

- Cindy Niznik niznik@pitt.edu 412-624-9070
Administrative Officer
Supervise staff
Advisor to Chair and faculty regarding fiscal matters
Department operations
Hiring of staff and postdocs
Fiscal matters in general regarding operating, endowments, startup and RDF

- Jeff Bartos jib293@pitt.edu 412-648-7696
Financial Assistant
Fiscal: All non-research accounting such as RDF and startup
RDF, TRM, Startup, Endowments, Operating, Internal funding
Concur travel reconciliation assistance
Non-colloquium travel assistance
Travel email: PGTRAVEL@PITT.EDU

- Michele Slogan slogan@pitt.edu 412-624-6381
Academic Operations Manager
Supervise academic staff (Sydney; Michele in GES)
Knowledge of all academic processes
Knowledge of Chair's office responsibilities; Chair's office administration
Academic advisor to Chair and faculty

- Sydney Seufer Sydney.seufer@pitt.edu 412-624-9068
Undergraduate and Outreach Coordinator
All items related to the undergraduate program
Room scheduling
Weekly seminar announcement
Department website maintenance
Department colloquium and seminar series coordination
Department outreach
Room key management

- Ashley Bakaitus papurch@pitt.edu 412-624-7334
Department Buyer
Purchasing via PantherExpress and credit card
Shipping

- Rich Misura rjm2@pitt.edu and William Tarleton wtc6@pitt.edu
Class demonstrations
- Lou Coban coban@pitt.edu
Allegheny Observatory Manager
- Bob Breze rpb26@pitt.edu
A&S Central Support Staff
Payroll and non-faculty Personnel
Supervisor: Lisa Shartle lhs29@pitt.edu
- Lou Lane lol17@pitt.edu 412-298-4407
A&S Central Support Staff
Facilities Coordinator
Supervisor: Jeremiah McKain jmckain@pitt.edu
- Emily McGurgan emm294@pitt.edu
A&S Central Support Staff
Graduate Administrator
All things related to Graduate Studies
Supervisor: Francesca Sirianni frs38@pitt.edu 624-4502
- Robert Barnhart Robert.barnhart@pitt.edu
A&S Central Support Staff
Sponsored Projects Administrator, Pre-award Administrator
Supervisor: Jeff Petsis jwp60@pitt.edu
- Carolyn Mazzella mazzellac@pitt.edu
A&S Central Support Staff
Sponsored Projects Administrator, Post-award
Supervisor: Jeff Petsis jwp60@pitt.edu
- Gracie Jane Gollinger help@pitt.edu
Pitt IT
Submit Pitt IT help ticket at above email address
All IT related issues