

Offices Available to Substitute Teach for Faculty with Emergencies

Faculty: If a staff member is available, we are happy to substitute in your class due to an emergency. Please contact the office of your choice. If you will be contacting offices with little notice, you may wish to email several at once to insure someone is able to help. If one office isn't available, please try another. Let the office know your name and contact information, time/date of class, location of class, number of students and their class level. Make sure you receive a confirmation from the office before assuming that office can substitute. If you are available to substitute for others and would like your office to be added to our list, please contact Jen Day Shaw, jdshaw@uncg.edu.

Office	Contact	Email	Phone	Topic of Presentation
Bryan School Undergraduate Student Services	Ms. Heidi Fischer	H_fische@uncg.edu	4-4484	Study Abroad Opportunities for Bryan School Majors
Career Services Center	Ms. Donna Seckar	career_services@uncg.edu	4-5454	Internships; Resume Writing; Career related
Dean of Students Office	Dr. Jen Day Shaw	jdshaw@uncg.edu	4-5514	Academic Integrity/Making Good Choices; Teambuilding; UNCG Resources for Success
Financial Aid Office	Ms. Debra Slade	dbslade@uncg.edu	4-5702	Financial Aid 101
School of Human Environmental Sciences Advising Center	Ms. Jennifer Clark	jdaustin@uncg.edu	4-5736	Advising Policies and Procedures
International Programs Center	Dr. Penelope Pynes	pjpynes@uncg.edu	4-5404	Study Abroad Options
Leadership and	Dr. Cathy Hamilton	chhamilt@uncg.edu	6-0538	Civic Engagement: Three

Service Learning				Kinds of Citizen, What Kind of Citizen are You?
Learning Assistance Center	Ms. Elise Rhodes	errhodes@uncg.edu	4-4415	Variety of learning skills workshops; prefer register through http://success.uncg.edu/lac faculty should note "ill" in the comments section
Multicultural Affairs	Ms. Audrey Lucas	adlucas@uncg.edu	4-5090	Stop the Hate: How to be an Ally Against Hate/Bias
School of Nursing, Associate Dean	Dr. Anita Tesh	astesh@uncg.edu	4-5282	From Foot Binding to Tongue Piercing: Culture, Health, and Beauty; For Student Researchers: How to Create a Great Poster Presentation
School of Nursing, Undergraduate Advising	Mr. Steve Moore	Steve_moore@uncg.edu	4-5288	Visual Explorer: experiential activity to enhance personal leadership skills/creative problem solving
Police	Cpl. Rose Smith-Marsh	Rmsmith4@uncg.edu	4-5403	Safety 101
Speaking Center	Ms. Kim Cuny	kmcuny@uncg.edu	6-1346	Using PowerPoint Effectively or Speaking Anxiety
Student Academic Services	Mr. Robert Ross	Robert_ross@uncg.edu	4-5425	Variety of student academic success topics
University Registrar	Dr. Kelly Rowett-James	karowett@uncg.edu	4-4619	Understanding Your CAPP Evaluation;

				Registration; Your Personal Data; Transfer Credit; FERPA; Why You Should Read Your Undergraduate Bulletin
Wellness Center	Ms. Jeanne Irwin-Olson	jirwino@uncg.edu	4-3079	Variety of wellness related topics