So who do I ask?

It can be confusing to know which questions to direct to whom in the department. Below is a list of areas each EPSY staff member can help you with:

**Alecia Adams: Office Coordinator 316-C**

[Alecia.adams@unt.edu](mailto:Alecia.adams@unt.edu) 940-565-2067

- Paychecks/Payroll
- Tuition waivers
- Parking permits for TA/TF’s
- EPSY office space coordinator
- Liaison to Department Chair
- Work space assignments
- General office questions

**Amber Brasher: Administrative Specialist 316-E**

[Amber.brasher@unt.edu](mailto:Amber.brasher@unt.edu) 940-369-7547

- Travel questions, support and processes
- Miscellaneous funding requests
- Liaison / Coordinator of departmental student assistants
- Distance Learning zip code surveys

**Laura Coleman: Coordinator of Graduate Admissions 316-I**

[Laura.coleman@unt.edu](mailto:Laura.coleman@unt.edu) 940-565-3486

- Admissions
- Registration/Scheduling
- Forms, forms, forms
- Academic changes tracking (incompletes, grade changes, degree plans, etc)
- Assistantship information

**Karen Goss: Coordinator of Distance Learning & Recruitment 316-G**

[Karen.goss@unt.edu](mailto:Karen.goss@unt.edu) 940-369-8048

- Faculty Information System (FIS) & Texas Education Code 51.974
• Recruitment and marketing opportunities
• Submission of syllabi
• Textbook adoptions (FacultyEnlight via B&N College)
• Blackboard content questions for instructors
• Department scholarships