# Quick Help Point of Contact List

## Dean
- Scheduling time with the Dean
- Listservs permission
- Public Relations, Media, Communications
- Directory
- Advancement

### Jonathan M. Samet
- Cindie Perry (Executive Assistant)
- Nancy Katz (Senior Business Professional)
- Tonya Ewers
- Center and Department Access
  - Unit Administrators
  - Tonya Ewers & Avery Artman
  - Tonya Ewers
  - Lisa Vandetty

## Associate Dean for Administration and Finance

### Christine Gillen

#### Human Resources
- HCM & Personnel Management
- Badge, Keys and Building Access
- Recruitment
  - Classified & University staff
  - Student Workers & Temporary Employees
  - Faculty
- Employee Relations and Benefits
- Performance Plans & Conflict Management
- FMLA, Workman’s Comp and ADA claims
- Payroll and Compensation

### Kevin Young & Thuy Nguyen
- Thuy Nguyen, Brendan Green, & Kevin Young
- Kevin Young & Thuy Nguyen
- Bettina-Martine Warden & Brendan Green
- Kevin Young & Thuy Nguyen
- Kevin Young, DEN/AMC HR, & Ombuds
- Kevin Young & Thuy Nguyen
- Thuy Nguyen & Kevin Young

#### Accounting and Finance
- Budget and Funding Distribution
- Accounting, Finance & Grant Management
- Procurement and Travel Approvals

### Christine Gillen
- Christine Gillen
- Peter Hahn
- Peter Hahn

#### Grant Management
- Grants Management
- Pre & Post Award
- Office of Grants and Contracts
- COMIRB (Campus IRB Approval)
- Office of Regulatory Compliance (ORC)

### Peter Hahn
- Richard Sasscer & Elizabeth Bekele
- [https://research.cuanschutz.edu/ogc](https://research.cuanschutz.edu/ogc)
- [https://research.cuanschutz.edu/comirb](https://research.cuanschutz.edu/comirb)
- [https://research.cuanschutz.edu/regulatory-compliance](https://research.cuanschutz.edu/regulatory-compliance)
Associate Dean for Faculty Affairs  Carolyn DiGuiseppi

☐ Tenure and Promotions  Bettina-Martine Warden

Associate Dean for Admissions and Student Affairs  Dani Brittain

☐ Admissions  Maggie Kucharski
☐ Career Services  Katie Brumfield
☐ Student Engagement  Vacant
☐ Student Assistance  Janet Walters
☐ Program Evaluation and Academic Affairs  Chloe Bennion & Brenda Witt

Associate Dean for Research (Research Collaborations)  Cathy Bradley

☐ Research Administration  Michelle Kuba

Other Resources

Campus Support  Individual Units/ Administrators

☐ Office Space  ColoradoSPH Space Committee
☐ Facilities & Space  CU Denver Printing Services
☐ Business Cards  Please work with the Department Admin or Program Admin when ordering

http://www.ucdenver.edu/about/departments/printing/Pages/PrintingServices.aspx
☐ Campus Library  http://hslibrary.ucdenver.edu/
☐ Conference Room Scheduling/Requests  EMS: Individual Units/ Administrators
☐ Ergonomics  Individual Units/ Administrators
  o University Representative  Doug Kasyon (303.724.9686)
☐ IT Support within ColoradoSPH  AMC - 303.724.HELP
  SOM - https://medschool.zendesk.com
☐ Office Supplies  Individual Units/ Administrators
☐ Website Questions (General & Faculty Webpages)  Individual Units/ Administrators
☐ Working out on Campus  Anschutz Health & Wellness Center
  http://www.anschutzwellness.com/

Employee Assistance  facultystaff.assessment@ucdenver.edu

☐ Faculty and Staff Threat Assessment Team  Questions@becolorado.org
  (Chat) (833-533-CHAT (2428)
☐ Real Help Hotline
Campus Assessment, Response & Evaluation Team: Link: ucdenver.edu/CARE

The Phoenix Center at Anschutz Link: Phoenix Center (cuanschutz.edu)

Office of Equity (Title IX) Link: equity.ucdenver.edu

Colorado Employee State Assistance Program Link: https://www.colorado.gov/c-seap

Colorado School of Public Health General Resources for Faculty and Staff
https://coloradosph.cuanschutz.edu/resources/for-faculty-staff