

CMGM How May We Help You?

PURCHASING RECEIVING & TRAVEL

Gwen Murphy (gwendolyn.murphy@vcuhealth.org)
Carmelda Fleming (carmelda.fleming@vcuhealth.org)
Meredith Daniels (meredith.daniels@vcuhealth.org)

Please see the table on page 2 to see which of these admin staff members to work with.

Admin staff are assigned individual faculty members to support in these areas. Please work with the appropriate team member. They will be your exclusive point of contact for purchasing and travel needs.

HUMAN RESOURCES

Ann-Marie Taranto (Ann-marie.Taranto@vcuhealth.org)

Please email her whenever you would like to hire, promote, terminate, or change status (including immigration issues) for a volunteer or employee. University paperwork takes time to process as it travels through many offices for various approvals. Please notify us in ADVANCE. Remember, employment cannot begin until AFTER the person has been fingerprinted and we receive clearance to hire from HR.

Jodi Humpage for all Faculty HR matters.

CORPCARD

Christopher Redford (Christopher.Redford@vcuhealth.org)

TIMEKEEPING

Suzanne Finley (Catherine.Finley@vcuhealth.org)

All must use the RealTime system for leave and hours worked submissions.

EFFORT REPORTING

Jodi Humpage (jodi.humpage@vcuhealth.org)

Chair's Schedule

Linda Downes-Piazza (linda.downes-piazza@vcuhealth.org)

Conference Room reservations

Linda Downes-Piazza (linda.downes-piazza@vcuhealth.org)

IT Support:

SomTech (somtech@vcuhealth.org 828-2227)- Contact: Kody.Wyatt@vcuhealth.org

GRADUATE PROGRAM COORDINATOR:

HGEN & Genetic Counselors: Suzanne Finley (Catherine.Finley@vcuhealth.org)

BIOC & PHIS: Chris M Smith (Chris.Smith@vcuhealth.org)

Website Updates

Suzanne Finley (Catherine.Finley@vcuhealth.org) &
Chris M Smith (Chris.Smith@vcuhealth.org)

Facility Requests & building access

Chris M Smith (Chris.Smith@vcuhealth.org)
& Carmelda Fleming (carmelda.fleming@vcuhealth.org)

Research Administration – OSP Gold Team

PRE-AWARD:

somresadmin@vcuhealth.org

Team lead by Ryan Reikowsky

Proposal development, budget creation, submissions, and Just-in-Time

POST-AWARD:

Research Administrator assignments for each faculty member found on page 2/3 below.

Purchasing, Travel, and General Ledger (startup, bridge funds, dept funds) inquires:

Faculty	Admin
Dutta, Samikshan	Carmelda
Eltit, Jose	Carmelda
Escalante, Carlos	Carmelda
Gonzalez-Maeso, Javier	Carmelda
Maurya, Shailendra	Carmelda
Mishra, Juhi	Carmelda
Parajuli, Parash	Carmelda
Qiao, Liya	Carmelda
Weigel, Cynthia	Carmelda
Zboril, Emily	Carmelda
Allegood, Jeremy	Gwen
Barton, William	Gwen
Cowart, Lauren	Gwen
Datta, Kaustubh	Gwen
Deb, Sumitra	Gwen
Deb, Swati	Gwen
Dent, Paul	Gwen
Fang, Xianjun	Gwen
Green, Christopher	Gwen
Kordula, Tomasz	Gwen
Montefusco, David	Gwen
Sato-Bigbee, Carmen	Gwen
Senkal, Can	Gwen
Singh, Sandeep	Gwen
Spiegel, Sarah	Gwen
Stephenson, Mallory	Gwen
Wattenberg, Brian	Gwen

Faculty	Admin
Anderson, Charles	Meredith
Bullard, Daniel	Meredith
Das, Swadesh	Meredith
Fisher, Paul	Meredith
Fu, Zheng	Meredith
Gogna, Rajan	Meredith
Grotewiel, Michael	Meredith
Huang, Suyun	Meredith
Landry, Joseph	Meredith
Lapato, Dana	Meredith
Liu, Qinglian	Meredith
Liu, Zheng	Meredith
Lyall, Vijay	Meredith
Maes, Hermine	Meredith
Pittman, Roland	Meredith
Ramsey, Ian	Meredith
Samsó, Montserrat	Meredith
Sarkar, Devanand	Meredith
Shiang, Rita	Meredith
Subler, Mark	Meredith
Tseng, Gea-Ny	Meredith
Wang, Xiang-Yang	Meredith
Windle, Jolene	Meredith
York, Timothy	Meredith

All Sponsored Projects Post-Award support by active awards:

Audrey.Horner@vcuhealth.org

John.Hamill@vcuhealth.org

Julie.Tremblay@vcuhealth.org

PI	Research Admin
Cowart, Lauren A.	Julie Tremblay
Das, Swadesh	Julie Tremblay
Datta, Kaustubh	Audrey Horner
Deb, Sumitra	Julie Tremblay
Deb, Swati	Audrey Horner

Dent, Paul	Audrey Horner
Fang, Xianjun	Julie Tremblay
Green, Christopher D.	Audrey Horner
Kordula, Tomasz K.	John Hamill
Mishra, Juhi	John Hamill
Sato-Bigbee, Carmen	John Hamill
Senkal, Can E.	John Hamill
Singh, Sandeep K.	John Hamill
Spiegel, Sarah	John Hamill
Wattenberg, Brian	Julie Tremblay
Zboril, Emily K.	John Hamill
Appiah, Christiana O.	Julie Tremblay
Fisher, Paul B.	Audrey Horner
Fu, Zheng	Julie Tremblay
Gogna, Rajan	Julie Tremblay
Grotewiel, Michael S.	Audrey Horner
Landry, Joseph W.	Julie Tremblay
Lapato, Dana M.	Julie Tremblay
Liu, Qinglian	Julie Tremblay
Maes, Hermine H.	Audrey Horner
May, Lauren A.	Julie Tremblay
Sarkar, Devanand	Audrey Horner
Shiang, Rita	Julie Tremblay
Stephenson, Mallory	Audrey Horner
Wang, Xiang-Yang	Julie Tremblay
Windle, Jolene J.	Abbie Thorne
York, Timothy P.	Abbie Thorne
Eltit, Jose M.	Audrey Horner
Escalante, Carlos R.	Audrey Horner
Gonzalez-Maeso, Javier	Julie Tremblay
Huizar, Jose F.	Julie Tremblay
Liu, Qinglian	Julie Tremblay
Qiao, Liya	Audrey Horner
Samso, Montserrat	Julie Tremblay
Tseng, Gea-Ny	Audrey Horner