Directory

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# People

## Faculty & Staff

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## Graduate Students

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### PLACES

#### Laboratories/Shops

LABORATORY SAFETY DIRECTOR & TRAINING: **Arndt Schimmelmann, GY 321, 855-7645**

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DIRECTORY OF SERVICES

ALUMNI RELATIONS
   Karla Lewis, Alumni Development Coordinator, GY 127, 855-1475

BUSINESS OFFICE, ROOM GY 129, 855-5582
   Office Hours:  Monday – Friday, 8:00 AM – 12:00 PM and 1:00 PM – 5:00 PM
   Erica Kendal, Purchasing Representative, Office Assistant

   Campus mail
   Copier Codes (located in room GY 108)
   Departmental van reservations
   Fax, department fax number: 812-855-7899
   First class mail (see MAIL section below for further information)
   Mailboxes for Faculty, Staff, and Graduate Students
   Office supplies
   Parking decals (personal, $7/day; guests/visitors)
   Reimbursements/refunds processing
   Requisitions for classroom and lab supplies/equipment
   Travel requests and information
   Vehicle registrations for field trips

CHAIR'S OFFICE, ROOM GY 121, 855-5581
   Lisa Pratt, Chair, 855-5581
   Dianne Dupree, Administrative Secretary to Chair, 855-5581

CLASS SCHEDULING
   Bob Wintsch, GY 325, 855-4018

COMPUTER LAB
   Computers for student use may be found in the UITS computer lab, GY 226, and the Student Resource Room, GY 313.

CONTRACTS AND GRANTS
   Megan Divine, GY 123, 856-5415
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GEOLOGY-UNDERGRAD-L@INDIANA.EDU Undergraduate Students
GEOLOGY-GRAD-L@INDIANA.EDU Graduate Students
GEOLOGY-FACULTY-L@INDIANA.EDU Faculty Members
GEOLOGY-STAFF-L@INDIANA.EDU Staff Members

ELECTRONICS SHOP
GY 414, 855-1476
Terry Stigall, Geophysics Electronics Technician,
Equipment support and testing
Electronics parts and storeroom
Geophysics equipment support
Computer network hardware
Electronic instrument repair and design

FAX, DEPARTMENT OF GEOLOGICAL SCIENCES: 812-855-7899
Outgoing faxes are sent through the IU Fax Service: https://fax.iu.edu/fax/PersonalView.aspx
Incoming faxes are retrieved by the Business Office staff and put in mailboxes.

FISCAL OFFICER
Pam Christenberry, GY 125, 855-4334

GEOLOGIC FIELD STATION PROGRAM
Bruce Douglas, Director
Karla Lewis, Accounting Associate, GY 127, 855-1475
Mark Toensing, Resident Manager

Judson Mead Geologic Field Station
633 South Boulder Rd.
Cardwell, MT, 59721,
406-287-3323
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Stephen G. Wells

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Jane Sieverding, 1st Past President
Tom Skirvin, Vice President
Lisa Pratt, Executive Director

Advisory Board meetings and activities are scheduled through the Chair’s Office.

GEOLOGY BUILDING LIAISON
John Hettle, GY 108A, 855-5581;
After hours call: 855-8728

FedEx/UPS pick-up and delivery
Keys (temporary and long-term check-out)
Report building conditions, such as air conditioning, heat problems, water leakage, or safety hazards/potential hazards.

GRADUATE STUDIES
Simon Brassell, Director, GY 409, 855-5141; geodgs@indiana.edu
TBD, Graduate Services Coordinator, GY 107, 855-7214

Associate instructor and research assistant appointments, fellowships, authorizations for G-901, fee scholarships, student handbooks, student office assignments, textbook orders and more.

GRAPHICS AND WEB DESIGN
Ruth Droppo, MSBiil 402, 855-0154, rdroppo@indiana.edu
HEALTH and SAFETY ISSUES, GEOLOGY BUILDING
Arndt Schimmelmann, GY 321, 855-7645
John Hettle, GY 108, 855-3330

HONORS ADVISOR
David Bish, GY209, 855-2039

IT SERVICES – INFORMATION TECHNOLOGY
Jon Cameron, IT Manager GY 538, 856-0223
John Walker, IT Support GY 540, 855-0665
Email – GEOLHELP@indiana.edu

LABORATORY SAFETY DIRECTOR & TRAINING
Arndt Schimmelmann, GY 321, 855-7645

LISTSERV MANAGEMENT
Dianne Dupree, GY123, 855-5581

MAIL
Campus Mail
Outgoing campus mailbox is located on the bottom row of mailboxes in room GY 129B. Campus Mail is delivered to and outgoing mail is picked up at approximately 9:30 AM;

USPS
Stamped
Room GY 129B: stamped mail may be placed in the mail box on the far left side bottom row. This mail is picked up each morning around 10:00 am when the daily mail is delivered to the department by the U.S. Postal Service. There is no delivery or pick up when the Business Office is closed or on Federal Holidays.

Unstamped
Outgoing, unstamped U.S. mail should be marked with an appropriate billing account number and placed in the box marked “Mail to be Metered” in room GY 129B. Pick up usually occurs around 10:00 am.

PAYROLL, PAYROLL RECORDS, TIMESHEET ISSUES
Dianne Dupree, GY 123, 855-5581
PERSONNEL APPOINTMENTS

- Academic (Faculty): Pam Christenberry
- Student Academic (AI, Fellowships, RA, GA, Visiting): Megan Divine
- Temporary Staff (bi-weekly): Dianne Dupree
- Support Staff (bi-weekly): Pam Christenberry
- Field Station (Academic, Student Academic, hourly): Karla Lewis

REFUNDS/REIMBURSEMENT PROCESSING

- Erica Kendall, Purchasing Representative, GY 129, 855-5582

REQUESTS FOR MONETARY SUPPORT

- Pam Christenberry, Fiscal Officer, GY 125, 855-4334

STUDENT LOUNGE – ROOM GY 213

- See John Hettle, GY 108A to check out keys.

STUDENT RECORDS

- Simon Brassell, Graduate Advisor, GY 409, 855-5141
- James Brophy, Undergraduate Advisor, GY 309, 855-6417
- TBD, Graduate Services Coordinator, GY 107, 855-7214

UNDERGRADUATE STUDIES

- Director: James Brophy, GY 309, 855-6417
- Undergraduate Advisor: Kathy Davis, GY 109, 855-2391
# GEOLOGICAL SCIENCES FACULTY & STAFF BY CATEGORY

## Faculty

**CHAIR:** Lisa Pratt

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## Research Scientists & Lecturers

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### Research Associates and Post-Doctoral Fellows

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