Division Key Contacts

| | Contact Person/Members | Email |
|--|--|------------------------------------|
| Accounting | | |
| Finance Manager | Elizabeth Richardson | erichard@umn.edu |
| Administrative Hub | | |
| Divisional administrative support: Liz Hinske, Colleen Flattum, Ginger Hughes, | | epichadminhub@umn.edu |
| Jill Anderson, Emerson Fuller, Katie Gunderson | T | |
| Business Administration Organization management | Liz Hinske | hinsk001@umn.edu |
| Communications | | |
| Intranet, Television Monitor | Ginger Hughes | spea0030@umn.edu |
| Announcements, Website | Tom Stanoch - SPH | stan0347@umn.edu |
| Division Head Support | | |
| Scheduling | Ginger Hughes | spea0030@umn.edu |
| Faculty, programming and strategic initiatives | Colleen Flattum | flatt018@umn.edu |
| Faculty affairs (continuations, promotions, evals, affiliate/adjunct) | Jill Anderson | berka003@umn.edu |
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| Room reservations, conference call phone set up, office supplies, | EpiCH Admin Hub | epichadminhub@umn.edu |
| kitchen supplies, etc. | | |
| Grant Proposal Submissions | | |
| Research Support Services Team (RSST) | | |
| Preaward Primary Contact | RSST email | epirsst@umn.edu |
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| Pre-award, Division Compliance Activities | Lindsey Poquette | poque020@umn.edu |
| Budget Preparation | Christian Toney | toney038@umn.edu |
| | Jill Anderson | berka003@umn.edu |
| Administrative Assistance | Lindsey Poquette | poque020@umn.edu |
| Other Support Activities, RPPRs | Kyle Moen | moenx037@umn.edu |
| Human Resources | Stacey Ripka (Faculty) Amanda Klepp (Staff) | sams0030@umn.edu aklepp@umn.edu |
| IT Support | Epihelp: | epihelp@umn.edu |
| Computers, printers, software, Zoom set- up, | Jeff Johnson | johns260@umn.edu |
| conference room computer, | Tyler Lam | lamxx007@umn.edu |
| microphone/equipment assistance | Mark Weaver | weave030@umn.edu |
| Operations | | |
| Space, facilities, building access, keys, telephones, mail, copiers, | Ginger Hughes | spea0030@umn.edu |
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| concerns Payroll | Kelly Rosemark | epichpay@umn.edu |
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Centers/Institutes

| | Contact Person | Phone # | Email |
|--|-----------------------------|--------------|------------------|
| Epidemiological Clinical Research Center (ECRC) Clinical research space, reception services and scheduling, lab services, new study requests, participant parking | Chris Hoefer | 612-626-9199 | hoefer@umn.edu |
| Nutrition Coordinating Center (NCC) NDSR Software Licensing, Licensing of the NCC Food and Nutrient Database, Collection and Analysis of 24-Hour Dietary Recalls, Food Records, Menus and Recipes | Julia Lorenzano- Peasley | 612-624-4592 | peas0027@umn.edu |
| Healthy Weight Research Center Obesity research seminar series, Listserv, lending of research equipment, software and protocols | Stacey Moe | 612-626-8607 | moe@umn.edu |
| Driven to Discover Research Facility Bringing university research to the Minnesota State Fair | Annie Hotop | | hoto0003@umn.edu |