

Weekly DCMB Administrative Services and Team Support Calendar				In Office	Remote	Off
During & After Hours Support - Email dcmb-admin-help@umich.edu for Administrative Assistance, Email dcmb-it-services@umich.edu for IT needs Emergencies - Text/Call 734 660-3447						
Staff & Services	Contact Information	Mondays	Tuesdays	Wednesdays	Thursdays	Fridays
Aaron Bookvich Website support, Video Technical Support, Photography	vittala@umich.edu Cell 734-999-7453	Remote	Remote	In Office	In Office	Remote
Amy Koger HR Transactions, Faculty Affair Processing, Space Inventory, Procurement	atooze@umich.edu (734) 751-1271	Remote	Remote	Remote	Remote	Remote
Helen Severino Pre-Post Award Support (Boyle, Liu, Mills, Najarian, Rao, Sartor)	severino@umich.edu. (734) 800-6390	In Office	Remote	Remote	Remote	Remote
Jane Wiesner CCMB Administrative Support, Seminar Coordination, Newsletter Support, Other Support for Pre-Post Award Staff Team	jwiesner@umich.edu; Cell (734) 355-8950; M-F 8A-4:30P	Remote	Remote	In Office	Remote	Remote
Janet Peake Chair Admin Support, Palmer Commons Facility Issues, Timekeeping, Room reservations	janetp@umich.edu (734) 657-2194 M-FRI. 7:30AM-11:30AM	Remote	In Office	In Office	In Office	Remote a.m. Off PM
Jessica Mirelez Pre-Post Award Support (Athey, Dinov, Garmire, Guan, Karnovsky, Menon, Muir, O'Meara, Omenn, Parker, Rajapakse, Welch, Ye, Zhang)	jorchows@umich.edu (517) 815-1650 M-F: 8A-4:30P	Remote	Remote	Remote	Remote	Remote
Jonathan Poisson Technical Support Manager/System Administration Support	jdpoisso@umich.edu 734 615-0405 M-F 8A-5P	Remote	Remote	Remote	Remote	Remote
Julia Eussen Student Services, Grad Program	jneussen@umich.edu (734) 615-8895	In Office	In Office	Remote	Remote	Remote
Ken Weiss * IT Project Manager/IT Support, (.5 DCMB/.5 HITS)	kgweiss@umich.edu	Remote	In Office	Remote	In Office	Remote
Mary Freer Department Administration	mfreer@umich.edu 734 615-4788 Office 734 660-3447 Cell M-F 8A-5P	Remote	In Office	In Office	Remote	In Office
Paul Kopec * IT Manager, General Systems support, Inventory	pkopec@umich.edu (734) 936-0068	In Office	Remote	Remote	Remote	In Office

* Paul and Ken will alternate Wednesday's so there will be an IT staff presence in Palmer.