

Instructional and Research Services

Michael Harrell*
Facilities Project Engineer/Architect

Manage both on and off campus departmental facilities. Primary point of contact for services related to instructional and research hardware laboratories, coordination of facilities, safety and security issues and interaction with Physical Plant and Custodial Services.

Eric Steig
Chair, ESS

Fang-Zhen Teng
Associate Chair (Graduate Program)

Drew Gordon-Lewis
Associate Chair (Undergraduate Program)

Assistant to Chair

Chris Wren*
Assistant to the Chair

Academic Human Resources, visa processing, ASE appointments, faculty meetings, awards and scholarships, advancement and development, back-up on pre-award grant application processing.

Summer Caton
Administrative Assistant 2

Administrative support, maintain and update departmental website and social media pages, assist with department communication and outreach, coordinate department colloquium, visa processing.

Marche Cantiberos
Student Office Assistant

Assists in the duties of the office.

Kellie Cutsinger
Student Office Assistant

Assists in the duties of the office.

Administration

Scott Dakins*
Administrator

Business, Human Resources, Finance, and Operations Manager for the Department.

Eunice Yang
Budget/Fiscal Unit Supervisor

Pre-award proposal preparation, budget implementation and fiscal oversight of all sponsored research projects, sub-award coordination managing complex purchase, monitoring compliance with federal, state, and UW regulations and procedures, and analysis and close out activities of award, payroll support.

Nicky Nipaporn
Fiscal Specialist 2

Purchasing, travel reimbursement, and Procard functions, complex purchases and monitoring compliance with federal, state, and UW regulations and procedures.

Hazel Valdez
Fiscal Specialist 2

Purchasing, travel reimbursement, and Procard functions, complex purchases and monitoring compliance with federal, state, and UW regulations and procedures.

Student Services

Noell Bernard-Kingsley*
Academic Services Director

Advising, academic, and student services manager for the department, coordinates graduate student recruitment/admissions and advising, student conduct processes, and student/academic policy development. Oversees undergraduate advising, academic, and student services.

Melissa Pritchard
Undergraduate Counseling Services Coordinator

Undergraduate programs, undergraduate advising, minors, pre-majors, non-matriculated/access registration requests, curriculum.

Kristin Evans
Student Services Support, Program Coordinator, Time Schedule Coordination

Time schedule requests, teaching matrix and time schedule production, faculty codes, add codes, course advising announcements, announcements for ESS student committees

Technology Services

Nathan Briley*
Sr Computer Specialist

Desktop and server support. Academic support for computer labs, classrooms, and Canvas. Primary contact for backup infrastructure, networking, HPC clustering, and new system quotes. Backup contact for Emly.

Emily Jean Versoza
Sr Computer Specialist

Desktop and server support. Academic support for computer labs, and classrooms. Primary contact for virtualization and IT Security. Backup contact for Nathan & building issues.

Koji Nishihara
Computer Support Technician

First-tier diagnosis of hardware and software. Provides AV support for classrooms, lectures, and seminars. Maintain department printers and assist users in the usage of department plotters.

Note: * Reports directly to chair.
Updated February 2023