

Department of Mathematics & Statistics

Contact List for Common Inquiries

Who Do I Ask...?

Office-Related Questions

Minor Office Repair / Physical Plant issues (light bulb needs replacing, office too hot/cold, elevator not working, problem with rest rooms, etc.)

Sarah Willor – willor@math.umass.edu – 413-545-2762 – 1622

Office Renovations (missing blinds, need to order a blackboard, furniture, office painting, etc.)

Carla Mokrzecki – mokrzecki@math.umass.edu – 413-545-6029 – 1626B

Keys for Offices, Office supplies (pens, paper clips, notebooks, etc.), First-Aid kit, Lost & Found

Sarah Willor – willor@math.umass.edu – 413-545-2762 – 1622

Telephone (dialing long distance, office phone not working, etc.):

Chris Curtis – curtis@math.umass.edu – 413-545-0095 – 1628

Business Office Questions

Item Reimbursement and Student Timecards

Carla Mokrzecki – mokrzecki@math.umass.edu – 413-545-6029 – 1626B

Grants

Chris Curtis – curtis@math.umass.edu – 413-545-0095 – 1628

Payroll, Grad Student Payroll, Grad Student Benefits

Chris Curtis – curtis@math.umass.edu – 413-545-0095 – 1628

HR, Personnel-related

Christine Mirabal – christine@math.umass.edu – 413-545-0510 – 1623E

Travel Reimbursement

Kam Kit Wong – kamwong@math.umass.edu – 413-545-6028 – 1626A

Academic-Related Questions**Duplicating**

Lisa Bergman – lbergman@umass.edu – 413-545-2663 – 122E

Reserving classrooms for midterms and review sessions, Textbooks, Evaluations

Sarah Willor – willor@math.umass.edu – 413-545-2762 – 1622

Teaching assignments, classroom assignments for regularly scheduled courses

Ilona Trousdale – trousdale@math.umass.edu – 413-545-0823 – 1624

Adding Undergraduate TAs and Graders to courses

Sarah Willor – willor@math.umass.edu – 413-545-2762 – 1622

Graduate TAs and Graders for courses

Ilona Trousdale – trousdale@math.umass.edu – 413-545-0823 – 1624

Request Proctor Help for Exams

Ilona Trousdale – trousdale@math.umass.edu – 413-545-0823 – 1624

Undergraduate and Graduate Advising-related

Jake Lagerstrom – lagerstrom@math.umass.edu – 413-545-2282 – 1521E

Event-Related Questions

Parking Passes for visitors and Reserving 1634, 1530, 1528, Visitor's office

Christine Mirabal – christine@math.umass.edu – 413-545-0510 – 1623E

Ordering food for an Event

Cathy Russell – russell@math.umass.edu – 413-545-2793 – 1623B

Computer-Related Questions

Department Website, Technology/Computer-related

RCF – support@math.umass.edu

Other

Schedule appointment with Dept Head, Personnel – Related (Tenure, HR, Sabbatical, Searches, etc.)

Christine Mirabal – christine@math.umass.edu – 413-545-0510 – 1623E

UPS/Fed Ex and other box deliveries

Carla Mokrzecki – mokrzecki@math.umass.edu – 413-545-6029 – 1626B