# Graduate Program Coordinator Contact List

## Admissions and Academic Services

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director</td>
<td>Brian Gallagher</td>
<td>(530) 752-9297 <a href="mailto:bgallagher@ucdavis.edu">bgallagher@ucdavis.edu</a></td>
</tr>
<tr>
<td>Senior Academic Advisor</td>
<td>Deanna Ljohki</td>
<td>(530) 752-9296 <a href="mailto:dmljohki@ucdavis.edu">dmljohki@ucdavis.edu</a></td>
</tr>
<tr>
<td>Senior Academic Advisors</td>
<td>Rachel de los Reyes</td>
<td>(530) 752-5079 <a href="mailto:radelosreyes@ucdavis.edu">radelosreyes@ucdavis.edu</a></td>
</tr>
<tr>
<td>Sarah Mooney</td>
<td><a href="mailto:smooney@ucdavis.edu">smooney@ucdavis.edu</a></td>
<td></td>
</tr>
<tr>
<td>Brad Wolff</td>
<td><a href="mailto:bwolf@ucdavis.edu">bwolf@ucdavis.edu</a></td>
<td></td>
</tr>
<tr>
<td>Wallace Woods</td>
<td><a href="mailto:lkwoods@ucdavis.edu">lkwoods@ucdavis.edu</a></td>
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</table>

- Admission requirements and application components
- System access issues
- Grading option change petitions
- Variable unit petitions
- Transcript/degree verifications
- Admission holds
- Admission waivers
- Drop for non-payment
- Qualifying exam applications
- Advancement to candidacy
- Graduation requirements
- Academic policies and forms

## Advising and Mentoring

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
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<tbody>
<tr>
<td>Director</td>
<td>Elizabeth Sturdy</td>
<td>(530) 754-2130 <a href="mailto:ejsturdy@ucdavis.edu">ejsturdy@ucdavis.edu</a></td>
</tr>
<tr>
<td>Project/Policy Analyst</td>
<td>Jasmine Bonite</td>
<td>(530) 752-9503 <a href="mailto:jedurias@ucdavis.edu">jedurias@ucdavis.edu</a></td>
</tr>
<tr>
<td>Business Systems Analyst</td>
<td>Laura Young</td>
<td>(530) 219-5031 <a href="mailto:leyoung@ucdavis.edu">leyoung@ucdavis.edu</a></td>
</tr>
</tbody>
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- Onboarding training contact
- Graduate Education Certificate Series
- Updates to bylaws or degree requirements
- Policy questions
- Program review
- Slate training
- Slate questions, enhancements, issues

## Analysis and Policy

<table>
<thead>
<tr>
<th>Role</th>
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<th>Contact Information</th>
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<tbody>
<tr>
<td>Director</td>
<td>John King</td>
<td>(530) 752-4111 <a href="mailto:jhnking@ucdavis.edu">jhnking@ucdavis.edu</a></td>
</tr>
<tr>
<td>Academic Personnel Analyst</td>
<td>Tracey Pereida</td>
<td>(530) 754-6447 <a href="mailto:tgpereida@ucdavis.edu">tgpereida@ucdavis.edu</a></td>
</tr>
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- Graduate student and program data as requested
- Employment eligibility and restrictions, leaves of absence, benefits eligibility
- Personnel issues

## Business and Financial Services

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<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Contact Information</th>
</tr>
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<tbody>
<tr>
<td>Administrative Analyst</td>
<td>Nicole Dyer</td>
<td>(530) 754-1694 <a href="mailto:nrdyer@ucdavis.edu">nrdyer@ucdavis.edu</a></td>
</tr>
<tr>
<td>Academic Personnel Analyst</td>
<td>Tracey Pereida</td>
<td>(530) 754-6447 <a href="mailto:tgpereida@ucdavis.edu">tgpereida@ucdavis.edu</a></td>
</tr>
<tr>
<td>Business and Finance Assistant</td>
<td>Marie McDermott</td>
<td>(530) 752-4928 <a href="mailto:mmcdermott@ucdavis.edu">mmcdermott@ucdavis.edu</a></td>
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- Graduate program chair & advisor appointment process
- Employment eligibility and restrictions, leaves of absence, benefits eligibility
- Personnel issues

## Counseling and Psychological Services

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<tr>
<th>Role</th>
<th>Name</th>
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<tbody>
<tr>
<td>CAPS Psychologist</td>
<td>Bai-Yin Chen</td>
<td>(530) 752-0871 <a href="mailto:bychen@ucdavis.edu">bychen@ucdavis.edu</a></td>
</tr>
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## Deans

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<tr>
<th>Role</th>
<th>Name</th>
<th>Contact Information</th>
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<tbody>
<tr>
<td>Vice Provost &amp; Dean</td>
<td>Jean-Pierre Delplanque</td>
<td>(contact Christine O’Keefe (530) 752-2050 <a href="mailto:crokeefe@ucdavis.edu">crokeefe@ucdavis.edu</a>)</td>
</tr>
<tr>
<td>Associate Dean for Graduate Students and Postdoctoral Scholars</td>
<td>Ellen Hartigan-O’Connor</td>
<td>(contact Christine O’Keefe (530) 752-2050 <a href="mailto:crokeefe@ucdavis.edu">crokeefe@ucdavis.edu</a>)</td>
</tr>
</tbody>
</table>
Meet with graduate students/postdoctoral scholars experiencing difficulties related to academics, mentoring, or program issues.

**Associate Dean for Graduate Programs** - Duncan Temple Lang (contact Nicole Dyer (530) 754-1694 nhdyer@ucdavis.edu)
- Works with programs, Chairs, and advisors on graduate program best practices, program review.

**Diversity**

**Diversity Officer (STEM)** - Devin Horton (530) 754-1675 dlhorton@ucdavis.edu
- Advises, counsels, & advocates for graduate students and postdocs underrepresented in STEM

**Diversity Officer (Arts, Humanities, Social Sciences, Education)** - Josephine Moreno (530) 752-7543 mjmoreno@ucdavis.edu
- Advises, counsels, & advocates for graduate students and postdocs underrepresented in Arts, Humanities, and Social Sciences

**Marketing and Communications**

**Director** - Elizabeth Lambert (530) 341-2255 eflambert@ucdavis.edu
- GradLink
- Questions about recruitment marketing
- Graduate editorial style guide
- Main site graduate program pages
- Graduate student social media
- Graduate student news or spotlights

**Program and Event Manager** - Kathryn Raley (530) 752-4480 knraley@ucdavis.edu
- Orientation, Commencement, Grad Slam, Envision, Honors & Awards

**Professional Development**

**Director** - Teresa Dillinger (530) 752-7566 tldillinger@ucdavis.edu (Professors for the Future)
**Assistant Director** - David Blancha (530) 754-1457 dblancha@ucdavis.edu
**Coordinator** - Lynne Archangel (530) 752-0604 laarcangel@ucdavis.edu
- GradPathways (workshops, courses, and access to advising) on 8 competencies: Success and Socialization; Writing and Publishing; Presentation Skills; Teaching and Mentoring; Leadership and Management; Professionalism and Ethics; Career Management; and Wellness and Life Balance.

**Student Financial Support**

**Director** - Steven Albrecht (530) 752-8476 sjalbrecht@ucdavis.edu
- Graduate program financial allocation

**Graduate Financial Support Specialist** - Vacant
- Banner Fund Code Requests
- Banner Allocation Requests
- Post-Candidacy NRST Fellowship
- NRST Substitution/Diversion Request
- Graduate Student Fellowship Payment Requests
- Dean’s Commitments (Usually tied to a faculty training grant)
- Contact for complex funding issues.

**External Fellowship Analysts**

Ryan Bixenmann (530) 752-6577 bixinmann@ucdavis.edu (College of Agriculture & Environmental Sciences, College of Engineering, School of Medicine, School of Veterinary Medicine, NSF GRFP)
Yvette Garcia (530) 752-0653 ycgarcia@ucdavis.edu (College of Letters & Sciences, College of Biological Sciences, School of Nursing, School of Education, and Self-Supporting Degree Programs, Fulbright)
- External fellowships process, from pre-award application to post-award closeout

**Internal Fellowship Analysts**

Ruth Lee (530) 752-7484 rlee@ucdavis.edu (College of Agriculture & Environmental Sciences, the College of Engineering, the School of Medicine, or the School of Veterinary Medicine and the Provost First Year Fellowship, Diversity Fellowships, and UC-HBCU Fellowship).
Heidi West (530) 754-9473 hnewest@ucdavis.edu (College of Letters & Sciences, the College of Biological Sciences, the School of Nursing, the School of Education, professional schools, and the DDGF, Bilinski, Schwall, Yen Chuang, and Hauge Fellowship). Also, Academic probation, blocked fee remissions, over awards.
- Internal fellowship awards
- Travel awards
- GradTrack$