

Faculty and Administrative Support Staff Assignments
Effective 8/1/11

Support Staff	Assigned Faculty/Deans		Other Responsibilities	
Donna McMurry 202	Tom Romig Aida Alaka	Jalen Lowry Jo Hunt	Faculty Travel Office Supplies	Postage machine
Monice Crawford 301	Jim Concannon Alex Glashausser Patricia Judd Michael Kaye	Nancy Maxwell Joe McKinney Greg Pease (Spring) Reggie Robinson	Law Journal JILEP Grant Banquet - Law Journal/FLQ (w/Fell) Backup for Love	
Penny Fell 301	Ellen Byers (3/4) Emily Grant Jeffrey Jackson Tonya Kowalski	Craig Martin Joe Mastrosimone Bill Rich David Rubenstein	Maintain Writing Competitions Database Family Law Quarterly Banquet - Law Journal/FLQ (w/Crawford) Backup for Jacobson	
Shirley Jacobson 302	Rory Bahadur Myrl Duncan Linda Elrod Jeremiah Ho Lori McMillan	David Pierce Mary Ramirez Michael Schwartz Amy Westbrook	Group Study Scheduler Support for Bar Pass Director Backup for Fell	
Kerri Pelton & Jackie Askren Clinic	John Francis (spring) Janet Jackson Aliza Organick	Lynette Petty Curtis Waugh	Kerri & Jackie - Law Clinic Cases Kerri - Faculty Recruitment (Nancy Maxwell) & ExamSoft Jackie - Large Copier Coordinator	
Sherilyn Love 203	Adjunct Professors (fall = 15 classes) Adjunct Coaches (approx 11 teams) Will Foster Randall Hodgkinson	Ali Khan	Mail Distribution Student Travel Arrangements Moot Court (& Advocacy Banquet w/Vilander) Daily Facilities Coordinator Main Copier Coordinator - room 203	Receptionist Assist w/ Commencement Textbook Orders Main Phone Backup for Crawford
Donna Vilander 331	Center Directors		Centers for Excellence Support Banquet - Moot Court & Advocacy (w/Love) Backup for Donna H on Banner	CLE Coordination Speaker Coordination