SST Staff Support

Computer Assistance / Deskside Support / Software
1) Click Service tab on My ASU, 2) click Submit a Request, 3) under Deskside Support click service needed.

Conference Room Reservations
Graduate courses: Frank Piña, fpina@asu.edu, Wilson 130B, 965-9800
All other requests: Jillian Renslow, Jillian.Renslow@asu.edu, Wilson 125, 965-7682

Enrollment Management / Classroom Scheduling
Frank Piña, Frank.Pina@asu.edu, Wilson 130B, 965-9800
Tanya Marun, Tanya.Marun@asu.edu, Wilson 122, 965-7334

Event Scheduling
Shandra Daniels, Shandra.Daniels@asu.edu, Wilson 118, 965-9700. Complete an Event Request form and return to Shandra

Facilities Requests
Shandra Daniels, Shandra.Daniels@asu.edu, Wilson 118, 965-9700

Financial-Reimbursements
Tami McKenzie, Tami.McKenzie@asu.edu, Wilson 130C, 965-9389

Graduate Student Support
Frank Piña, Frank.Pina@asu.edu, Wilson 130B, 965-9800
Brianna Casillas, Brianna.Casillas@asu.edu, Wilson 125, 965-7682 (MA programs)
Nancy Winn, Nancy.Winn@asu.edu, Wilson 245, 965-6008 (PhD programs)

Grant Monies
Pre-award, RAS team, RAS@asu.edu
Post award, Felicity Snyder or Mia McNulty, socialscienceresearch@asu.edu

Human Resources / Payroll
Tanya Williams, Tanya.Williams2@asu.edu, Wilson 130D, 965-6428

Instructional Design
Aaron Kraft, Aaron.Kraft@asu.edu, Wilson 120, 727-8714

Internships / Research / Career Development
Erika Martinez, Erika.Martinez.3@asu.edu, Wilson 125, 965-7682
Key Requests (building/office)
Shandra Daniels, Shandra.Daniels@asu.edu, Wilson 118, 965-9700

Property Inventory
Shandra Daniels, Shandra.Daniels@asu.edu, Wilson 118, 965-9700

Purchasing/Supplies
Tami McKenzie, Tami.McKenzie@asu.edu, Wilson 130C, 965-9389

Student Employee Assistance
Jillian Renslow, Jillian.Renslow@asu.edu, Wilson 125, 965-7682 or SSTrequests@asu.edu.

Textbooks/Desk Copies
MyASU, Blackboard, Follett Discover
Desk copies – Faculty/instructors must contact publisher directly

Travel Requests/Claims
Tanya Williams, Tanya.Williams2@asu.edu, Wilson 123, 965-8481(Mgr-tfwilli)

Time Reporting
Tanya Williams Tanya.Williams2@asu.edu, Wilson 123, 965-8481

Undergraduate Academic Success Services
Frank Pina, Frank.Pina@asu.edu, Wilson 130B, 965-9800
Tanya Marun, Tanya.Marun@asu.edu, Wilson 125, 965-7682
Natalie DiCato, Natalie.Dicato@asu.edu, Wilson 125, 965-7682
Jillian Renslow, Jillian.Renslow@asu.edu, Wilson 125, 965-7682

Web/Marketing/Communications
TBD – Please see Shandra for assistance

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