALUMNI ASSOCIATION**

**ALUMNI HOUSE
214 SOUTH 14TH STREET
766-4166**

FAX: 766-6824

E-MAIL: WYOALUM@UWYO.EDU

www.wyoalumni.com/

Office Hours: Monday – Friday, 8 a.m. – 5 p.m.

Promote the general welfare, development, achievement and honor of the University while fostering a spirit of loyalty and fraternity among graduates and former students of the University of Wyoming.

Robbie Darnall

Executive Director

(x4166)

(robbie@uwyo.edu)

Serves as the Alumni Association's chief administrator and primary liaison to the Alumni Association Board of Directors, the University, Association members, and the general public; directs the operational, financial, and personnel functions of Alumni Affairs; provides conceptual leadership, in consultation with the board of directors, for alumni outreach, services, special events, and functions; supervises production of *Alumnews*.

Jennifer Wade

Business Manager

(x4166)

(jswade@uwyo.edu)

Manages business operations, prepares financial reports, and maintains financial records; recommends accounting procedure and coordinates audit; assists in budget planning; serves as WyoSAA advisor; coordinates Homecoming parade and Distinguished Alumni and Medallion Service Award nomination/selection and assists with Alumni events and functions.

Holly Herring

Coordinator, Area Public Relations

(x4166)

(hherrin1@uwyo.edu)

Implements and coordinates affinity programs; coordinates and manages the outreach activities, functions, catering, and records for all conferences, programs, and events; consults with graphic artists on creating and maintaining departmental website; works directly with the board president and board of directors; lends program support for all alumni and the board; assesses inventory requirement.

Lynne Livingston
Office Associate, Senior
(x4166)
(livings@uwyo.edu)

Manages the daily operations of Alumni Affairs and provides support for staff and the board of directors; maintains inventory and processes orders; coordinates in-house meetings and conferences; reserves the Robert J. Murphy conference room; coordinates scholarship and Outstanding Faculty Award selection process and assists with alumni events and functions.

**ASSOCIATED STUDENTS OF
THE UNIVERSITY OF WYOMING**

020 WYOMING UNION/DEPARTMENT 3105

766-5204

FAX: 766-3762

www.uwyo.edu/asuw

**Office Hours: Monday - Friday, 8 a.m. - 5 p.m.
(limited service during the noon hour)**

The Associated Students of the University of Wyoming (ASUW) is the student government for all fee-paying UW students. As a department of the university, ASUW is the organized voice of its members, working with the UW administration, faculty, staff, the Wyoming Legislature, and others to improve the educational and co-curricular environment of the university. ASUW funds fully or in part a wide variety of programs and services, including but not limited to: ASTEC (technical services), ASUW activities, ASUW Business Office, Concert and Convocations Committee, ASUW Senate, Freshman Senate, ASUW Gallery, Nontraditional Student Council, *Student Handbook/Planner*, Students' Attorney, United Multi-Cultural Council, Safe Ride, DIA Shuttle, ASUW Bike Library and ASUW After School Program. Students are encouraged to get involved in ASUW. Officers and senators are elected each spring, and students serve on ASUW and university committees.

Matt Haigler

President

(x5204)

(asuwpres@uwyo.edu)

Administratively responsible for ASUW business; the official representative of the student body; ex-officio member of UW Board of Trustees and UW Foundation Board; member of the Student Affairs Directors' Council.

Danee Hunzie

Vice President

(x5204)

(asuwvp@uwyo.edu)

Serves as chair of the ASUW Senate and the Mandatory Student Fee Committee; oversees the ASUW standing committees; member of the Union Board.

Vacant

Chief of Staff

(x5204)

(asuwexc5@uwyo.edu)

Provide outreach to under-represented students, assists the ASUW President with committee appointments and organizes ASUW outreach events.

<p>Vacant <i>Director of Transportation Services</i> (x5204) (asuwexc2@uwyo.edu)</p>	<p>Manages the transportation programs offered by ASUW including Safe Ride and DIA Shuttle.</p>
<p>Vacant <i>Director of Finance</i> (x5204) (asuwexc1@uwyo.edu)</p>	<p>Manages the daily, weekly, and yearly financial affairs of ASUW.</p>
<p>Vacant <i>Director of Policy Planning</i> (x5204) (asuwexc6@uwyo.edu)</p>	<p>Serves as a policy resource for the ASUW Senate; manages the daily, weekly, and yearly political and legislative affairs of ASUW.</p>
<p>Vacant <i>Director of RSO Services</i> (x5204) (asuwexc4@uwyo.edu)</p>	<p>Manages ASUW programs that support Recognized Student Organizations (RSO's).</p>
<p>Vacant <i>Director of Public Relations and Marketing</i> (x5204) (asuwexc3@uwyo.edu)</p>	<p>Manages the daily, weekly, and yearly public relations and marketing for ASUW.</p>
<p>Lisa Augustin <i>Office Associate</i> (x5204) (lisaa@uwyo.edu)</p>	<p>Responsible for the daily operations of the ASUW office; provides support for the ASUW president, vice president, executive assistants, and senators; serves as secretary to the ASUW Senate; receptionist and clerical support for the ASUW Office.</p>

BUSINESS OFFICE
020 WYOMING UNION
(766-5216)

<p>A. Lorraine Lupton <i>ASUW Business Manager</i> (x3830) (all@uwyo.edu)</p>	<p>Provides fiscal management/consultation for ASUW student fee funded activities; supervises ASUW Technical Services (ASTECC), and ASUW Office Staff.</p>
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Michael Pule
Project Coordinator
(x5204)
(mpule@uwyo.edu)

Responsible for ASUW transportation programs to include SafeRide; serve as liaison for ASUW to the Outdoor Adventure program in working with the Bike Library Program.

Kristy Isaak
Accounting Associate, Senior
(x5216)
(kisaak@uwyo.edu)

Responsible for accounting of all ASUW entities; provides daily operational support for the Business Office and auxiliary services.

ASTECC (ASUW Technical Services)
043 WYOMING UNION
(766-3837)

Andrew Hays
ASTECC Coordinator
(x3837)
(ahays3@uwyo.edu)

Coordinates ASTECC functions to provide trained personnel and technical equipment to student organizations and campus events.

STUDENT LEGAL SERVICES CLINIC
UW ANNEX, 21ST AND GARFIELD
(766-4360)

CAMPUS RECREATION

RECREATION OFFICE: 101 HALF ACRE, 766-3370/DEPARTMENT 3604

INTRAMURAL OFFICE: 206 HALF ACRE, 766-4175

CLUB SPORTS: 206 HALF ACRE, 766-6396

FACILITIES RESERVATIONS: 766-5586

RECREATION SERVICES: CORBETT, 766-6333

FAX: 766-6720

www.uwyo.edu/rec

Office Hours

Recreation: Monday – Friday, 6 a.m. – 10 p.m.

Saturday, 9 a.m. – 5 p.m.

Sunday, Noon – 8 p.m.

Intramural and Clubs Sports: Monday – Friday, 9 a.m. – 6 p.m.

Outdoor Adventure: Monday – Friday, 9 a.m. – 6 p.m.

The mission of Campus Recreation is to provide recreational opportunities to a diverse campus community that enhance the learning and workplace environment and promote mental and physical health via quality facilities, equipment and programs. Campus Recreation programs, which include open recreation, intramural sports, club sports, and outdoor adventure, offer a broad range of coordinated activities for individuals and groups that promote health awareness, a sense of community, and a lifelong appreciation for wellness and recreational activities. Supporting the value of student development, Campus Recreation programs strive to offer opportunities to students that develop leadership skills and promote responsibility while maintaining a balance between personal, professional, and academic pursuits.

Campus Recreation is comprised of four components:

- ***Open Recreation*** offers quality non-organized physical recreation opportunities to the entire campus community including family members.
- ***Intramural Sports*** offer organized individual and team opportunities in men's, women's, and co-recreational sports for the entire campus community.
- ***Club Sports*** offer a more in-depth and competitive athletic experience than intramural sports and open recreation. There are 20 club sports teams at UW that compete outside of the university with other collegiate and independent club teams.
- ***The Outdoor Adventure Program*** provides a wide range of outdoor activities at a variety of skill levels and training to use the indoor climbing wall for the UW community.

Whether you are looking for opportunities to maintain your physical fitness level, address special physical needs, or just relax, there is a recreation program right for you.

Pat Moran

Director
(x6480)
(pmoran5@uwyo.edu)

Administratively responsible for the direction and coordination of Campus Recreation, including administration of recreation services and management of UW recreation facility operations and all full- and part-time recreation staff.

Vacant

Associate Director, Operations
(x6843)
(@uwyo.edu)

Oversees facility operations at Half Acre; oversees open recreation program; implements safety policies and procedures.

Joe Book

Coordinator, Intramural Sports
(x4175)
(joebook@uwyo.edu)

Manages women's, men's, and co-recreation intramural sports; establishes intramural calendar; organizes and schedules intramural activities.

Dan McCoy

Assistant Director, Campus Recreation
(x2402)
(dmccoy@uwyo.edu)

Manages the Outdoor Adventure Program and the indoor climbing wall; organizes and schedules outdoor trips and activities, workshops, and clinics.

Michael Sims

Coordinator, Club Sports
(x6396)
(msims@uwyo.edu)

Manages club sports teams, activities, and schedules; serves as on-campus advisor and resource for all clubs; maintains fitness equipment throughout Campus Recreation facilities.

Jennifer Heupel

Accounting Associate, Senior
(x6737)
(jheupel@uwyo.edu)

Manages part-time personnel and payroll functions and personnel; assists with accounting functions and provides support for program coordinators.

Gloria Youmans

Accounting Associate, Senior
(x6740)
(gyoumans@uwyo.edu)

Manages unit budget and oversees fiscal operations, accounting, and billing functions; coordinates facility reservations and customer service functions; manages full-time personnel and payroll functions.

Donna Earley
Project Coordinator Assistant
(x3236)
(dearly@uwyo.edu)

Supervises daily aquatic operations at Half Acre and Corbett; trains and supervises student employees; assists open recreation coordinator with student personnel functions; responsible for staff safety, biohazard issues, and aquatic training certification.

Sarah Campbell
Project Coordinator Assistant
(x5586)
(sarahc@uwyo.edu)

Coordinates open recreation program and student staff at Half Acre; schedules and trains student staff; assists with fitness programming; coordinates and schedules special events; maintains group exercise programming.

CENTER FOR ADVISING AND CAREER SERVICES

222 KNIGHT HALL/DEPARTMENT 3195

766-2398 / 766-2019

FAX: 766-4003

www.uwyo.edu/cacs

Office Hours: Monday - Friday, 7:30 a.m. - 5 p.m.

TESTING CENTER

303 COE LIBRARY

Test Registration Information: 766-3743

www.uwyo.edu/utc

Office Hours: (varies, please see website)

Quality academic advising and career development opportunities are key components of academic success and student satisfaction. To this end, the mission of the Center for Advising and Career Services is to enhance the recruitment and retention of students by providing: a comprehensive program of academic advising to undeclared students and other special student populations; career counseling and development; internship and co-op experiences; and employment services for UW's students.

The center is also home to the University Testing Center (UTC). The UTC offers university and national level placement and entrance exams for students and community members. Many of the exams offered by the UTC are computer based, to better accommodate the busy schedules of UW students.

Faculty and students of every degree level and major are invited to take advantage of the variety of services and information available through the Center for Advising and Career Services.

Jo Chytka

Director

(x2398)

(jchytka@uwyo.edu)

Administratively responsible for the direction, planning, and operation of the center.

Robbie Bennett

Project Coordinator, Senior

(x2398)

(robben@uwyo.edu)

Database management, Wyoming career information system; and statewide career Choices program.

Brittany Sheets
Office Assistant, Senior
(x2019)
(bsheets@uwyo.edu)

Front line staff, responsible for appointment scheduling, database maintenance, assisting with advising activities, and education placement functions.

ADVISING SERVICES

Richard Miller
Assistant Director
(x2398)
(acroid@uwyo.edu)

Manages academic advising and career counseling functions; is a licensed career counselor; provides direct advising and career counseling to students.

Kristen Rigoni
*Coordinator, Academic
and Career Advising*
(x2398)
(krigoni @uwyo.edu)

Provides direct academic advising and career counseling to students; is a licensed career counselor; assists with the coordination of academic advising and career development programs.

Steven Suder
*Coordinator, Academic
and Career Advising*
(x2398)
(hiplains@uwyo.edu)

Provides direct academic advising and career counseling to students; is a licensed career counselor; assists with the coordination of academic advising and career development programs.

Sandra Yentes
*Coordinator,
Student Advising*
(x2398)
(syentes@uwyo.edu)

Assists with coordinating academic advising activities, project, and program development; provides direct academic advising to undeclared students and special populations.

Tonya Gerharter
*Coordinator,
Student Advising*
(x2398)
(tonyal@uwyo.edu)

Assists with coordinating academic advising activities, project, and program development; provides direct academic advising for undeclared and exchange students.

Tami Breske
*Credentials Analyst/
Academic Adviser*
(x2398)
(tbreske@uwyo.edu)

Provides academic advising for A&S undeclared students, distributed majors, and off-campus students; A&S degree checks for general education requirements; assessment of transfer credits relative to A&S general education requirements.

Sam Tihen
*Credentials Analyst/
Academic Adviser*
(x2398)
(stihen@uwyo.edu)

Provides academic advising for A&S undeclared students, distributed majors, and off-campus students; A&S degree checks for general education requirements; assessment of transfer credits relative to A&S general education requirements.

Becky Despain
*Coordinator Academic and
Career Advising*
(x2398)
(bdespain@uwyo.edu)

Provides direct academic advising and career counseling to students; is a licensed career counselor; assists with the coordination of academic advising and career development programs.

CAREER SERVICES

Ann Jones
Assistant Director
(x2398)
(aljones@uwyo.edu)

Manages the career services functions of the center; coordinates and administers the internship and cooperative education clearinghouse; assists students in obtaining internship, career related, and co-op opportunities.

Linda Brooks
Coordinator, Job Placement
(x2398)
(lbrooks@uwyo.edu)

Coordinates recruiting schedules and activities for employer representatives, faculty, and students; assists with the management of the eRecruiting system.

Tami Browning
Coordinator, Job Placement
(x2398)
(tbrowning@uwyo.edu)

Assists students seeking internship, cooperative education, and career related summer employment opportunities; coordinates fairs and events.

TESTING SERVICES

Jonas Slonaker
Coordinator, Testing Center
(x2188)
(jonaslon@uwyo.edu)

Coordinates university testing programs;
schedules and administers the computer-based
testing site.

DEAN OF STUDENTS OFFICE

128 KNIGHT HALL/DEPARTMENT 3135

766-3296

FAX: 766-3298

www.uwyo.edu/dos

MULTICULTURAL AFFAIRS

114 KNIGHT HALL

766-6228

FAX: 766-2157

www.uwyo.edu/oma

MULTICULTURAL RESOURCE CENTER (MRC)

103 WYOMING UNION

766-6463

NONTRADITIONAL AND GENDER CENTERS

NONTRADITIONAL STUDENT CENTER (NTSC)

WOMEN'S CENTER (WC)

104 WYOMING UNION

RAINBOW RESOURCE CENTER (RRC)

106 KNIGHT HALL

766-3478

rrc-staff@uwyo.edu

STUDENT PUBLICATIONS

302 WYOMING UNION

766-6190

Office Hours: Monday – Friday, 8 a.m. – 5 p.m.

The Dean of Students Office serves as the entry point to student support services at the University of Wyoming. The situational needs and student life concerns of individual and groups of students regarding their personal, academic, and/or social welfare are coordinated by staff in the Dean of Students Office.

In order to provide opportunities to assist students in their endeavors at the University of Wyoming, staff of the Dean of Students Office are located in two facilities on campus. Individual student services are located in Knight Hall. The ASUW Business Office, Greek Affairs, Multicultural Resource Center, ASTEC, Nontraditional Student / Women's Center, Rainbow Resource Center, STOP Violence Program, and Student Publications are located in the Wyoming Union.

Responsibilities of the personnel connected with the office in Knight Hall include individualized advisement and consultation regarding student life concerns. Referral coordination with other university and community services, as well as conflict resolution, assist students in maximizing their potential for success. Specific concerns of first-year and transfer students, fraternities and sororities, student leadership development, and student judicial and due process issues are attended to by Dean of Students staff. The ASUW Business Manager and staff serve as a support unit to the financial responsibilities of ASUW, as well as provide training and leadership development opportunities for students who are involved in the fiscal matters of the student government.

David S. Cozzens, Ph.D.

Associate Vice President /

Dean of Students

(x3296)

(dcozzens@uwyo.edu)

Administratively responsible for the direction and management of the Dean of Students Office, Multicultural Affairs, Greek Affairs, Student Attorney Program, Judicial Affairs, and the business and personnel functions of ASUW and Student Publications; provides individual student advisement and consultation regarding student life concerns; provides referral coordination with other university and community services, as well as disciplinary process consultation.

Dolores Cardona, Ph.D.

Associate Dean of Students

(x3296)

(cardona@uwyo.edu)

Administratively responsible for the direction of programs and services offered by Multicultural Affairs; provides student advocacy and individual student advisement and consultation regarding student life concerns; provides oversight for the staff of the Nontraditional Student/Women's Center, Rainbow Resource Center and STOP Violence Program.

Matthew Caires, M.Ed

Assistant Dean of Students

(x3296)

(caires@uwyo.edu)

Provides leadership and coordination for campus student leadership development programs; provides administrative support and oversight for the leadership of ASUW and the ASUW Business Office; provides individual student advisement and consultation regarding student life concerns; adviser to Freshman Senate.

David Hennings
Assistant Dean of Students
(x3296)
(hennings@uwyo.edu)

Provides leadership and coordination of all university student judicial matters and programs; provides individual student advisement and consultation regarding student life concerns; coordinates issues regarding student withdrawals.

A. Lorraine Lupton
ASUW Business Manager
002 Wyoming Union
(x5216)
(all@uwyo.edu)

Provides fiscal management/consultation for ASUW student fee funded activities; supervises ASUW Technical Services (ASTECC), ASUW office staff, and the Students' Attorney Program.

Elizabeth Goudey
ASUW Students' Attorney
128 Knight Hall
(x6347)
(betsyg@uwyo.edu)

Provides legal advice and counsel to UW fee paying students; provides educational programming on student legal issues.

Katharine Steiner, M.Coun
Coordinator, Greek Affairs
045 Wyoming Union
(x6347)
(ksteiner@uwyo.edu)

Provides direction and leadership and coordinates the University Greek life system, including advising Interfraternity Council and Panhellenic Council, and monitoring the Greek Life Relationship Statement.

Naomi Leigh
Office Assistant, Senior
(x3296)
(@uwyo.edu)

Receptionist; performs student intake screening for the Dean of Students Office; provides support for Dean of Students staff in Knight Hall.

MULTICULTURAL AFFAIRS

Multicultural Affairs (MA) provides leadership and advocacy to support cultural diversity and to prepare students to interact in a diverse world. MA provides support, services, and information to recruit, retain, and graduate ethnic minority, adult, women, international, and GLBT students at UW. Ethnic minority populations include students of African American/Black; Hispanic/Latino/Chicano/Mexican American; Asian American or Pacific Islander; American Indian or Alaskan Native; and bi-racial or multi-ethnic descent. MA also provides opportunities for non-minority students interested in diverse experiences and access to multicultural resources.

Multicultural Affairs also administers four student centers: the Multicultural Resource Center in Room 103 of the Wyoming Union; the Rainbow Resource Center, supporting UW's gay, lesbian, bisexual, and transgender population, located in Room 106 of the Wyoming Union; the Nontraditional Student/Women's Center, meeting the needs of non-traditional students; and women's programming, both located in 104 of the Wyoming Union.

Dolores S. Cardona, Ph.D.

Associate Dean of Students
(x6228)
(cardona@uwyo.edu)

Administratively responsible for the direction of programs and services offered by Multicultural Affairs and the Nontraditional and Gender programs/centers; provides student advocacy.

Conrad Chavez

Manager, Multicultural Affairs
(x6192)
(reds@uwyo.edu)

Assists in the coordination of programs and services and provides direct services for multicultural populations; develops recruitment and retention initiatives for multicultural students.

Brian Romero

*Project Coordinator,
Multicultural Affairs*
(x6191)
(bromero@uwyo.edu)

Coordinates programs and services and provides direct services for multicultural students.

Vacant

*Project Coordinator,
Multicultural Affairs*
(x6193)
(@uwyo.edu)

Coordinates programs and services and provides direct services for multicultural students.

MULTICULTURAL RESOURCE CENTER (MRC)
103 WYOMING UNION
766-6463

Prince Amattoe
Coordinator, MRC
(x6463)
(pamattoe@uwyo.edu)

Coordinates the activities of the MRC; provides leadership development within targeted populations; coordinates programs and services for multicultural students.

**NONTRADITIONAL STUDENT /
WOMEN'S CENTER**

Mary Ann Stout, M.S., MSW
*Project Coordinator,
Non-Traditional Student /
Women's Center*
(x5343)
(mastout@uwyo.edu)

Responsible for administration of the Nontraditional Student / Women's Center; directs programming and assists with the recruitment and retention of students in these areas; supervises the STOP Violence Project.

Kerry Hodges
*Non-Traditional Student /
Women's Center Coordinator*
(x6189)
(hodgeskl@uwyo.edu)

Provides direction and coordination of services to adult learners and women on campus and in the community.

RAINBOW RESOURCE CENTER (RRC)
106 WYOMING UNION
766-3478
(rrc-staff@uwyo.edu)

STUDENT PUBLICATIONS

Cary Berry-Smith

Supervisor, Student Publications

(x3826)

(cberry@uwyo.edu)

Provides leadership and advisement for Student Publications' staff and publications.

Barbara Thorpe

Sales/Circulation Coordinator

(x6336)

(barbara@uwyo.edu)

Supervises sales/design of publications' advertising and the distribution of all publications.

Jim Fuerholzer

Graphic Artist

(x6351)

(jfuer@uwyo.edu)

Provides graphic design and camera-ready art for publications and other special projects.

Margaret (Meg) Frost

Accounting Associate, Senior

(x5217)

(mfrost2@uwyo.edu)

Provides accounting support for Student Publications; serves as budget manager for the Student Publications Board.

Lynne Ruggles

Office Assistant

(x6190)

(lruggles@uwyo.edu)

Provides clerical support for Student Publications; serves as secretary to Student Publications Board.

OFFICE OF THE REGISTRAR

167 KNIGHT HALL/DEPARTMENT 3964

766-5272

FAX: 766-3960

www.uwyo.edu/registrar

Office Hours: Monday - Friday, 8 a.m. - 5 p.m.

Students are invited to seek assistance in the Office of the Registrar for the following services: registration for classes; changes in class registration; transcript needs; mid-term and final grades; final examination schedules; relief from too many finals in one day; class schedules for the succeeding term; academic probation and suspension regulations; withdrawal from individual classes; petitions to comply with university academic policies and regulations; policy information on repeating courses; degree checks for graduation and CAPP; transfer credit evaluation enrollment verification; and services available through WyoWeb (web portal).

Tammy Aagard

University Registrar

(x5273)

(taagard@uwyo.edu)

Responsible for the overall operation and management of the Office of the Registrar, including the maintenance of academic records and registration functions; responsible for institutional compliance with FERPA and the production of the General Bulletin and course schedules; serves as secretary to the university's Faculty Senate Course Review committee.

Lane Buchanan

Associate Registrar

(x5727)

(lane@uwyo.edu)

Assists in the development and implementation of procedures for the office; coordinates the degree check process which involves use of CAPP; coordinates evaluation of transfer credit and training of academic advisers in the use of CAPP; supervises the degree analyst, permanent records, and imaging staff.

Greg Cunningham

Associate Registrar

(x5272)

(cunninggg@uwyo.edu)

Assists in the development and implementation of procedures for the office; coordinates the registration process and athletic compliance with NCAA; supervises the service counter, enrollment verification, transcripts and online petitions staff.

Steve Massei

Programmer Analyst, Executive
(x5726)
(massei@uwyo.edu)

Responsible for the functional management of technical issues for the shared components and student record areas of Banner; provides technical direction regarding desktop computing, client server services, and document imaging.

Sara Robinson

Marketing Coordinator
(x5722)
(shaynes@uwyo.edu)

Coordinates the publication of the *General Bulletin*, as well as the fall, spring, and summer *Class Schedules*; trains and assists academic departments in loading their class schedules to Banner; works on the development of Web pages, brochures, fliers, and forms; provides graphic support for WyoWeb channels.

David Bluemel

Office Associate, Senior
(x5724)
(dbluelmel@uwyo.edu)

Provides administrative and clerical support to the registrar and associate registrars; maintains office budget and processes all personnel paperwork; assists in loading summer schedule to Banner and in preparation of copy for the *Summer Bulletin*.

Cony Pownall

Computer Support Specialist, Senior
(x6837)
(cpownall@uwyo.edu)

Serves as document imaging technical analyst for the office; shares the responsibility for providing operational and reporting services to the office, as well as other UW offices; provides support to Banner production processes for services such as registration and grading.

Shawn Wiseman

Computer Support Specialist, Senior
(x5721)
(swiseman@uwyo.edu)

Serves as Banner Webmaster and facilitates services for the Web applications; shares the responsibility for providing operational and reporting services to the office as well as other UW offices; provides support to Banner production processes for services such as registration and grading.

Katy Welsh

Registration Assistant
(x3137)
(kwelsh1@uwyo.edu)

Provides assistance to students who come to the service counter or phone the office; assists students with WyoWeb registration; processes withdrawals from classes and address changes; assists in completing transcript requests and name change and Social Security change forms.

Shannon Nelson

Registration Assistant
(x5272)
(snelson3@uwyo.edu)

Provides assistance to students who come to the service counter or phone the office; assists students with WyoWeb registration; processes withdrawals from classes and address changes; assists in completing transcript requests and name change and Social Security change forms.

Shirley Thomas

Office Assistant, Sr. - Transcripts
(x6644)
(smthomas@uwyo.edu)

Responsible for processing transcript requests; assists with processing of electronic transcripts and on-line forms.

Linda Donn

Office Assistant, Sr. - Transcripts
(x5274)
(donnl@uwyo.edu)

Responsible for processing transcript requests; assists with processing of electronic transcripts and on-line forms.

Kristine Regnier

*On-line Petitions and
Transcript Assistant*
(x5729)
(kregnier@uwyo.edu)

Responsible for processing online petitions; assists with document imaging and transcript requests.

Monique Held

Permanent Records Assistant
(x5725)
(mhheld@uwyo.edu)

Maintains students' permanent records including verifying computation of GPAs; posts changes of grades, removal of incompletes, and exceptions to university regulations; verifies eligibility for credit by exam; document imaging.

Vacant

Permanent Records Assistant
(x3950)
(@uwyo.edu)

Maintains students' permanent records including verifying computation of GPAs; posts changes of grades, removal of incompletes, and exceptions to university regulations; verifies eligibility for credit by exam; document imaging.

Vacant
Imaging Coordinator
(x3951)
(@uwyo.edu)

Provides oversight for document imaging and clerical support for the degree analysts.

Nicole Candelaria
Degree Analyst
(x3952)
(transam@uwyo.edu)

Responsible for processing applications for graduation from the College of Education and College of Law, and any Master of Science degree; assists in the training of academic advisers in the use of CAPP and in the evaluation of transfer credit.

Dawn Carver
Degree Analyst
(x5728)
(dcarver@uwyo.edu)

Responsible for processing applications for graduation from the College of Arts & Sciences; assists in the training of academic advisers in the use of CAPP and in the evaluation of transfer credit.

Marilyn Bryan
Degree Analyst
(x6647)
(mbryan4@uwyo.edu)

Responsible for processing applications for graduation from the College of Agriculture and College of Business, and any Master of Arts degree; assists in the training of academic advisers in the use of CAPP and in the evaluation of transfer credit.

Erin Olson
Degree Analyst
(x5723)
(eolson7@uwyo.edu)

Responsible for processing applications for graduation from the College of Engineering and Applied Science and College of Health Sciences, and any MSW, Ph.D., Ed.D., Ed.S., degrees; assists in the training of academic advisers in the use of CAPP and in the evaluation of transfer credit; evaluates transfer credits of international educational documents and transcripts.

RESIDENCE LIFE, DINING SERVICES & WYOMING UNION

WASHAKIE CENTER, LOWER LEVEL/DEPARTMENT 3394

766-3175

FAX: 766-3613

Office Hours: Monday - Friday, 8 a.m. - 5 p.m.

These three units provide an environment to support students' academic, personal, and interpersonal success. The staff strives to provide the best possible service to our customers - students, faculty, staff, and university guests. Our goal is to support the university's mission through excellent customer service and dedication to our students. We believe all campus environments are an integral part of the total educational experience at the University of Wyoming. Through activities and programs, as well as high-quality and nutritious meals, we encourage student involvement, personal growth, and academic success.

EXECUTIVE DIRECTOR'S OFFICE

Beth McCuskey, Ed.D.

Executive Director

(x3175)

(bmccuske@uwyo.edu)

Provides overall administrative direction for the Dining Services, Residence Life, and Wyoming Union.

Laurie Smith

Staff Assistant

(x3125)

(las@uwyo.edu)

Administrative assistant to the director; provides office management for the associate directors; and coordinates assessment activities.

Monica Wesley

Coordinator of Area

Public Relations

(x3169)

(mwesley@uwyo.edu)

Is responsible for department communications and staff development initiatives.

Benjamin Tonak

Graphic Designer

(x5096)

(btonak@uwyo.edu)

Provides graphic design for use in departmental media.

Cheri Frank
Office Associate, Senior
(x3235)
(cfrank1@uwyo.edu)

Administrative assistant to the associate directors.

BUSINESS OFFICE/CONFERENCES

Jami Miller
Business Manager, Executive
(x3059)
(jamimill@uwyo.edu)

Is responsible for the management of the business unit.

Diane Delany
Coordinator, UW Apartments
(x6980)
(delany@uwyo.edu)

Oversees apartment office operations, including assignments and checkouts, applications and customer service for the apartments; administrative assistant to the assistant director.

Jeffery Lang
Office Associate
(x3030)
(jefflang@uwyo.edu)

Processes residence hall room assignments and room changes; assists students with questions and concerns about residence hall contracts; provides back up for all meal plan assignments and contracts.

Sheena Gantz
Office Associate
(x5097)
(sheena@uwyo.edu)

Administers student plans and assists students with questions or concerns about contract meal plans, PLU\$\$ account amounts, changes in meal plans and charges; provides back up for all room assignments and contracts.

Tom Wilson
Assistant Director
(x6847)
(tpwilson@uwyo.edu)

Supervises summer conference functions, the Knight-Watkins Recreational Camp & budget/financial management activities in the Business Office.

Rochelle Schneider
Coordinator of Conferences and Marketing
(x3670)
(chelley@uwyo.edu)

Assists with conference operations, such as conference reservations, billing, guest housing, and administrative support.

Roxi Knopp
Office Associate, Senior
(x4342)
(roxik@uwyo.edu)

Is responsible for human resources, payroll and Kronos System administration.

Nicky Lavalleur
Accounting Associate, Senior
(x3178)
(damien@uwyo.edu)

Is responsible for accounting and budget records and reporting.

Cindy Williams
Office Associate
(x3186)
(ckubczak@uwyo.edu)

Is responsible for human resource and travel documents.

Laurie Hanneman
Accounting Associate
(x3077)
(laurieh@uwyo.edu)

Is responsible for accounting and budget records and reports.

Jerry Dodd
Accounting Associate
(x2288)
(jdodd1@uwyo.edu)

Is responsible for cash handling, Peachtree accounting, deposits, and copier.

TECHNOLOGY

Todd Paustian
*Computer Support Specialist,
Senior*
(x6609)
(paustian@uwyo.edu)

Oversees technology services for student computing, student residential networking (ResNet), staff computing, and information systems management.

Mikal Grant
Computer Support Specialist
(x3619)
(godfathr@uwyo.edu)

Provides assistance to technology services for student computing, student residential networking (ResNet), staff computing, and information systems management.

RESIDENCE LIFE
www.uwyo.edu/reslife

RESIDENCE LIFE
WASHAKIE CENTER, LOWER LEVEL / DEPARTMENT 3394
766-3175
FAX: 766-3613

UNIVERSITY APARTMENTS OFFICE
2413 ARROWHEAD LANE #369
766-3176
FAX: 766-6981

Office Hours: Monday – Friday, 8 a.m. – 5 p.m.

Residence Life provides an environment to support students' academic, personal, and interpersonal success. The department houses approximately 3000 students in the residence halls and university apartments.

The staff of Residence Life strives to provide the best possible service to our customers – students, faculty, staff, and university guests. Our goal is to support the university's mission through excellent customer service and dedication to our students.

Residence Life offers more than a place to eat and sleep. We believe the apartment and residence hall environments are an integral part of the total educational experience at the University of Wyoming. Through activities and programs we encourage student involvement, personal growth, and academic success.

Beth McCuskey, Ed.D.

Director

(x3175)

(bmccuske@uwyo.edu)

Provides overall administrative direction for the department.

Tony Earls, Ph.D.

Associate Director,

Residence Life

(x6612)

(caearls@uwyo.edu)

Administers Residence Life unit including programs and services that integrate the academic mission of the university and the residential components; gives direction to residential student activities and leadership development; supervises residence hall judicial, alcohol education, and mediation programs; and guides staff procedures and training.

Becky Adair
Area Coordinator, Downey Hall
(x3577)
(radair1@uwyo.edu)

Residence Hall Coordinator for Downey Hall; oversees leadership development, RHA, and residence hall programming.

Suzanne Härle
Area Coordinator, Senior White Hall
(x3873)
(sharle@uwyo.edu)

Residence Hall Coordinator for White Hall, oversees student discipline education, alcohol education, and the Peer Mediation Center.

Sharleen Jenniges
Area Coordinator, Orr Hall
(x3683)
(sjennig1@uwyo.edu)

Residence Hall Coordinator for Orr and Hill Halls; oversees academic support and programming within the residence halls.

Yashvin Madhak
Area Coordinator, McIntyre Hall
(x2539)
(ymadhak@uwyo.edu)

Residence Hall Coordinator for McIntyre Hall; oversees live-in staff recruitment, pre-service and in-service training, and procedures manual.

RESIDENTIAL FACILITIES

Scott Royce
Associate Director, Facilities
(x3640)
(royce@uwyo.edu)

Administers Residence Life and Dining Services facilities operations.

John Larsen
Manager, Maintenance
(x6498)
(@uwyo.edu)

Manages the general maintenance and repair of Residence Life & Dining Services facilities, buildings, and grounds.

Deb Meryhew
Manager, Facilities
(x6503)
(djm59@uwyo.edu)

Manages the custodial operations for the residence halls; provides facilities management services, including furniture and equipment procurement and the coordination of renovation and remodeling projects.

James Montez
*Assistant Manager,
Facilities / Grounds*
(x2308)
(jmontez@uwyo.edu)

Supervises the carpet replacement and repair operation for Residence Life & Dining Services facilities; provides general maintenance and repair; performs minor construction related to the facilities, systems, grounds, and equipment for the department.

Barbara Sanchez
Facilities / Grounds Supervisor
(x3824)
(barbjean@uwyo.edu)

Supervises custodial duties in White and Downey residence halls and Washakie Center; coordinates moving team.

Sylvia Sanchez
Facilities / Grounds Supervisor
(x6788)
(ssanchez@uwyo.edu)

Supervises custodial duties in Crane, Hill, and McIntyre residence halls and the Health Sciences Living Community.

Lorene Helweg
Facilities Support Manager
(x4343)
(ldhelweg@uwyo.edu)

Manages and provides support for the food services facilities and operational related projects, including, food service related equipment research and purchase, service and safety training. Oversees Residence Life & Dining Services coordination of safety efforts.

Richard Reynolds
Office Associate, Senior
(x2308)
(rreynold@uwyo.edu)

Residence Life & Dining Services Maintenance Desk Supervisor. Receives maintenance work orders, prioritizes and assigns. Maintains database for Residence Life & Dining Services Maintenance department.

Bev Arellano
*Facilities/ Grounds
Supervisor (Apartments)*
(x6601)
(arellano@uwyo.edu)

Oversees custodial operations of the university apartments.

UNIVERSITY APARTMENTS

Michelle Black

Assistant Director, Apartments

(x6613)

(mblack@uwyo.edu)

Oversees operations, programming, and judicial concerns for university apartments.

ADMINISTRATION & CONTRACTS

Michelle Schutt

*Assistant Director,
Residence Life & Dining Services*

(x3048)

(mschutt@uwyo.edu)

Supervises Residence Life & Dining Services reception, marketing and assessment for Residence Life.

Vacant

Coordinator, Marketing

(x3688)

(@uwyo.edu)

Develops promotional materials for Residence Life sponsored programming and events and RHA.

Betty Croslow

Office Associate

(x3175)

(bettyc@uwyo.edu)

Provides reception for department; supervises summer school student room assignments and the Washakie Information Center staff.

DINING SERVICES
www.uwyo.edu/dining

DINING SERVICES
WASHAKIE DINING CENTER & KITCHEN
766-3175
FAX: 766-2436

CATERING
HILL-CRANE DINING ROOM
766-2050
FAX: 766-4341

Office Hours: Monday – Friday, 8 a.m. – 5 p.m.

Dining Services provides an environment to support students' academic, personal, and interpersonal success. The department manages a dining program that includes the Washakie Dining Center, as well as other on-campus eateries and University Catering.

The staff of Dining Services strives to provide the best possible service to our customers – students, faculty, staff, and university guests. Our goal is to support the university's mission through excellent customer service and dedication to our students.

Dining Services offers more than a place to eat. We believe the dining environments are an integral part of the total educational experience at the University of Wyoming. Through activities and programs, as well as high-quality and nutritious meals, we encourage student involvement, personal growth, and academic success.

Eric Webb

Director

(x3059)

(ewebb1@uwyo.edu)

Provides overall administrative direction for the department.

Doug Bruce

Purchasing Manager

(x5094)

(bushido@uwyo.edu)

Purchases all food and supplies for Dining Services.

Deb Ross

Chef, Bakery

(x5095)

(dross@uwyo.edu)

Supervises the staff of the bakery; available to answer questions regarding specific recipes, including ingredients and food preparation techniques.

Vacant

Nutrition Information Specialist

(x6460)

(@uwyo.edu)

Coordinates student dining menus, with special emphasis on nutritional analysis and information; assists students with special dietary needs.

David McCoy

Assistant Manager,

Dining Services

(x5095)

(sidekick@uwyo.edu)

Oversees storage and distribution of product.

Robert Buckardt

Area Supervisor

(x2480)

(buckb@uwyo.edu)

Assists in supervision of bakery staff and coordination of bakery production.

Jo Aelfwine

Office Associate

(x6460)

(Aelfwine@uwyo.edu)

Assistant to the Director of Dining Services.

Vacant

Office Assistant, Senior

(x3945)

Assist with data entry of production records and nutrition education materials.

Charmaine Tupper

Office Assistant, Senior

(x5095)

(char@uwyo.edu)

Data entry and analysis for inventory management system for Dining Services.

Benjamin Marks

Computer Support Specialist

(x3945)

(bmarks1@uwyo.edu)

Oversees technology for Dining Services using Cbord food management program.

WASHAKIE CENTER

Mark Zieres

Chef, Student Dining Services
(x5371)
(zieres@uwyo.edu)

Supervises the staff of the student dining center; works with the menu development team planning weekly menus and monthly specials; available to answer questions regarding specific recipes, including ingredients and food preparation techniques.

Mildred Fred

*Assistant Manager,
Dining Services*
(x3312)
(megm@uwyo.edu)

Oversees setup of student dining center; supervises student dining center servers, runners, dishwashers, and custodial staff.

Phyllis Ricklefs

*Assistant Manager,
Dining Services*
(x3312)
(ricklefs@uwyo.edu)

Assists in supervision of food preparation, coordination of production staff, and menu development.

Cindy Caldwell

*Assistant Manager,
Dining Services*
(x3312)
(cowgrl65@uwyo.edu)

Oversees setup of student dining center; supervises student dining center servers, runners, dishwashers, and custodial staff.

Ted Jussila

Food Service Attendant, Senior
(x3312)
(tjussila@uwyo.edu)

Assists in supervision of student dining center day-to-day operation.

Francisco Gomez

Food Service Attendant, Senior
(x3312)
(eltlachi@uwyo.edu)

Assists in supervision of student dining center day-to-day operation.

Michelle Stevenson
Food Service Attendant, Senior
(x3175)
(msteven6@uwyo.edu)

Assists in supervision of student dining center day-to-day operation.

Vacant
Food Service Attendant, Senior
(x3175)
(@uwyo.edu)

Assists in supervision of student dining center day-to-day operation.

CATERING

Michael Kottenstette
Catering Manager
(x2050)
(mkottens@uwyo.edu)

Oversees all aspects of University Catering including food production processes, training, menu planning, scheduling, and event activities; works with clients to coordinate and market catering services.

David Asmuth
Executive Chef, Catering
(x5251)
(dasmuth@uwyo.edu)

Manages and directs day-to-day food service production in the catering department; prepares meals for all retail cash operations.

Vacant
Chef, Catering
(x2050)
(@uwyo.edu)

Assistant to the executive chef. Responsible for forecasting and ordering of product and daily kitchen operations.

Derek Jones
Coordinator, Conferences and Marketing
(x5466)
(djones32@uwyo.edu)

Assists with the day-to-day management of catering and supervision of catering staff, including scheduling and training, and on-site catering event management.

Emily Laue
Coordinator, Conferences and Marketing
(x2050)
(elaue@uwyo.edu)

Provides office support for catering services; works with customers on details of catered events; assists with logistics and setup of events.

RETAIL OPERATIONS

Ricardo Tristen

Manager,

Retail Operations

(x2145)

(rtrista2@uwyo.edu)

Oversees retail dining operations.

Melody Duncan

Assistant Manager,

Retail Operations

(x5297)

(mduncan@uwyo.edu)

Oversees the daily operations of the Ross Hall Dining Room.

Cara Cassabaum

Assistant Manager,

Retail Operations

(x3021)

(tank@uwyo.edu)

Oversees the daily operations at King Street Market, Book & Bean, and Rendezvous Café.

Vacant

Cashier, Fine Arts Food Cart

(x2476)

(@uwyo.edu)

Oversees the daily operation of the Fine Arts Food Cart.

STUDENT EDUCATIONAL OPPORTUNITY

330 KNIGHT HALL/DEPARTMENT 3808

766-6189

FAX: 766-4010

TTY: 766-3073

www.uwyo.edu/seo

Office Hours: Monday - Friday, 8 a.m. - 5 p.m.

SEO includes: Academic Services, University Disability Support Services, the Educational Opportunity Centers, Upward Bound, the Math Science Initiative Project, the McNair Scholars Program, and Student Success Services. These projects provide services to all special populations of students at the secondary, post-secondary, and graduate levels of education.

Pilar Fores

Interim Director

(x6189)

(pilar@uwyo.edu)

Administratively responsible for the overall direction and coordination of SEO.

Michael Wade

Associate Director

(x6189)

(mwade@uwyo.edu)

Administratively responsible for coordination of the outreach projects of SEO.

Chris Primus

Associate Director

(x6189)

(cfprimus@uwyo.edu)

Administratively responsible for the coordination of disability support services for students and visitors at UW through University Disability Support Services and the Montgomery Technology Center; supervises SEO main office staff.

Vacant

Associate Director

(x6189)

Administratively responsible for database, audits and expenditures and campus programs.

Jill Collins

Accountant

(x6527)

(jcollins@uwyo.edu)

Responsible for accounting functions of SEO.

Scott Burrigh

Information Specialist

(x6189)

(sburrigh@uwyo.edu)

Responsible for information technology services for Student Educational Opportunity staff computing.

Barbara Moeller

Office Associate, Senior

(x6189)

(moeller@uwyo.edu)

Responsible for UDSS administrative assistant functions; assists SEO staff with special projects.

Lisa N. Eva

Office Associate

(x6189)

(leva@uwyo.edu)

Responsible for SEO front-line services; assists staff with the editing of federal grants, publishing needs, and special projects.

**UNIVERSITY DISABILITY SUPPORT SERVICES (UDSS)
(TTY) 766-3073**

Vacant

Coordinator

(x6189)

(@uwyo.edu)

Coordinates and provides sign language interpreter services; provides disability accommodation services to students and visitors through UDSS.

Erin Mills

Coordinator

(x6189)

(elmills@uwyo.edu)

Provides assistive technology in the Montgomery Technology Center; provides disability accommodation services to students and visitors through UDSS.

Amanda Hearne

Coordinator

(x6189)

(obriaman@uwyo.edu)

Coordinates alternative format services; provides disability accommodation services to students and visitors through UDSS.

EDUCATIONAL OPPORTUNITY CENTER (EOC)

Vacant

Project Director
(x3781)
(@uwyo.edu)

Administratively responsible for the direction and coordination of EOC South and EOC North.

Cindy Gustin

Assistant Project Director
(307-332-3976)
(cgustin@wyoming.com)

Assists with administrative support of EOC North; advises EOC clients in Fremont County.

Christi Carson

Site Coordinator
(307-382-1818)
(ccarson@uwyo.edu)

Advises EOC clients in Sweetwater and Lincoln Counties.

Vacant

Site Coordinator

Advises EOC clients in Niobrara, Goshen and Platte Counties.

Teffany Fegler

Site Coordinator
(307-332-3976)
(tfegler@wyoming.com)

Advises EOC clients in Fremont County.

Deb Starks

Site Coordinator
(307-472-0853)
(dstarks1@uwyo.edu)

Advises EOC clients in Natrona County.

Dawn Kiesel

Site Coordinator
(307-686-0254 ext. 1671)
(kieseld@uwyo.edu)

Advises EOC clients for Campbell County.

Ginny Ruckman

Site Coordinator

(307-638-1958)

(gruckman@uwyo.edu)

Advises EOC clients in Laramie County.

Bonnie Straw

Site Coordinator

(307-789-5742, ext. 111)

(bstraw@uintaeducation.org)

Advises EOC clients for Uinta County.

Rebecca Moncor

Site Coordinator

(307-754-6109)

(rmoncur@uwyo.edu)

Advises EOC clients in Park and Bighorn Counties.

Vacant

Assistant Site Coordinator

Advises EOC clients for Sheridan County.

Vacant

Assistant Site Coordinator

Advises EOC clients for Washakie County.

Vacant

Assistant Site Coordinator

Advises EOC clients for Carbon County.

Deb Starks

Assistant Site Coordinator

(307-268-2638)

(dstarks@uwyo.edu)

Advises EOC clients for Natrona & Converse Counties.

**UPWARD BOUND (UB)
MATH SCIENCE INITIATIVE PROJECT (MSIP)**

Allen Price

Project Director

(x6189)

(aprice@uwyo.edu)

Administratively responsible for the direction and coordination of UB and MSIP.

Jessica Rasmussen

Project Coordinator

(x6189)

(ras@uwyo.edu)

Assists with coordination of the administrative operations of UB/MSIP; advises UB/MSIP students in Albany County.

Pam Richardson

Assistant Project Director

(x6189)

(richards@uwyo.edu)

Coordinates the administrative operations of UB/MSIP; advises MSIP students statewide.

Lori Brown-Wirth

Outreach Coordinator

(307-237-2410)

(lbrownwi@uwyo.edu)

Advises UB students in Natrona County.

Wayne Olsen

Outreach Coordinator

(307-332-3938)

(olefish@uwyo.edu)

Advises UB students in Fremont County.

Brandi Roesener

Outreach Coordinator

(307-635-3055)

(roesbran@uwyo.edu)

Advises UB students in Laramie County.

McNAIR SCHOLARS PROGRAM

Zackie Salmon

Project Director

(x6189)

(nomlas@uwyo.edu)

Administratively responsible for the direction and coordination of McNair Scholars Program.

Susan Stoddard

Assistant Project Director

(x6189)

(sjs@uwyo.edu)

Coordinates McNair project activities; provides academic, career, and personal counseling to McNair students.

Vacant

Research Facilitator

(x6189)

Assists scholars with research design and presentation.

STUDENT SUCCESS SERVICES (SSS)

Sandra Straley

Project Director

(x6189)

(sstrale2@uwyo.edu)

Administratively responsible for the direction and coordination of Student Success Services.

Vacant

Coordinator, Student Advising

(x6189)

(@uwyo.edu)

Provides academic, career, and personal advising for Student Success Services.

William Anderson

Coordinator, Student Advising

(x6189)

(wmka@uwyo.edu)

Provides academic, career, and personal advising for Student Success Services.

Ken Zajac
Coordinator, Student Advising
(x6189)
(zajac@uwyo.edu)

Provides academic, career, and personal advising for Student Success Services.

Rita Burleson
Coordinator, Student Advising
(x6189)
(rita@uwyo.edu)

Provides academic, career, and personal advising for Student Success Services.

GEAR - UP

Vacant
Project Director
(x6733)
(@uwyo.edu)

Administratively responsible for the direction and coordination of the GEAR-UP Wyoming grant.

Vacant
Project Coordinator
(x6723)
(@uwyo.edu)

Assists with administrative support of GEAR-UP Wyoming by providing technical support and direction to GEAR-UP Wyoming community college partners with student programming.

Lori Kimbrough
Project Coordinator
(x6736)
(lorik@uwyo.edu)

Assists with administrative support of GEAR-UP Wyoming by providing support and direction to GEAR-UP Wyoming professional development opportunities for K-12 educators.

Vacant
Office Associate, Senior
(x6528)
(@uwyo.edu)

Administrative assistance and accounting for GEAR-UP Wyoming.

STUDENT FINANCIAL AID

174 KNIGHT HALL/DEPARTMENT 3335

766-2116

FAX: 766-3800

TTY: 766-3635

www.uwyo.edu/sfa

Office Hours: Monday - Friday, 8 a.m. - 5 p.m.

The Student Financial Aid staff assists students in obtaining funds to attend the University of Wyoming by coordinating and administering all forms of financial assistance to students. Four broad categories of aid are available: scholarships, grants, loans, and work-study employment.

Over 1000 different scholarship programs, funded through federal, state, institutional, and private sources, are coordinated. Federal Pell and Supplemental Educational Opportunity Grants are available to qualified undergraduate students with significant financial need. Federal Perkins, Stafford, and Parent Loans are available to qualified students enrolled for at least six credit hours. Federal Work-Study employment is available to students with a qualifying level of financial need.

The major criterion for receiving financial aid is need. To establish eligibility, a student should apply for aid by March 1. Students may request advice on managing their personal budgets and in clarifying their rights and responsibilities regarding various aid programs.

ADMINISTRATION

David L. Gruen

Director

(x2118)

(dgruen@uwyo.edu)

Provides direction and coordination of all Student Financial Aid programs and operations; determines financial and athletic aid appeals; constructs annual budgets.

Kathy Bobbitt

Associate Director,

Federal Programs

(x2997)

(bobbitt@uwyo.edu)

Provides leadership for Federal Work-Study, SEOG, BIA, Perkins, and loan programs; monitors bi-weekly packaging process and updates packaging parameters.

Sally Schuman
*Associate Director,
Scholarships*
(x2411)
(sschuman@uwyo.edu)

Provides leadership for scholarship administration, including the development and awarding of scholarships; coordinates Richardson scholarships.

Brian C. Hutton
Programmer Analyst, Sr.
(x3716)
(bhutton@uwyo.edu)

Oversees computer input and output; provides computer training; develops computer reports; recommends hardware and software changes.

Susan Candelaria
Information Specialist
(x3017)
(susie@uwyo.edu)

Provides accounting for federal, state, and local aid accounts; prepares statistical reports; monitors loan defaults; schedules computer projects; prepares scholarship on-line information; counsels students on aid history.

Winter Hansen
Office Associate, Senior
(x2118)
(winterh@uwyo.edu)

Provides clerical support for director; coordinates budget, personnel, and supply activities; coordinates satisfactory academic progress (SAP) appeals.

Daniel Strong
Office Assistant, Senior
(x2833)
(dstrong@uwyo.edu)

Provides clerical support for the associate directors; assists in coordinating scholarship programs.

LOANS/WORK-STUDY

Carrie Behrens
Business Analyst, Executive
(x3506)
(cbehrens@uwyo.edu)

Banner Team Lead; coordinates federal loan authorizations, including Federal Stafford, PLUS, and alternative loans; advises loan applicants and their families; provides leadership for work-study and BIA programs.

Virginia Arthur
Financial Aid Specialist
(x2317)
(vfa@uwyo.edu)

Processes Federal Work-Study forms and payroll; provides advice on work-study processes; records receipt of BIA funds; processes forms as requested by the Department of Family Services.

Sara Muhsman
Financial Aid Specialist
(x3827)
(smuhsman@uwyo.edu)

Processes Federal Stafford, PLUS, and alternative loan applications; advises loan applicants.

Corina Trujillo
Financial Aid Specialist
(x3886)
(ctrujill@uwyo.edu)

Processes Federal Stafford, PLUS, and alternative loan applications; advises loan applicants.

OUTREACH

Laurie Jaskolski
Assistant Director
(x6727)
(lreh@uwyo.edu)

Provides financial aid advice and coordinates aid to off-campus students; coordinates presentations; decides satisfactory academic progress (SAP) appeals; coordinates aid refunds.

Vacant
Office Assistant, Senior
(x2414)
(@uwyo.edu)

Processes incoming application and financial aid materials; maintains student records and files; supervises document imaging processes.

Erin Schreinert
Office Assistant, Senior
(x3790)
(eschrein@uwyo.edu)

Serves as office receptionist, providing information and referral as appropriate; coordinates mail and manages the front counter area.

PELL GRANTS/VETERANS BENEFITS

Mary Candelaria
Assistant Director
(x3015)
(candy@uwyo.edu)

Coordinates Federal Pell Grant and veterans/national guard educational benefits programs; provides financial aid advice; resolves immigration, Social Security, and Selective Service status questions.

Susan Beliaj
Financial Aid Specialist
(x3016)
(sbeliaj@uwyo.edu)

Processes veterans/national guard educational benefits certifications; advises Federal Pell Grant applicants and veterans.

Linda Voigt
Financial Aid Specialist
(x2424)
(lvoigt@uwyo.edu)

Reviews federal aid application data; processes corrections and updates; requests missing data; advises Federal Pell Grant applicants; records award acceptances/rejections.

Denise Jairell
Financial Aid Specialist
(x3016)
(djairell@uwyo.edu)

Verifies and documents student application data; reviews tax returns; provides advice on verification process.

SCHOLARSHIPS

Tammy Mack
Assistant Director
(x2412)
(westmack@uwyo.edu)

Coordinates scholarship programs such as Hathaway, W.U.E., Nebraska Good Neighbor, athletic aid, fellowships, and special scholarship events; edits scholarship on-line information; advises scholarship applicants.

Christy Nordmann
Financial Aid Specialist
(x3674)
(nordmann@uwyo.edu)

Assists in coordinating scholarship programs, honor scholarships, graduate assistantships, Americorps, and Vietnam Veteran awards; advises scholarship applicants.

Veronica Sherwood
Financial Aid Specialist
(x2117)
(sherwood@uwyo.edu)

Assists in coordinating scholarship programs, such as the Superior Student in Education, Sundin, and Vocational Rehabilitation; assists with employee waivers; advises scholarship applicants.

Laura Cowles
Financial Aid Specialist
(x3650)
(lcowles@uwyo.edu)

Assists in coordinating W.U.E., Nebraska Good Neighbor, and scholarship programs, and Western Heritage packages; advises scholarship applicants.

Lucy Wagner
Financial Aid Specialist
(x3393)
(lwagner7@uwyo.edu)

Assists in coordinating the Hathaway program as well as the Academic Competitiveness Grant and the SMART Grant.

STUDENT HEALTH SERVICE

STUDENT HEALTH BUILDING/DEPARTMENT 3068

766-2130

FAX: 766-2711

www.uwyo.edu/shser

UNIVERSITY WELLNESS CENTER

HALF ACRE GYMNASIUM

(766-3546)

Office Hours

Fall and Spring: Monday - Wednesday, and Friday, 8 a.m.- 5 p.m.

Thursday, 9 a.m. – 5 p.m.

(ONLY urgent cases are seen after 4:30 p.m.)

University Breaks: 8 a.m.- 5 p.m.

(excluding the noon hour)

Summer: Monday – Friday, 7:30 a.m.- 4:30 p.m.

(excluding the noon hour)

CLOSED WEEKENDS AND HOLIDAYS THROUGHOUT THE YEAR

MEDICAL CARE DURING OFF HOURS

Contact

the Emergency Room at Ivinson Memorial Hospital

(742-2141 ext. 2222)

or

NURSE ADVICE LINE

(766-2130)

The Student Health Service provides comprehensive out-patient services to all full-time and eligible part-time students. Diagnostic and treatment services are available for acute and chronic illnesses and injuries. Nominal charges are assessed for allergy immunotherapy, laboratory, and x-ray diagnostic procedures; psychiatric and orthopedic clinics; and bandages, crutches, ace bandages, etc. A pharmacy

is also available for student use at reduced costs. In addition to services of the full-time medical staff, the Student Health Service offers specialty services in orthopedics, psychiatry, and nutrition. Students with medical issues that cannot be treated on an out-patient basis are referred to Iverson Memorial Hospital. The student is responsible for any charges incurred at a physician's office or hospital.

The **University Wellness Center** is also a component of the Student Health Service. The Wellness Center works to foster health promotion and offer preventative services to the student community. Wellness is a state of optimal well-being and has been defined by the National Wellness Association as "an active process of becoming aware of and making choices toward a more successful existence." The activities of the Wellness Center are guided by a multidimensional model, which includes physical, emotional, intellectual, spiritual, and social wellness.

Joanne E. Steane, M.D. <i>Director</i> (x2130) (jesteane@uwyo.edu)	Administratively responsible for the operation of the Student Health Service; provides direct patient care.
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Vacant <i>Chief of Medical Services</i> (x2130)	Provides direct patient care.
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Michael Meyer <i>University Physician</i> (x2130) (mmeyer13@uwyo.edu)	Provides direct patient care.
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Daniel G. Radosevich, M.D. <i>University Physician</i> (x2130) (dgradose@uwyo.edu)	Provides direct patient care.
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Nancy McGee <i>Psychiatric Nurse Practitioner</i> (x2130) (nmcgee@uwyo.edu)	Provides direct patient care.
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Amy Robohm, RN, APRN <i>Nurse Practitioner</i> (x2130) (arobohm@uwyo.edu)	Provides direct patient care.
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Brenda Vance, PA-C

Physician Assistant

(x2130)

(bvance@uwyo.edu)

Provides direct patient care.

Don Porter, RPh

Pharmacist, Senior

(x6602)

(dporter1@uwyo.edu)

Directs the operation of the Student Health Service Pharmacy.

Kate Dillinger

Pharmacy Technician

(x6602)

(kdilling@uwyo.edu)

Provides pharmaceuticals for patient care.

Cecilia Schlup

Nursing Supervisor

(x2130)

(cschlup@uwyo.edu)

Provides direct patient care and nursing supervisor.

Janell Sherlock, RN

Registered Nurse

(x2130)

(jsherlo2@uwyo.edu)

Provides direct patient care with staff physicians and consultants.

Angel Callaway, LPN

Licensed Practical Nurse

(x2130)

(acallawy@uwyo.edu)

Provides direct patient care.

Robin Newland, LPN

Licensed Practical Nurse

(x2130)

(newland@uwyo.edu)

Provides direct patient care.

Mary Brinkman, RN

Relief Registered Nurse

(x2130)

(mbrink@uwyo.edu)

Provides direct patient care.

Sandra Honken, RN

Relief Registered Nurse

(x2130)

(honken@uwyo.edu)

Provides direct patient care.

Dixie Burch, CNA

Nursing Assistant

(x2130)

(dixie@uwyo.edu)

Provides direct patient care.

Rosa Edgar, CNA

Nursing Assistant

(x2130)

(edgar@uwyo.edu)

Provides direct patient care.

K. Kim Kellogg

Business Manger

(x2446)

(kkellogg@uwyo.edu)

Is responsible for business operations of Student Health Service.

Kim McConahay

Office Associate, Senior

(x6587)

(mckim@uwyo.edu)

Serves as secretary to the director; supervises clerical staff; provides administrative assistance to the unit.

Ruth J. Massie

Medical Transcriptionist

(x2920)

(rjmassie@uwyo.edu)

Transcribes patient records as dictated by health care providers.

LaRamie Vialpando

Accounting Associate

(x2545)

(slvialp@uwyo.edu)

Is responsible for charges and student accounts.

Diane Patrias

Office Assistant, Senior
(x2130)
(dpatrias@uwyo.edu)

Answers phone, makes appointments, and maintains medical charts.

Vivian Madrid

Office Assistant, Senior
(x2130)
(vmadrid@uwyo.edu)

Answers phone, makes appointments, and maintains medical charts.

Joell Knaub

Office Assistant, Senior
(x2130)
(jknaub@uwyo.edu)

Answers phone, makes appointments, and maintains medical charts.

Ernie Henderson

*Computer Support Specialist,
Senior*
(x6828)
(ehender@uwyo.edu)

Maintains and updates department servers, computers, hardware and software; designs and delivers computer training.

UNIVERSITY COUNSELING CENTER

341 KNIGHT HALL/DEPARTMENT 3708

766-2187

FAX: 766-3412

www.uwyo.edu/ucc

Office Hours: Monday - Friday, 8 a.m. - 5 p.m.

**AFTER HOURS CRISIS LINE: call 766-8989 and ask for the
Counselor on call**

The University Counseling Center (UCC) provides counseling and outreach programming to the campus community. Students who are encountering academic, personal, social and emotional difficulties or who need to talk to someone regarding life concerns may receive free individual, group and couples counseling through the UCC. Drop-in emergency hours and scheduled appointments are available daily. Most individual counseling is short-term and time-effective, usually lasting 8 – 10 sessions. After hours emergencies (risk to self and/or others) are handled by calling 766-8989 and asking for the *counselor on call*. Located in Room 341 of Knight Hall, appointments may be made in person Monday through Friday from 8:00 a.m. – 5:00 p.m.

The UCC staff consists of licensed psychologists and counselors, as well as experienced graduate level students.

Also available is consultation and outreach programming to the campus community free of charge. Current programming includes the GATEKEEPERS = LIFESAVERS / Suicide Prevention training. This training, open to all individuals on campus, educates participants on the signs and symptoms of suicide and how to assist someone of concern in getting help. For more information on types of programs and consultative services available call the UCC and ask to speak with our Outreach Coordinator.

The Alcohol, Wellness Alternatives, Research, and Education (AWARE) program, promotes the message of personal wellness via guidance, education, research, and collaboration focused on healthy choices about the use of alcohol and other drugs. The AWARE staff provides alcohol and substance abuse assessment and education to interested students and those referred due to an alcohol or drug violation.

Dan Socall, Ph.D.
Director/ Psychologist
(x2187)
(dsocall@uwyo.edu)

Administratively responsible for the direction and coordination of the center; coordinates clinical services; provides general student counseling, outreach, and consultation services; consulting psychologist with Student Health Service.

Anne C. Bunn, Ph.D.
Interim Director / Psychologist
(x2187)
(annecb@uwyo.edu)

Provides general student counseling, outreach and consultation services; consulting psychologist with Student Health Service.

Keith Evashevski, Psy.D.
Psychologist, Senior/ Training Coordinator
(x2187)
(keski@uwyo.edu)

Provides general student counseling, outreach, and consultation; coordinates outreach services and training program.

Elizabeth Haviland, Ph.D.
Psychologist / Assessment Coordinator
(x2187)
(havigland@uwyo.edu)

Provides general student counseling, outreach, and consultation; coordinator of UCC assessment and data collection.

Brenda Tracy
Mental Health Counselor / Outreach Coordinator
(x2187)
(btracy1@uwyo.edu)

Provides general student counseling, outreach, and consultation; coordinator of outreach programming.

Kiphany Roberts
Advanced Clinical Practicum Student
(x2187)
(drober19@uwyo.edu)

Provides general student counseling, outreach, and consultation.

Erin Kasza
Advanced Clinical Practicum Student
(x2187)
(ekasza@uwyo.edu)

Provides general student counseling, outreach, and consultation.

Mark Ritchie
*Advanced Clinical
Practicum Student*
(x2187)
(marrit@uwyo.edu)

Provides general student counseling, outreach,
and consultation.

Lisa Paul
UCC Graduate Assistant
(x2187)
(lisapaul@uwyo.edu)

Provides general student counseling, outreach,
and consultation.

Caroline Johnson
Office Associate
(x2187)
(cjohnson@uwyo.edu)

Administrative assistant for the director;
responsible for accounting operations, personnel
records, and supervision of office staff.

Lynnda Burnison
Office Assistant, Senior
(x2187)
(lburni@uwyo.edu)

Department receptionist; provides clerical
support to staff.

ALCOHOL, WELLNESS ALTERNATIVES, RESEARCH AND EDUCATION (AWARE)

Lena Edmunds
*Coordinator, Alcohol, Wellness
Alternatives, Research and
Education Program*
(x2187)
(aware@uwyo.edu)

Coordinates the programs and services of the
Alcohol, Wellness Alternatives, Research and
Education (AWARE) program, providing
assessment, referral, counseling, campus
consultation, and training for alcohol/drug
related concerns; chairs the A-TEAM, a
community coalition focused on preventing
underage use and the abuse of alcohol

Carolyn Little
Graduate Assistant
(x2187)
(clittle@uwyo.edu)

Assists with AWARE program and services.

Shannon Cooney
AWARE Graduate Assistant
(x2187)
(shannoc@uwyo.edu)

Graduate assistant for the AWARE program.

Laura Scharf
Graduate Assistant
(x2187)
(lscharf@uwyo.edu)

Assists with AWARE program and services.

WYOMING UNION

INFORMATION DESK: 766-3160
DIRECTOR'S OFFICE: 766-3765
CAMPUS ACTIVITIES CENTER: 766-6340
FACILITY RESERVATIONS: 766-3161
DEPARTMENT 3105

FAX: 766-3762
www.uwyo.edu/union

Union Facility Hours

Monday - Thursday, 7 a.m. – midnight

Friday, 7 a.m. – 2 a.m.

Saturday, 7 a.m. – 10 p.m.

Sunday, noon - midnight

Serving as a community center for all campus constituencies and as a vehicle for providing opportunities for learning and growth, the Wyoming Union has a long standing tradition as a unifying force to encourage the campus community to gather formally and informally, exchange ideas, identify and resolve problems, meet socially, and enjoy programs and activities.

The Wyoming Union offers recreation, meeting, and conference facilities, food services, an art gallery, and lounges. The Campus Activities Center, located on the lower level of the Union, serves as the hub of student activities. Personnel in the Campus Activities Center offer guidance and assistance to student organizations and groups with their programs, activities, and functions. An office space in the Campus Activities Center is available to student organizations. The Center for Volunteer Services is also administered by the Campus Activities Center.

The Wyoming Union houses the University Bookstore, Multicultural Resource Center, Women's Center/Non-traditional Student Center, ASUW Student Government offices, Student Publications, the Copy Center, ASTEC, a branch of First Interstate Bank and various food services.

Darcy DeTienne

Director

(x3765)

(darcyde@uwyo.edu)

Administratively responsible for the direction and coordination of the Wyoming Union; administers Union facilities and operations.

Kim Zafft

Associate Director
(x3765)
(zafft@uwyo.edu)

Administers Union facilities and operations.

Adrienne Zeller

Event Coordinator
(x3161)
(azeller@uwyo.edu)

Union reservationist; manages Union events office, meeting and conference setup, and event support.

Trent Grabau

Facilities Services Supervisor
(x3761)
(tagrabua@uwyo.edu)

Coordinates operational functions and setups for the Wyoming Union.

Vacant

*Facilities Services Supervisor,
Evening/Weekend*
(x3761)
(@uwyo.edu)

Coordinates operational functions and setups for the Wyoming Union.

Stacy Christensen

*Manager, Union Gardens &
Billiard Hall*
(x3874)
(schrist4@uwyo.edu)

Coordinates Union Gardens food and beverage service; oversees billiard hall operations.

Robert Perea

Office Assistant, Senior
(x3161)
(rperea1@uwyo.edu)

Is responsible for collecting information from customers to properly schedule meeting rooms, billing and proper record keeping.

George Longpre

Business Manager
(x3766)
(gjl@uwyo.edu)

Is responsible for Union accounting and financial operations.

<p>John Jenkin <i>Supervisor, Union Information Desk</i> (x3160) (jjenkin@uwyo.edu)</p>	<p>Manages campus information services; oversees box office operation.</p>
<p>Carolyn Hazlett <i>Office Assistant, Senior</i> (x3765) (aterre@uwyo.edu)</p>	<p>Serves as the administrative assistant to the director and associate director; assists with accounting office operations.</p>
<p>Angelita Pacheco <i>Custodial Manager</i> (x3760) (apacheco@uwyo.edu)</p>	<p>Is responsible for Wyoming Union facilities and maintenance.</p>
<p>Fernando Aranda <i>Custodian Supervisor</i> (x3760) (faranda@uwyo.edu)</p>	<p>Is responsible for daily cleaning and maintenance of the building.</p>
<p>Patricia Norman <i>Custodian</i> (x3760) (pnorman@uwyo.edu)</p>	<p>Is responsible for daily cleaning and maintenance of the building.</p>
<p>Daniel Corcilius <i>Custodian</i> (x3760) (dcorcili@uwyo.edu)</p>	<p>Is responsible for daily cleaning and maintenance of the building.</p>
<p>Humberto Leyba <i>Custodian</i> (x3760) (hleyba@uwyo.edu)</p>	<p>Is responsible for daily cleaning and maintenance of the building.</p>
<p>Ronnie Wiseman <i>Custodian</i> (x3760) (rwiseman@uwyo.edu)</p>	<p>Is responsible for daily cleaning and maintenance of the building.</p>

Vacant
Custodian
(x3760)
(@uwyo.edu)

Is responsible for daily cleaning and maintenance of the building.

CAMPUS ACTIVITIES CENTER (CAC)
766-6340

Brandon Kosine, Ph.D.
Associate Director
(x6340)
(bkosine@uwyo.edu)

Directs all activities and operations for CAC; advises ASUW Concerts and Convocations committee; serves as a resource advisor to RSO's; serves on the Homecoming committee and coordinates Safe Zone program.

Michael Lange
Coordinator, Student Activities/Programs
(x2752)
(mlange@uwyo.edu)

Advises Student Activities Council, ASUW program commissions, and ASUW Gallery.

Elizabeth Atwood
Late Night Programs Coordinator
(x6340)
(ebennett@uwyo.edu)

Plans and implements late night programs for campus community.

Katie Kleinhesselink
Community Service Coordinator
(x6340)
(kkleinhe@uwyo.edu)

Facilitates the development of community service and leadership opportunities by connecting students, faculty, and staff with community service opportunities within Laramie and across the region and nation.

Nellie Simon
Assistant Project Coordinator
(x6340)
(nsimon@uwyo.edu)

Facilitates the development of community service and leadership opportunities by connecting students, faculty, and staff with community service opportunities within Laramie and across the region and nation.

Gwen MacLean
Office Assistant, Senior
(x6340)
(gmaclean@uwyo.edu)

Manages the CAC; provides support for ASUW and Union activities programmers and committees; maintains student organization files and resources.

