

DEPARTMENT CONTACTS

Department Staff

Pat Brainard, Department Administrator/Manager (Room 2344 GGB) pbrainar@umich.edu
Pat assists the chair in planning and managing the Department's administrative operations, supervises the departmental staff and coordinates efforts to streamline administrative operations.

Rosalind Perry Martin, Administrative Assistant to Chair (Room 2340 GGB) rpmartin@umich.edu
Rosalind provides administrative support to the Chair and is the central point of organization for the department. She manages the Chair's calendar, coordinates department events, maintains the bulletin boards in GG Brown and oversees the department lost and found.

Sherry Brueger, Faculty Support Coordinator (Room 2340 GGB) sbrueger@umich.edu
Provides administrative support to all faculty and assists with department activities. Sherry also purchases supplies, processes reimbursements for faculty and students as well as HR documentation including I-9s.

Allison Lyons, Marketing and Communications Specialist (Room 2345 GGB) adlyons@umich.edu
Allison handles marketing and communications for the department. She maintains the department Twitter and Facebook accounts, and assists with posting news items to the department website.

Jessica Taylor, Graduate Coordinator (2332 GGB) jrand@umich.edu
Jessica coordinates all aspects of students' graduate programs in CEE. This includes coordinating admissions and recruiting, scheduling qualifying and preliminary examinations, processing GSI and GSRA appointments (including I-9s), Master's student degree audits, and coordinating the annual PhD evaluation process. Please see Jessica for student desk keys. Jessica also coordinates various grad student recruiting and informational events.

Matt Blank, Undergraduate Coordinator (Room 2334 GGB) blankm@umich.edu
Matt is responsible for all undergraduate student services including coordinating the department schedule of classes. He assists the Undergraduate Program Advisor. Matt can also help you with a class permission (override) and with reserving classrooms.

Angela Jeon, Student Services Assistant (Room 2330 GGB) angelsoy@umich.edu
Angela assists with administrative tasks associated with both undergraduate and graduate student services. This includes issuing room & building keys, troubleshooting registration issues, grad student photo boards, defense scheduling, and assisting student groups. Grad students should also see Angela if they need a standard letter from the department for any variety of reasons.

Stephanie Ford, Research Administrator (Room 2312 GGB) zeeford@umich.edu
Stephanie is primarily responsible for research accounting for the faculty.

Tabitha Rohn, Financial Specialist (Room 2328 GGB) trohn@umich.edu

Tabby works as part of both the Financial & Students Services teams. She assists Stephanie with grants and contracts and assists Pat with general accounting management. Tabby assists Student Services with financial support of fellowships and GSI & GRSA appointments.

Jocelyn Jacobs, Grants Specialist (Room 2314 GGB) jmariej@umich.edu

Jocelyn is primarily responsible for research accounting for the faculty.

Rebi Varghese, Desktop Support Specialist (215 EWRE) rvarghes@umich.edu

Rebi is the main computer support for the department. He provides support to the faculty, staff and students and is the central point of contact with CAEN for the department. He deals with hardware and software questions and is also in charge of the network for the department. Rebi is the main administrator of the CEE website and the main point of contact for A/V equipment questions, and most other computer related technical questions within the department.

TECHNICIANS

Rick Burch, Lab Technician (68 EWRE) rburch@umich.edu

Rick assists students with a variety of technical needs, resolves design problems and malfunctions in specialized equipment. He also performs repair and maintenance work on laboratory equipment. Rick is responsible for determining safe operating procedures for test equipment; and monitoring and enforcing codes.

Bob Fischer, Lab Technician (1302 GGB) rfischer@umich.edu

Bob selects materials, methods and equipment to be used in laboratory experiments and research projects. He provides functional supervision of students in the department labs, including assistance with experiments and safety procedures. Bob is responsible for constructing and facilitating the construction of prototypic structural components.

Jan Pantolin, Technical Services Supervisor (1304 GGB) jpantoli@umich.edu

Jan supervises the teaching and research laboratories in Geotechnical, Hydraulic, Materials and Structural Engineering. Jan is a primary contact for safety as well as a facilities representative for the G.G. Brown building.

Bob Spence, Lab Technician (1304 GGB) bspence@umich.edu

Bob performs complex laboratory assignments and selects materials, methods & equipment for use in research projects. He also provides functional lab supervision to students and manages safety issues and training.

Tom Yavaraski, Laboratory Services Supervisor (209 EWRE) recycler@umich.edu

Tom coordinates the operations of analytical facilities and equipment for the department. He is the first contact for safety issues when working in the laboratory and/or working with hazardous compounds. He also coordinates the training, operation and repair of the analytical equipment in the environmental laboratories. Tom is the facility representative for EWRE and an emergency response floor marshal.