## Table of Contents

- Organizational Chart of the Price School  
- Dean’s Office  
- Academic Programs  
- Business Office  
- Career Services  
- Communications  
- External Relations & Development  
- Facilities  
- Human Resources  
- Information Technology  
- International Initiatives  
- Office of Research  
- Recruitment and Admissions  
- Reserve Officer Training Programs (ROTC)  
- The Price School in Sacramento  
- Student Affairs Offices  
- Student Services Office  
- Appendix  
  - Academic Calendar  
  - Holiday Schedule
ADMINISTRATIVE OPERATIONS RESOURCE GUIDE

TABLE OF CONTENTS

Appendix, Continued

Hours of School Operations 41
Listservs 42
Map of UPC Campus 43
Dean’s Office
650 Childs Way
RGL 312
213-740-0350

The Office of the Dean leads the administration of the Sol Price School of Public Policy. The office has broad oversight over all units within the School and all matters related to the School’s academic, faculty affairs, research, financial and operational activities.

Jack H. Knott
Dean
jhknott@price.usc.edu

Elizabeth Graddy
Vice Dean
graddy@price.usc.edu

Genevieve Giuliano
Senior Associate Dean, Research
giuliano@price.usc.edu

Regina Nordahl
Associate Dean, Finance/Admin
rnordahl@price.usc.edu

Lorie Bell
Administrative Assistant
lorieb2@price.usc.edu

Yurri Hyun
Faculty Coordinator
yhyun@price.usc.edu

Linda Peacore
Director of Special Projects
peacore@price.usc.edu

Constance Rodgers
Executive Assistant to the Dean
crogers@price.usc.edu

USC and Price School Websites

USC Main Webpage
http://www.usc.edu/

Price School Main Webpage
http://priceschool.usc.edu/

USC Faculty Portal
http://www.usc.edu/academe/faculty/

My USC Portal
https://my.usc.edu/portal/guest.php

Price School Facts
http://priceschool.usc.edu/about/facts/
Dean’s Office, Continued

Dean’s Office Services:
Emergencies
Faculty Contracts
Faculty Recruitment Support
Facilities
Federal Express/UPS/ Mailing/Postage Services
Financial or Administrative Operations
General Inquiries
Guest Parking Reservations
Master Calendar
New Faculty Set-up
Office Supplies
Open Offices/Classrooms
Reimbursements
Reserve Classroom or Meeting Room
Security Issues
Space Issues
Special Requests
Travel Arrangements
University Club Reservations

Contact
Regina Nordahl
Yurri Hyun
Yurri Hyun
Matt Loggins
Lorie Bell or Student Worker
Regina Nordahl
Lorie Bell or Student Worker
Lorie Bell or Student Worker
Lorie Bell
Yurri Hyun
Lorie Bell
Lorie Bell or Student Worker
Lorie Bell
Lorie Bell
Regina Nordahl
Regina Nordahl
Lorie Bell or Regina Nordahl
Lorie Bell
Lorie Bell or Student Worker
The Academic Programs Office provides support to faculty, students and staff for degree programs, including academic advisement, D-clearance and other individual programmatic functions. Each degree program is led by a faculty director and is supported by at least one program administrator.

Academic Programs also oversees class scheduling and class space management, curricular revisions, adjunct faculty hiring and contracts and the dissemination of academic policies and information.

Listed below are the academic programs office staff and a list of the academic program directors and the program administrators.

Kattie Johnson  Senior Academic Director  213-740-4535  kdjohnso@price.usc.edu
Chelsea Jones  Administrative Assistant  213-740-1460  chelsecj@price.usc.edu
Nancy Quintanilla  Academic Affairs Coordinator  213-821-2517  nquintan@price.usc.edu
Ellie Tostado  Adjunct Faculty Coordinator  213-740-1461  tostado@price.usc.edu

**Degree Programs**

<table>
<thead>
<tr>
<th>Degree Programs</th>
<th>(BS)</th>
<th>Program Director:</th>
<th>Program Administrator:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate Program</td>
<td>(BS)</td>
<td>Dr. Lavonna Lewis</td>
<td>Nam Ung</td>
</tr>
<tr>
<td>Graduate Programs in Health</td>
<td>(MHA, EMHA)</td>
<td>Dr. Michael B. Nichol</td>
<td>Shaunna Thomas</td>
</tr>
<tr>
<td>Graduate Programs in Public Administration</td>
<td>(MPA, Ph.D-Public Administration)</td>
<td>Dr. Peter Robertson</td>
<td>Kim Greene June Muranaka</td>
</tr>
<tr>
<td>Graduate Programs in Public Policy</td>
<td>(MPP, Ph.D- Public Policy and Management))</td>
<td>Dr. Gary D. Painter</td>
<td>Suzanne Alexander</td>
</tr>
</tbody>
</table>
### Academic Programs Office, Continued

#### Degree Programs

<table>
<thead>
<tr>
<th>Academic Program</th>
<th>Program Director</th>
<th>Program Administrator</th>
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</thead>
<tbody>
<tr>
<td>Graduate Programs in Real Estate Development (MRED)</td>
<td>Dr. Christian L. Redfearn</td>
<td>Sonia Savoulian</td>
</tr>
<tr>
<td>Graduate Programs in Urban Planning and Development (MPL, Ph.D-Urban Planning</td>
<td>Dr. Marlon Boarnet</td>
<td>Julie Kim</td>
</tr>
<tr>
<td>and Development)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Master of Leadership (EML)</td>
<td>Dr. Robert Denhardt</td>
<td>Rosana Padilla-Martinez</td>
</tr>
<tr>
<td>Master of International Public Policy and Management (IPPAM)</td>
<td>Dr. Joyce Mann</td>
<td></td>
</tr>
<tr>
<td>Doctor of Policy, Planning and Development (DPPD) Professional Doctorate</td>
<td>Dr. Deborah Natoli</td>
<td></td>
</tr>
<tr>
<td>Distance Education</td>
<td>Open Position</td>
<td>Shan Carballo</td>
</tr>
</tbody>
</table>

#### USC and Price Webpages

- **USC Main Webpage**
  - [http://www.usc.edu/](http://www.usc.edu/)

- **Price School Main Webpage**
  - [http://priceschool.usc.edu/](http://priceschool.usc.edu/)

- **Price Distance Learning-Shan Carballo (sccarbal@price.usc.edu)**
  - [http://priceschool.usc.edu/programs/distance-learning/](http://priceschool.usc.edu/programs/distance-learning/)

- **MyUSC Portal**
  - [http://my.usc.edu](http://my.usc.edu) (requires USC Log In- see Email Setup & Issues)
    - Log in to access USC announcements, news, and links to other university services.
    - Post your syllabus on the schedule of classes through this site.
Academic Programs Office, Continued

Blackboard (for instructors) 740-0555
https://blackboard.usc.edu/
http://www.usc.edu/its/blackboard/support/make_course_available.html
• Instructors are responsible for posting their syllabus.
• Blackboard accounts will be accessible once the schedule of classes goes live and an instructor has been assigned to the course.

Class Rosters
https://grs.usc.edu

Class Schedules
http://web-app.usc.edu/soc/

Disability Services and Programs
http://www.usc.edu/student-affairs/asn/dsp

Grades (All Grading On-line)
http://www.usc.edu/dept/ARR/grades/

Harassment Awareness and Prevention Training
http://capsnet.usc.edu/ProfessionalDevelopment/HarassmentPrevention/
For live seminars or other questions, please contact (213) 740.5885 or harassmentprevention@caps.usc.edu for any questions with respect to your completion.

Library Privileges
http://www.usc.edu/libraries/

Parking Availability & Tram Schedule
http://transnet.usc.edu/

Text Book Orders
http://www.usc.edu/aux-services/bookstore/ftr.html
# Academic Programs Office, Continued

## Academic Program Office Services

<table>
<thead>
<tr>
<th>Service</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Advisement</td>
<td>Program Administrators</td>
</tr>
<tr>
<td>Adjunct Faculty Hiring</td>
<td><a href="http://www.usc.edu/jobs">www.usc.edu/jobs</a></td>
</tr>
<tr>
<td>Bay Area Policy Forum</td>
<td>Suzanne Alexander</td>
</tr>
<tr>
<td>Class Cancellations</td>
<td>Email students through Blackboard</td>
</tr>
<tr>
<td>Class Evaluations</td>
<td>Carmen Gomez</td>
</tr>
<tr>
<td>Class Rosters</td>
<td>See website</td>
</tr>
<tr>
<td>Class Scheduling</td>
<td>Nancy Quintanilla</td>
</tr>
<tr>
<td>Classroom Facilities Issues</td>
<td>Matt Loggins</td>
</tr>
<tr>
<td>Computing Resources</td>
<td>IT Office</td>
</tr>
<tr>
<td>Copies (48 hours prior notice required)</td>
<td>Chelsea Jones</td>
</tr>
<tr>
<td>Copy Codes</td>
<td>Matt Loggins</td>
</tr>
<tr>
<td>D-Clearance</td>
<td>Chelsea Jones</td>
</tr>
<tr>
<td>Distance Education</td>
<td>Shan Carballo</td>
</tr>
<tr>
<td>Door Codes/Keys</td>
<td>Matt Loggins</td>
</tr>
<tr>
<td>Email Setup &amp; Issues</td>
<td>IT Office</td>
</tr>
<tr>
<td>Equipment Requests</td>
<td>IT Office</td>
</tr>
<tr>
<td>Guest Parking (Requires 48 Hour Notice)</td>
<td>Ellie Tostado</td>
</tr>
<tr>
<td>International Student Travel</td>
<td>Ginger Li</td>
</tr>
<tr>
<td>Lost and Found</td>
<td>Chelsea Jones</td>
</tr>
<tr>
<td>MPA/MPP Lab</td>
<td>Suzanne Alexander, Kim Greene &amp; June Muranaka</td>
</tr>
<tr>
<td>On-Line MPA Residencies</td>
<td>Kim Greene</td>
</tr>
<tr>
<td>Opening Classrooms/Offices</td>
<td>Dean’s Office</td>
</tr>
<tr>
<td>Payroll Issues</td>
<td>Vangie Dupas</td>
</tr>
<tr>
<td>Repository for Exams, Papers-Student Pickup</td>
<td>Chelsea Jones</td>
</tr>
<tr>
<td>Student Incident Reporting</td>
<td>Carol Rush</td>
</tr>
<tr>
<td>Text Book/Book Readers Orders</td>
<td>Ellie Tostado</td>
</tr>
<tr>
<td>Trojan Time-Timesheet Questions-Students</td>
<td>Vangie Dupas</td>
</tr>
<tr>
<td>Trojan Time-Timesheet Questions-Adjunct Faculty</td>
<td>Milrose Benitez</td>
</tr>
</tbody>
</table>
Business Office
3434 S. Grand
CAL 130

The Price Business Office supports the Sol Price School of Public Policy in meeting its organizational, financial and administrative goals. The Business Office provides support in the areas of budgeting, financial reporting, fiscal management, operations, payroll matters and vendor relations. Through the development and implementation of policies and procedures, the Price Business Office ensures that the Price School has the tools and knowledge needed to operate efficiently and effectively in accordance with University, federal and state guidelines.

Melissa Azarcon  Senior Business Officer  213-821-8176  mazarcon@price.usc.edu
Milrose Benitez  Payroll Technician  213-821-8239  mebenite@price.usc.edu
Eric Chiang  Business Technician  213-281-2862  ejchiang@price.usc.edu
Gino De Los Reyes  Business Analyst  213-821-8247  gldelosr@price.usc.edu
Vangie Dupas  Payroll Supervisor  213-821-8187  dupas@price.usc.edu
Stella Leung  Business Manager  213-821-8181  stellakl@price.usc.edu
Jean Nguyen-Lee  Financial Manager  213-821-8183  jeann@price.usc.edu

USC and Price School Websites

USC Kuali Financial System Webpage
http://fbs.usc.edu/depts/kuali

USC Kuali User Guide (Purchasing, e-market, DV/DVQE)
http://fbs.usc.edu/depts/kuali/page/6262/purchasing-accounts-payable-purap-usc-emarket/

USC Purchasing - Forms
http://fbs.usc.edu/depts/purchasing/page/700/forms-and-documents/

USC eCert-Effort Reporting
http://fbs.usc.edu/depts/ofa/page/4118/policies/

USC Research Administration (TARA)
https://research.usc.edu/usc-research-administration-system/
Business Office, Continued

<table>
<thead>
<tr>
<th>Business Office Services</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Types of Financial Inquiries</td>
<td>Jean Nguyen, Stella Leung, Gino De Los Reyes</td>
</tr>
<tr>
<td>Audits</td>
<td>Jean Nguyen or Stella Leung</td>
</tr>
<tr>
<td>Account Status/Cognos Report</td>
<td>Jean Nguyen, Stella Leung, Gino De Los Reyes</td>
</tr>
<tr>
<td>Budgets</td>
<td>Melissa Azarcon</td>
</tr>
<tr>
<td>Cash Advance for University Travel</td>
<td>Stella Leung</td>
</tr>
<tr>
<td>eCert-Effort Reporting</td>
<td>Jean Nguyen</td>
</tr>
<tr>
<td>eMarket Purchasing System</td>
<td>Jean Nguyen, Stella Leung, Gino De Los Reyes</td>
</tr>
<tr>
<td>Expense Reports</td>
<td>Melissa Azarcon</td>
</tr>
<tr>
<td>Endowment &amp; Gift Accounts</td>
<td>Gino De Los Reyes</td>
</tr>
<tr>
<td>Faculty Research Allowance</td>
<td>Melissa Azarcon</td>
</tr>
<tr>
<td>Financial Reporting</td>
<td>Gino De Los Reyes</td>
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<tr>
<td>Independent Contractor Payments</td>
<td>Jean Nguyen, Stella Leung, Gino De Los Reyes</td>
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<td>Internal Requisitions</td>
<td>Jean Nguyen, Stella Leung, Gino De Los Reyes, Eric Chiang</td>
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<tr>
<td>Non-Employee/Guests Services (iVIP)</td>
<td>Vangie Dupas</td>
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<tr>
<td>KUALI Financial System</td>
<td>Melissa Azarcon</td>
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<tr>
<td>Payroll</td>
<td>Vangie Dupas</td>
</tr>
<tr>
<td>Procurement Cards</td>
<td>Stella Leung</td>
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<tr>
<td>Purchase Orders</td>
<td>Jean Nguyen, Stella Leung, Gino De Los Reyes, Eric Chiang</td>
</tr>
<tr>
<td>Reimbursements (DVQE)-Grants Acct</td>
<td>Jean Nguyen, Stella Leung, Gino Reyes, Eric Chiang</td>
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<tr>
<td>Reimbursements (DVQE)-Non-Grants Acct</td>
<td>Jean Nguyen, Stella Leung</td>
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<tr>
<td>Setting Up New Accounts</td>
<td>Melissa Azarcon</td>
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<tr>
<td>TARA Contracts &amp; Grants System</td>
<td>Meggy Frye</td>
</tr>
<tr>
<td>Travel Cards</td>
<td>Stella Leung</td>
</tr>
<tr>
<td>Trojan Time Payroll System-Students</td>
<td>Vangie Dupas</td>
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<tr>
<td>Trojan Time Payroll -Adjunct Faculty</td>
<td>Milrose Benitez</td>
</tr>
<tr>
<td>Unrestricted Accounts</td>
<td>Melissa Azarcon, Jean Nguyen or Stella Leung</td>
</tr>
</tbody>
</table>

Many of our business services are supported based on the account designation. New faculty should meet with Melissa Azarcon to establish all new accounts and meet the business office staff assigned to support your specific account designation (unrestricted, endowment or gift accounts). This will provide you with a direct point of contact for your all of your business office requests.

For routine requests, such as a reimbursement, cash advance for university travel, ordering supplies, a requisition or purchase order; if you are not supported by a Center or if your request is in support of a School activity, the Dean’s Office can be your point of contact to assist you with these services.
Career Services
650 Childs Way
RGL 108 and 111

For more than 80 years, the USC Sol Price School of Public Policy has prepared some of the nation’s most dedicated leaders and connected them with influential organizations that help solve the world’s most complex challenges. The Office of Career Services (one of three units that is part of Student Affairs) assists students with internship and employment opportunities; provides tailored career advisement; organizes networking events, facilitates alumni involvement; and conducts career panels so that students develop a strong professional network before graduating. In addition, the Office of Career Services hosts numerous professional development workshops, programs and events so that students are prepared for a professional career upon graduation.

Monica Bray  Director of Career Services  213-740-7481  mbray@price.usc.edu
Lisa Luna  Career Services Coordinator  213-740-0546  lluna@price.usc.edu
Zarui Neksalyan  Student Services Advisor  213-740-8174  neksalya@price.usc.edu
Seema Yedavalli  Assistant Director  213-740-0533  yedavall@price.usc.edu

Price School Websites

Price School Webpage
http://priceschool.usc.edu/

Price School Career Services Webpage
http://priceschool.usc.edu/careers/

Career Services:  Contact
Career Services  Monica Bray
Alumni Update  Zarui Neksalyan
Advising Appointments  Lisa Luna
Employer Information Sessions  Seema Yedavalli
Employment Data  Zarui Neksalyan
### Career Services, Continued

<table>
<thead>
<tr>
<th>Career Services</th>
<th>Contact</th>
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<tbody>
<tr>
<td>Events</td>
<td>Lisa Luna</td>
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<tr>
<td>Externships</td>
<td>Seema Yedavalli</td>
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<tr>
<td>Fellowships</td>
<td>Seema Yedavalli</td>
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<tr>
<td>Internships</td>
<td>Lisa Luna</td>
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<tr>
<td>Job Announcements</td>
<td>Zarui Neksalyan</td>
</tr>
<tr>
<td>Mentor Program</td>
<td>Zarui Neksalyan</td>
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<tr>
<td>New Employers</td>
<td>Monica Bray</td>
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<tr>
<td>New Programming</td>
<td>Monica Bray</td>
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<tr>
<td>Newsletter</td>
<td>Lisa Luna</td>
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<tr>
<td>PriceNet</td>
<td>Seema Yedavalli</td>
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<tr>
<td>Workshops</td>
<td></td>
</tr>
</tbody>
</table>
Communications Office
1150 S. Olive Street, Suite 1500
AT&T
213-740-2695

The Price School’s Office of Communications is responsible for peer institution communications, student recruitment materials, the Price School’s Website, generating content and producing the Price electronic newsletter six times per year, special Price School videos, photography and Flickr slide shows, Price polling and events twitter accounts, recommending YouTube content, coordinating with central USC Communications on media relations, publicity for high-profile events, and content for the USC Chronicle, Trojan Family Magazine and the USC News website, and speech writing for the dean’s office.

Jan Peterson     Director of Communications 213-821-8242 janispet@price.usc.edu
Ben Dimapindan   Price Webmaster/Writer 213-821-8250 bdimapin@price.usc.edu
Deirdre Flanagan   Communications Coordinator 213-740-2695 dmflanag@price.usc.edu
Mike Gaetani        Communications Manager 213-821-5615 gaetani@price.usc.edu

USC and Price School Websites

USC Main Webpage
http://www.usc.edu

Price School Main Webpage
http://priceschool.usc.edu/

Social Media Accounts
Twitter
Facebook
LinkedIn
YouTube
Flickr
Pinterest
iTunes University

Contact
Communications Office
Development Office
Development Office
Price Video Services
Communications Office
Student Affairs Office
Price Video Services
Communications Services, Continued

**Communications Services:**
- Faculty Webpage updates
- General Questions
- Price Newsletter
- Media Relations
- Price School Experts List
- Print Media
- Special Projects

**Contact**
- Ben Dimapindan
- Deirdre Flanagan
- Ben Dimapindan
- Central USC Media Office
- Deirdre Flanagan
- Mike Gaetani
- Jan Peterson
External Relations & Development Office
1150 S. Olive Street, Suite 1500
AT&T
213-821-0429

The Office of External Relations and Development provides a broad array of services to support the School’s external relations, outreach, fundraising and development activities. These services include: capital campaign and fundraising strategy development, prospect research, database management, proposal preparation, grant writing, annual giving programs, planned giving, gift recording and processing, financial management, special events planning and oversight, donor relations/stewardship, board/volunteer management and any special project requiring external relations or outreach involvement.

<table>
<thead>
<tr>
<th><strong>Price School</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>John Sonego</td>
<td>Associate Dean</td>
</tr>
<tr>
<td>Caroline Bhalla</td>
<td>Director of Development</td>
</tr>
<tr>
<td>Bryan Curiel</td>
<td>Project Specialist</td>
</tr>
<tr>
<td>Jenny Eccles</td>
<td>Executive Director</td>
</tr>
<tr>
<td>Megan Goulding</td>
<td>Associate Director of Dev.</td>
</tr>
<tr>
<td>Heidi Rosano</td>
<td>Director of Programs /Events</td>
</tr>
<tr>
<td>Glenda Silva</td>
<td>Development Associate</td>
</tr>
<tr>
<td>Tammy Sung</td>
<td>Events Manager</td>
</tr>
<tr>
<td>Brent Watson</td>
<td>Development Associate</td>
</tr>
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<table>
<thead>
<tr>
<th><strong>Lusk Center</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>J.D. Brown</td>
<td>Associate Director of Dev</td>
</tr>
<tr>
<td>Suzanne Ekerling</td>
<td>Executive Director</td>
</tr>
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<table>
<thead>
<tr>
<th><strong>Center for Philanthropy and Public Policy</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Farrah Azizi</td>
<td>Development Officer</td>
</tr>
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<table>
<thead>
<tr>
<th><strong>Schaeffer Center</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Sadena Thevarajah</td>
<td>Director of External Affairs</td>
</tr>
</tbody>
</table>
## External Relations & Development Office, Continued

### Price School Websites

- **Price School Alumni Webpage**
  [http://priceschool.usc.edu/alumni/](http://priceschool.usc.edu/alumni/)

- **Price School Giving Webpage**
  [http://priceschool.usc.edu/alumni/giving/](http://priceschool.usc.edu/alumni/giving/)

### Development Services:

<table>
<thead>
<tr>
<th>Service</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative &amp; Financial Support</td>
<td>Bryan Curiel</td>
</tr>
<tr>
<td>Alumni Relations</td>
<td>Caroline Bhalla</td>
</tr>
<tr>
<td>Annual Giving</td>
<td>John Sonego &amp; Caroline Bhalla</td>
</tr>
<tr>
<td>Athenian Society</td>
<td>Caroline Bhalla</td>
</tr>
<tr>
<td>Board of Councilors</td>
<td>Jenny Eccles</td>
</tr>
<tr>
<td>Corporate &amp; Foundation Relations</td>
<td>John Sonego &amp; Megan Goulding</td>
</tr>
<tr>
<td>Dean’s Speaker Series</td>
<td>Tammy Song</td>
</tr>
<tr>
<td>Donor Stewardship</td>
<td>Jenny Eccles</td>
</tr>
<tr>
<td>Donor Engagement Materials</td>
<td>Megan Goulding</td>
</tr>
<tr>
<td>Event Planning</td>
<td>Heidi Rosano</td>
</tr>
<tr>
<td>Estate Planning Gifts</td>
<td>John Sonego</td>
</tr>
<tr>
<td>External Relations</td>
<td>John Sonego</td>
</tr>
<tr>
<td>Federal Relations</td>
<td>John Sonego</td>
</tr>
<tr>
<td>Fundraising</td>
<td>John Sonego</td>
</tr>
<tr>
<td>Fundraising Communication Strategies</td>
<td>Megan Goulding</td>
</tr>
<tr>
<td>Gift Agreements</td>
<td>John Sonego</td>
</tr>
<tr>
<td>Guardian Awards Event</td>
<td>Tammy Song</td>
</tr>
<tr>
<td>Major Gifts</td>
<td>John Sonego &amp; Jenny Eccles</td>
</tr>
<tr>
<td>Outreach Programs</td>
<td>John Sonego</td>
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<td>Philanthropy Capacity Building</td>
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<td>Planned Giving</td>
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<td>Planning Program Advisory Board</td>
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<td>Price Capital Campaign Support</td>
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<tr>
<td>Price Parents &amp; Parent’s Council</td>
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<td>Price Leadership Council</td>
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<td>Price Salon Series</td>
<td>Tammy Song</td>
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<tr>
<td>Special Requests</td>
<td>John Sonego</td>
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<td>USC Alumni Association Board</td>
<td>Glenda Silva</td>
</tr>
<tr>
<td>Volunteer Boards</td>
<td>Glenda Silva</td>
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</tbody>
</table>
Facilities Office
3434 S. Grand
CAL 130
213-740-7271

The Price Facilities Office in conjunction with the USC Facilities Maintenance Services is responsible for the day to day operation, repair and maintenance of Price buildings, infrastructure and grounds on the University Park Campus. The office services a diverse set of operational activities at Ralph and Godly Lewis Hall, the Von KleinSchmid Building, the Gateway Building, the PE Building, the Student Union Building, the CAL Building, the AT&T Building and the Accounting Building.

Matt Loggins  Facilities Director  213-821-1511  loggins@price.usc.edu
Harry Van Dort  Facilities Coordinator  213-740-7271  vandort@price.usc.edu
Teresa Tonejas  Security Guard  805-210-9090  teresa.tonjes@yahoo.com

Other Important Numbers
Facilities Emergency Number  213-740-6833
USC Emergency Number  213-740-4321

USC Websites
USC Emergency Website
http://emergency.usc.edu/

USC Travel Emergencies

USC Trojan Alert
https://trojansalert.usc.edu/index.php?CCheck=1

Maintaining your Class in an Emergency
http://cst.usc.edu/services/emergencyprep.html

USC Facilities Webpage
http://facilities.usc.edu/
Facilities Office, Continued

Facilities Services:
Building Work Orders (lights out, etc.)
Classroom Issues in General
Copier Problems
Copy Codes
Emergency Procedures
Emergency Preparedness Plan
Furniture
Hot/Cold Issues
Janitorial Services
Keys
Mail Boxes & Distribution
Moving
Office Temperature
Copy Paper Order
Price Letterhead & Envelopes
Renovations
Security
Special Requests
Telephone Questions/Problems
Coffee Bar/Water Supplies

Contact
Matt Loggins
Matt Loggins or Harry Van Dort
Harry Van Dort
Matt Loggins
Matt Loggins
Matt Loggins
Matt Loggins
Matt Loggins
Matt Loggins
Matt Loggins
Matt Loggins
Matt Loggins
Harry Van Dort
Harry Van Dort
Harry Van Dort
Harry Van Dort
Harry Van Dort
Harry Van Dort
Harry Van Dort
Matt Loggins
Matt Loggins
Matt Loggins or Regina Nordahl
Matt Loggins
Harry Van Dort
Harry Van Dort
Human Resources Office
3434 S. Grand
CAL 130-G
213-821-9191

Led by Director Gail Uyeda, the Human Resources Department of the Price School of Public Policy of USC provides employees with guidance and support for various HR functions including: recruitment, hiring, talent management, on-boarding, benefits assistance, employment practices, university policies, compliance, performance appraisals, coaching and counseling, reorganizations and other related services.

Gail Uyeda  Human Resources Director  213-821-8191  guyeda@price.usc.edu

USC and Price School Websites

Price School Intranet Webpage
http://priceschool.usc.edu/intranet/

USC Benefits
http://www.usc.edu/dept/Benefits/

USC Equity & Diversity Office
http://www.usc.edu/dept/hr/equity_diversity/

USC Employee Gateway
http://employees.usc.edu/

USC Human Resources Administration
http://www.usc.edu/dept/hr/hra/

USC Policies
http://policies.usc.edu/

USC Temporary Services
http://fbs.usc.edu/depts/purchasing/page/3903/msp-homepage
### Human Resources Office, Continued

**Human Resources Services:**

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<tbody>
<tr>
<td>Benefits</td>
<td>Gail Uyeda</td>
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<tr>
<td>Building Access Cards</td>
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<tr>
<td>Business Cards</td>
<td>Gail Uyeda</td>
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<tr>
<td>Coordinating Staff Employee Candidate Interviews</td>
<td>Gail Uyeda</td>
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<tr>
<td>Directory Updates</td>
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<td>Discipline Matters</td>
<td>Gail Uyeda</td>
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<tr>
<td>Hiring</td>
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<tr>
<td>Independent Contract Agreements (ICAs)</td>
<td>Gail Uyeda</td>
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<tr>
<td>Identification Cards-USCard</td>
<td>Gail Uyeda</td>
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<tr>
<td>Interviewing Candidates</td>
<td>Gail Uyeda</td>
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<tr>
<td>Job Descriptions</td>
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<td>Leave Requests</td>
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<td>Listservs</td>
<td>Gail Uyeda</td>
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<tr>
<td>Name Badges</td>
<td>Gail Uyeda</td>
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<td>Organizational Charts</td>
<td>Gail Uyeda</td>
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<td>Orientation</td>
<td>Gail Uyeda</td>
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<td>Policy Matters</td>
<td>Gail Uyeda</td>
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<td>Reorganizations</td>
<td>Gail Uyeda</td>
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<td>Recruitment-Staff &amp; Research Candidates</td>
<td>Gail Uyeda</td>
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<tr>
<td>Resume Review</td>
<td>Gail Uyeda</td>
</tr>
<tr>
<td>Screening Potential Staff Employee Candidates</td>
<td>Gail Uyeda</td>
</tr>
<tr>
<td>Student Incident Reporting</td>
<td>Carol Rush in Student Affairs</td>
</tr>
<tr>
<td>Talent Management</td>
<td>Gail Uyeda</td>
</tr>
<tr>
<td>Training Assistance</td>
<td>Gail Uyeda</td>
</tr>
<tr>
<td>USCard Assistance</td>
<td>Gail Uyeda</td>
</tr>
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</table>
Information Technology Office
3434 S. Grand
CAL 130

The Price Information Technology Office provides leadership and support in information technology across the School and in conjunction with the USC Information Technology Services. Price IT promotes IT solutions that improve and enhance the teaching, learning, research and administrative operations. The staff provides hands on support for most IT matters and they have the ability to facilitate solutions with the University's central IT services when needed. The Price IT Office provides a wide variety of IT, desktop, video and digital media services.

CAL Office (CAL 130)
Jim McPartlan  IT Director  213-740-6081 mcpartla@price.usc.edu
Marcus Como   IT Consultant  213-740-3584 como@price.usc.edu

Lewis Hall Office (RGL 242)
Adam Lunetta   IT Consultant  213-740-2174 alunetta@price.usc.edu
Gerardo Toscanini  IT Consultant  213-740-0369 toscanini@price.usc.edu

Gateway Office (GWA Unit A)
Daniel George  IT Manager  213-821-6466 danielge@price.usc.edu

ROTC Office (PED 115B)
Cathy Des Lauriers  IT Manager  213-821-1034 cathyd@rotc.usc.edu

Price Video Services
650 Childs Way
RGL 101B

Jonathan Schwartz  Digital Media Mgr  213-359-7849 jonls@price.usc.edu

Price Distance Education
3434 S. Grand
CAL 130-H

Shan Carballo   Director, Technology  213-821-8184 sccarbal@price.usc.edu
Information Technology, Continued

USC and Price School Websites

Price School IT Webpage
http://priceschool.usc.edu/intranet/mis

USC IT Website
http://www.usc.edu/its/

IT Services:       Contact
Price Help Desk
Help Desk
Accounts
Network Printer and Scanner Problems
Network Connectivity
Ordering IT Equipment
Classroom Technology Support
Desktop Issues
Price Email Set Up
VPN access
Wireless Issues
Mobile Devices

Contact
priceit@usc.edu  213-740-2174

Purchasing
Computing Equipment Purchases
(Computers, Printers, Laptops, Tablets, etc.)
Software Purchase & Licensing

Jim McPartlan
mcpartla@usc.edu

Price Video Services
Adobe Connect Set-up
Polycom Phone Set-up
Video-conferencing
Video-taping
Price YouTube Channel
Price iTunes U Channel
Distance Learning Support

pvs@price.usc.edu

Schaeffer Center Help Desk

ithelp@healthpolicy.usc.edu
213-821-6481
International Initiatives Office
650 Childs Way
RGL 301

The Price International Initiatives Office provides support to the School on a full range of international and global initiatives. This effort is led by Dr. Eric Heikkila who leads Price’s efforts in global partnerships and exchange opportunities representing Price in relationships and negotiations with foreign universities, foreign governments and other institutions abroad. He shepherds these proposals though the University’s Global Office and the Legal Department for review and final approval. In addition, his staff provides support for visiting international scholars, Price faculty or students traveling abroad, internships and special exchange programs.

Dr. Eric Heikkila  Director  213-821-1037  heikkila@price.usc.edu
Ginger Li  Program Administrator  213-740-1466  jingjiel@price.usc.edu

USC and Price School Websites

USC Office of Global Initiatives
http://globalization.usc.edu/office/

USC International Services
http://sait.usc.edu/ois/

USC Student International Travel
http://scampus.usc.edu/guidelines-for-student-led-international-travel/

Price International Initiatives
http://priceschool.usc.edu/initiatives/international/

International Initiatives Services:
Executive Education (International)  Dr. Eric Heikkila or Ginger Li
Global Partnership Agreements  Dr. Eric Heikkila
International Student Labs/Classes  Dr. Eric Heikkila
Invitations for Visiting International Scholars  Regina Nordahl
International Visitor Visa Processing  Ginger Li
Memorandums of Understanding (MOUs)  Dr. Eric Heikkila
Processing Travel Insurance & Documents  Ginger Li
Special Requests  Dr. Eric Heikkila
Office of Research
3434 S. Grand
CAL 130

The Price Office of Research serves as a resource for research faculty and their administrators. The office oversees grant and contract administration and research compliance to support and facilitate funding and adherence to University and federal, state and private sponsor policies. The office also provides an integrated set of services designed to help faculty navigate the USC contracts and grants process from proposal development and submission through post-award management.

Genevieve Giuliano  Senior Associate Dean  213-740-3956  giuliano@price.usc.edu
Meggy Frye  Contract & Grants Manager  213-821-8175  mfrye@price.usc.edu
Elizabeth Gatchalian  Contract & Grants Coord.  213-821-8180  egatchal@price.usc.edu

Price Centers

<table>
<thead>
<tr>
<th>Center</th>
<th>Director</th>
<th>Faculty Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>John &amp; Judith Bedrosian Center</td>
<td>Dr. Raphael Bostic</td>
<td>Dr. Steve Hora</td>
</tr>
<tr>
<td></td>
<td>Program Administrator:</td>
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<tr>
<td></td>
<td>Aubrey Hicks</td>
<td>Kelly Buccola</td>
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<tr>
<td>Center for Economic Development</td>
<td>Dr. Leonard Mitchell</td>
<td>Dr. Glenn Melnick</td>
</tr>
<tr>
<td></td>
<td>Program Administrator:</td>
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<tr>
<td></td>
<td>Deepak Bahl</td>
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<tr>
<td>Center for Health Care Finance Policy &amp; Management</td>
<td>Dr. Glenn Melnick</td>
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<td></td>
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<tr>
<td>Center for Homeland Security (CREATE)</td>
<td>Dr. Steve Hora</td>
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<td></td>
<td>Program Administrator:</td>
<td>Kelly Buccola</td>
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<tr>
<td>Center for Philanthropy and Public Policy</td>
<td>Dr. James Ferris</td>
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<td></td>
<td>Program Administrator:</td>
<td>Megan Flagg</td>
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<tr>
<td>Center for Sustainable Cities</td>
<td>Dr. Hilda Blanco</td>
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<tr>
<td>Lusk Center for Real Estate</td>
<td>Dr. Richard Green</td>
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<td></td>
<td>Associate Director:</td>
<td>Sonia Savoulian</td>
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<td>METTRANS Center</td>
<td>Dr. Genevieve Giuliano</td>
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<td>Program Administrator:</td>
<td>Victoria Deguzman</td>
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Office of Research, Continued

Price Centers

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<tr>
<td>Population Dynamics Group</td>
<td>Dr. Dowell Myers</td>
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<td>Price Center for Social Innovation</td>
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<td>Richard Parks</td>
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<tr>
<td>Leonard Schaeffer Center for Health Policy &amp; Research</td>
<td>Dr. Dana Goldman</td>
<td>Dr. Julie Zissimopoulos</td>
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<tr>
<td>USC Schwarzenegger Institute</td>
<td>Dr. Nancy Staudt</td>
<td>Dr. Bonnie Reiss</td>
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<tr>
<td>Tomas Riviera Policy Institute</td>
<td>Dr. Roberto Suro</td>
<td>Anna Fischer</td>
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USC and Price School Websites

USC Research Webpage
http://research.usc.edu/

USC Research Administration (TARA)
https://research.usc.edu/usc-research-administration-system/

Price School Research Webpage
http://priceschool.usc.edu/research/

Price School Research Administration Webpage
http://priceschool.usc.edu/intranet/research-admin/
### Office of Research, Continued

**Contracts and Grants Services**

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<th>Service</th>
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<tr>
<td>Funding opportunities*, Proposal Development &amp; Proposal Approval</td>
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<tr>
<td>General Proposal, Grant, Contract Inquiries</td>
<td>Meggy Frye or Elizabeth Gatchalian</td>
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<td>Proposal development &amp; Submission</td>
<td>Meggy Frye</td>
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<tr>
<td>Post Award Set-up &amp; Funding</td>
<td>Elizabeth Gatchalian or Jean Nguyen &amp; Stella Leung-Business Office</td>
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<td>Post Award Grants &amp; Contracts Management</td>
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<tr>
<td>Research News</td>
<td>Meggy Frye</td>
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<tr>
<td>Research Reports</td>
<td>Meggy Frye &amp; Elizabeth Gatchalian</td>
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<tr>
<td>Staff Recruitment &amp; Hiring</td>
<td>Gail Uyeda, Human Resources</td>
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<tr>
<td>Setting Up Student Workers &amp; Research Assistants</td>
<td>Vangie Dupas, Business Office-Payroll</td>
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<tr>
<td>Training on Contracts &amp; Grants Financial Systems</td>
<td>Meggy Frye &amp; Elizabeth Gatchalian</td>
</tr>
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</table>

*For Foundation Opportunities, also see Megan Goulding, Office of External Relations and Development*
Recruitment and Admissions Office
650 Childs Way
RGL 111

The Recruitment and Admissions Office (one of three units that is part of Student Affairs) implements strategies to attract and enroll high quality and diverse students to our undergraduate program, two-year master’s programs (MHA, MPA, including the MPA in Sacramento, MPL, MPP) and Ph.D. programs. One-year master’s programs and executive program recruitment (EML, IPPAM, MRED and DPPD) is handled by the individual programs and online program recruitment (MPA-OL and EMHA-OL) is handled by Embanet.

In addition, the office processes all graduate applications for admission, including applications to one-year and executive programs and online programs. The Recruitment and Admission Office works closely with the Undergraduate Programs Office in processing undergraduate changes of major and minors and with the Graduate Programs in Health Policy and Management, Public Administration and Urban Planning and Development in processing applications of Progressive Degree students and with all programs in processing applications of those applying to our graduate certificate programs.

Marisol Rios    Director    213-740-0527    marisolr@price.usc.edu
Julio Alcaraz   Admissions Counselor 213-740-1036    jalcaraz@price.usc.edu
Sarah Esquivel  Assistant Director   213-740-0399    sesquiv@price.usc.edu
Doug Evans      Recruitment/Marketing Mgr 916-637-8970    evansdou@price.usc.edu
Diana Ramos     Student Services Assistant 213-740-7594    noraramo@price.usc.edu
Breanne Tcheng Admissions Counselor 213-740-0710    btcheng@price.usc.edu

Price School Websites

Price School Webpage
http://priceschool.usc.edu/

Price School Admissions Office
http://priceschool.usc.edu/admission/
**Recruitment and Admissions Office, Continued**

<table>
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<td>Admissions</td>
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<td>DPPD</td>
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<td>EMHA-Online</td>
<td>Marisol Rios</td>
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<td>Breanne Tcheng</td>
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<td>Marisol Rios</td>
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<td>MHA</td>
<td>Diana Ramos</td>
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<td>Sarah Esquivel</td>
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<td>MRED</td>
<td>Sarah Esquivel</td>
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<tr>
<td>PHD</td>
<td>Julio Alcaraz</td>
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<tr>
<td>New Business (Markets, Student Organizations, Exchanges)</td>
<td>Marisol Rios</td>
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<tr>
<td>Recruitment / Marketing</td>
<td>Carol Rush</td>
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<td>Sacramento Recruitment</td>
<td>Carol Rush or Marisol Rios</td>
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<tr>
<td>Social Media</td>
<td>Doug Evans</td>
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<tr>
<td>Student Affairs Events (Orientations, Admitted Student Events)</td>
<td>Breanne Tcheng</td>
</tr>
<tr>
<td></td>
<td>Megan Curran</td>
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</table>
Reserve Officer Training Programs (ROTC)

The University of Southern California hosts the Air Force, Army, Marine Corps and the Navy on campus through the Reserve Officer Training Program (ROTC) established by Congress on March 4, 1925. The ROTC programs at USC, administered by the Price School, are dedicated to preparing young adults for military service.

<table>
<thead>
<tr>
<th>USC Air Force ROTC</th>
<th>Commanding Officer: Lieutenant Colonel Sean Marler, USAF</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Program Assistant: Pam Wallace-Thompson</td>
</tr>
<tr>
<td></td>
<td>Email: <a href="mailto:prwall@rotc.usc.edu">prwall@rotc.usc.edu</a></td>
</tr>
<tr>
<td></td>
<td>Office: PED 112</td>
</tr>
<tr>
<td></td>
<td>Telephone: 213-740-2670</td>
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<table>
<thead>
<tr>
<th>USC Army ROTC</th>
<th>Commanding Officer: Major Justin Chezem, USA</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Program Assistant: Cathy Ioki</td>
</tr>
<tr>
<td></td>
<td>Email: <a href="mailto:cioki@rotc.usc.edu">cioki@rotc.usc.edu</a></td>
</tr>
<tr>
<td></td>
<td>Office: PED 110</td>
</tr>
<tr>
<td></td>
<td>Telephone: 213-740-2770</td>
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<table>
<thead>
<tr>
<th>USC Naval ROTC</th>
<th>Commanding Officer: Colonel Jonathan W. Hitesman, USMC</th>
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<tbody>
<tr>
<td></td>
<td>Program Assistant: Marsha Stoughton</td>
</tr>
<tr>
<td></td>
<td>Email: <a href="mailto:stoughto@rotc.usc.edu">stoughto@rotc.usc.edu</a></td>
</tr>
<tr>
<td></td>
<td>Office: PED 101</td>
</tr>
<tr>
<td></td>
<td>Telephone: 213-740-1839</td>
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<table>
<thead>
<tr>
<th>University Liaison to ROTC Programs</th>
<th>Regina Nordahl</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Email: <a href="mailto:rnordahl@price.usc.edu">rnordahl@price.usc.edu</a></td>
</tr>
<tr>
<td></td>
<td>Office: RGL 312</td>
</tr>
<tr>
<td></td>
<td>Telephone: 213-740-1920</td>
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</tbody>
</table>

| USC and Price Webpages |

ROTC Financial Aid Questions  
[http://www.usc.edu/admission/fa/applying_receiving/rotc/](http://www.usc.edu/admission/fa/applying_receiving/rotc/)

USC Army ROTC Program  

USC Air Force ROTC Program  
[http://www.usc.edu/dept/afrotc/](http://www.usc.edu/dept/afrotc/)

USC Naval ROTC Program  
[http://www.usc.edu/dept/nrotc/](http://www.usc.edu/dept/nrotc/)
The Price School in Sacramento
State Capital Center Office
1800 I Street
Sacramento, CA 95811-3004
916-442-6911

Located just a few blocks from the California State Capitol, the USC Sol Price School of Public Policy in Sacramento affords exceptional academic, executive education and research opportunities. We offer the Master of Public Administration (MPA) degree and Leadership Programs at the Center. The Price School in Sacramento is actively engaged in policy outreach to establish partnerships and produce knowledge that improves problem solving on critical issues facing our society.

Janet Denhardt  Director & Faculty  916-637-8978  denhardt@price.usc.edu
Robert Denhardt  Faculty  916-637-8989  rdenhardt@price.usc.edu
Juliet Musso  Faculty  916-637-8986  musso@price.usc.edu
Chester Newland  Emeritus Faculty  916-442-6911  newland@price.usc.edu
Chris Weare  Faculty  916-637-8987  weare@price.usc.edu
Paul Danczyk  Director-Ex Ed  916-637-8988  danczyk@price.usc.edu
Doug Evans  Recruit/ Marketing Manager  916-637-8970  evansdou@price.usc.edu
Juliet Lee  Administrative Assistant  916-637-8972  julietle@price.usc.edu
Scott Steele  MPA Program Coordinator  916-637-8985  steele@price.usc.edu

Price School Websites
Price School in Sacramento
http://priceschool.usc.edu/programs/sacramento/

Services Available:
Academic Programs
Events
Facilitates Inquiries
General Inquiries
Guest Parking
Leadership/Executive Education Programs
Marketing
Policy Outreach
Student Inquires
Student Recruitment
Reserve Classroom or Meeting Room
Travel Information

Contact
Janet Denhardt
Scott Steele or Juliet Lee
John Wesley
Juliet Lee
Scott Steele or Juliet Lee
Robert Denhardt or Paul Danczyk
Doug Evans
Janet Denhardt
Scott Steele
Doug Evans
Scott Steele or Juliet Lee
Scott Steele or Juliet Lee
Student Affairs Offices
650 Childs Way
RGL 108 and 111

Student Affairs is divided into three units: Recruitment and Admissions (see also page 29), Student Services (see also page 36), and Career Services (see also page 13), and provides services that support students and the academic programs that cut across the school or multiple degree programs. In addition, Student Affairs supports the Dean’s Office and Academic Programs by providing degree program and school-wide enrollment and student aid projections and enrollment analyses.

Carol Rush  Associate Dean  213-740-9852 crush@price.usc.edu
Julio Alcaraz  Admissions Counselor  213-740-1036 jalcaraz@price.usc.edu
Monica Bray  Career Services Director  213-740-7481 mbray@price.usc.edu
Megan Curran  Student Services Advisor  213-740-3353 mecurran@price.usc.edu
Sarah Esquivel  Asst Dir-Recruit/Admissions  213-740-0399 sesqueve@price.usc.edu
Doug Evans  Recruit/Marketing Mgr  916-637-8970 evansdou@price.usc.edu
David Glavin  Student Affairs Analyst  213-740-0525 dglavin@price.usc.edu
Carmen Gomez  Administrative Services  213-740-1778 cgomez@price.usc.edu
Marisol Rios  Director-Recruit/Admissions  213-740-0527 marisolr@price.usc.edu
Lisa Luna  Career Services Coordinator  213-740-0546 lluna@price.usc.edu
Zarui Neksalyan  Student Services Advisor  213-740-8174 neksalya@price.usc.edu
Diana Ramos  Student Services Assistant  213-740-7594 normaramo@price.usc.edu
Breanne Tcheng  Admissions Counselor  213-740-0710 btcheng@price.usc.edu
Christine Wilson  Director of Student Services  213-740-4127 wilsonca@price.usc.edu
Seema Yedavalli  Asst Director of Career Servs  213-740-0533 yedavall@price.usc.edu

Price School Websites

Price School Webpage
http://priceschool.usc.edu

Price School Admissions Office
http://priceschool.usc.edu/admission/

Price School Career Services Webpage
http://priceschool.usc.edu/careers/

Price School Current Students
http://priceschool.usc.edu/students/
### Student Affairs Offices, Continued

Price School Sacramento  
[http://priceschool.usc.edu/programs/sacramento/](http://priceschool.usc.edu/programs/sacramento/)

<table>
<thead>
<tr>
<th>Recruitment and Admissions:</th>
<th>Contact</th>
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<tr>
<td><strong>Admissions</strong></td>
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<tr>
<td>Undergraduate</td>
<td>Marisol Rios</td>
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<td>DPPD</td>
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<td>EMHA-Online</td>
<td>Marisol Rios</td>
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<td>Breanne Tcheng</td>
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<td>Diana Ramos</td>
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<td>PHD</td>
<td>Julio Alcaraz</td>
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<tr>
<td><strong>New Business (Markets, Student Organizations, Exchanges)</strong></td>
<td>Marisol Rios</td>
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<tr>
<td><strong>Recruitment / Marketing</strong></td>
<td>Carol Rush</td>
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<td><strong>Sacramento Recruitment</strong></td>
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<td><strong>Social Media</strong></td>
<td>Breanne Tcheng</td>
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<tr>
<td><strong>Student Affairs Events</strong></td>
<td>Megan Curran</td>
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<tr>
<td>(Orientations, Admitted Student Events)</td>
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<th>Student Services:</th>
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<td><strong>Student Services (Overall)</strong></td>
<td>Christine Wilson</td>
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<tr>
<td><strong>Class Cancellations</strong></td>
<td>Carmen Gomez</td>
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<td><strong>Class Evaluations</strong></td>
<td>Carmen Gomez</td>
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<tr>
<td><strong>Class Rosters</strong></td>
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<tr>
<td>Download at <a href="https://grs.usc.edu">https://grs.usc.edu</a> using your USC Login</td>
<td>Christine Wilson or Megan Curran</td>
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<tr>
<td><strong>Commencement</strong></td>
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<tr>
<td><strong>Enrollment Analyses/Student Data</strong></td>
<td>Carol Rush or David Glavin</td>
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<tr>
<td><strong>Financial Aid</strong></td>
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<tr>
<td><strong>Grades (All on line)</strong></td>
<td><a href="http://www.usc.edu/dept/ARR/grades/">www.usc.edu/dept/ARR/grades/</a> or Carmen Gomez</td>
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<tr>
<td><strong>New Business (Markets, Student Organizations, Exchanges)</strong></td>
<td>Carol Rush</td>
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Student Affairs Offices, Continued

Student Affairs Events  
(Orientations, Admitted Student Events)  Megan Curran  
Student Exchanges  Christine Wilson  
Student Incident Reporting  Carol Rush  
Student Organizations and Honor Societies  Megan Curran  
Washington Semester  Megan Curran

Career Services:  
Career Services (Overall)  Monica Bray  
Alumni Updates  Zarui Neksalyan  
Advising Appointments  Lisa Luna  
Employer Information Sessions  Seema Yedavalli  
Employment Data  Zarui Neksalyan  
Events  Lisa Luna  
Externships  Seema Yedavalli  
Fellowships  Seema Yedavalli  
Internships  Lisa Luna  
Job Announcements  Zarui Neksalyan  
Mentor Program  Zarui Neksalyan  
New Employers  Monica Bray  
New Programming  Monica Bray  
Newsletter  Monica Bray  
PriceNet  Lisa Luna  
Workshops  Seema Yedavalli

Analysis:  
Enrollment Analyses and Projections  Carol Rush or David Glavin  
Student Data for Accreditations and Research Proposals  David Glavin

Contact  
Monica Bray  
Zarui Neksalyan  
Lisa Luna  
Seema Yedavalli  
Zarui Neksalyan  
Lisa Luna  
Zarui Neksalyan  
Lisa Luna  
Zarui Neksalyan  
Monica Bray  
Monica Bray  
Monica Bray  
Lisa Luna  
Seema Yedavalli  
Carol Rush or David Glavin  
David Glavin
Student Services Office
650 Childs Way
RGL 108

The Student Services Office provides support services to students that cut across multiple degree programs. The Student Services Office assists students in securing scholarships and funding, administers the Price School student aid budget, organizes many of the Student Affairs Offices major events, coordinates the student associations and administers the Washington Semester and student exchange programs. In addition, the Office of Student Services processes all corrections of grades and course evaluations.

Christine Wilson  Director of Student Services  213-740-4127 wilsonca@price.usc.edu
Megan Curran  Student Services Advisor  213-740-3353 mecurran@price.usc.edu
Carmen Gomez  Administrative Services  213-740-1778 cgomez@price.usc.edu
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Financial Aid  Christine Wilson or Megan Curran
Grades (All on line)  www.usc.edu/dept/ARR/grades/ or Carmen Gomez
New Business (Markets, Student Organizations, Exchanges)  Carol Rush
Student Services Office, Continued

Student Affairs Events
   (Orientations, Admitted Student Events)          Megan Curran
Student Exchanges                                Christine Wilson
Student Incident Reporting                       Carol Rush
Student Organizations and Honor Societies       Megan Curran
Washington Semester                             Megan Curran

Analysis:
Enrollment Analyses and Projections             Contact
Student Data for Accreditations and             Carol Rush or David Glavin
Research Proposals                              David Glavin
## Academic Calendar for AY 2013-2014

### Summer Semester 2013 - 58 instructional days
- **Registration**: Mon-Tue, May 20-21
- **Classes Begin**: Wed, May 22
- **Memorial Day**: Mon, May 27
- **Independence Day**: Thu-Fri, July 4-5
- **Classes End**: Tue, August 13

### Fall Semester 2013 - 72 instructional days
- **Open Registration**: Mon-Fri, August 19-23
- **Move-In**: Wed, August 21
- **Classes Begin**: Mon, August 26
- **Labor Day**: Mon, September 2
- **Thanksgiving**: Wed-Sat, November 27-30
- **Classes End**: Fri, December 6
- **Study Days**: Sat-Tue, December 7-10
- **Exams**: Wed-Wed, December 11-14
- **Winter Recess**: Thu-Sun, December 19-January 12

### Spring Semester 2014 - 73 instructional days
- **Open Registration**: Thu-Fri, January 9-10
- **Classes Begin**: Mon, January 13
- **Martin Luther King’s Birthday**: Mon, January 20
- **Presidents’ Day**: Mon, February 17
- **Spring Recess**: Mon-Sat, March 17-22
- **Classes End**: Fri, May 2
- **Study Days**: Sat-Tue, May 3-6
- **Exams**: Wed-Wed, May 7-14
- **Commencement**: Fri, May 16
## Holiday Schedule

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<tbody>
<tr>
<td>Independence Day</td>
<td>Thu, Jul 4 to Fri, Jul 5</td>
<td>Fri, Jul 4</td>
<td>Fri, Jul 3</td>
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<tr>
<td>Labor Day</td>
<td>Mon, Sep 2</td>
<td>Mon, Sep 1</td>
<td>Mon, Sep 7</td>
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<tr>
<td>Thanksgiving</td>
<td>Thu, Nov 28 to Fri, Nov 29</td>
<td>Thu, Nov 27 to Fri, Nov 28</td>
<td>Thu, Nov 26 to Fri, Nov 27</td>
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<td>Christmas</td>
<td>Wed, Dec 25</td>
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<td>Winter Recess</td>
<td>Thu, Dec 26 to Tue, Dec 31</td>
<td>Fri, Dec 26 to Wed, Dec 31</td>
<td>Mon, Dec 28 to Thu, Dec 31</td>
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<td>New Year’s Day</td>
<td>Wed, Jan 1</td>
<td>Thu, Jan 1 to Fri, Jan 2</td>
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<td>Martin Luther King Day</td>
<td>Mon, Jan 20</td>
<td>Mon, Jan 19</td>
<td>Mon, Jan 18</td>
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<td>President’s Day</td>
<td>Mon, Feb 17</td>
<td>Mon, Feb 16</td>
<td>Mon, Feb 15</td>
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<tr>
<td>Memorial Day</td>
<td>Mon, May 26</td>
<td>Mon, May 25</td>
<td>Mon, May 30</td>
</tr>
</tbody>
</table>

Revised: June 2013
Hours of School Operations

Office Operations

Monday through Friday from 8:30 am to 5:00 pm
We are closed on all University approved holidays.

Classroom Operations

Monday through Friday from 8:00 am to 9:30 pm
Saturday and Sunday from 9:00 am to 5:00 pm
We are closed on University approved holidays.

Lewis Hall Hours

Monday through Friday from 7:30 am to 10:00 pm
Saturday and Sunday from 8:00 am to 6:00 pm
We are closed on University approved holidays.
Listservs-E-Mail Address Groups

Faculty
pricefac-l@mymaillists.usc.edu Faculty

Staff
pricestaff-l@mymaillists.usc.edu Staff

Adjunct Faculty
priceaff_fac-l@mymaillists.usc.edu Adjunct Faculty

Faculty & Staff
priceall-l@mymaillists.usc.edu All faculty and staff

Undergraduate Students
priceundgra-l@mymaillists.usc.edu ALL Undergraduates

Master Students
pricemstrs-l@mymaillists.usc.edu All Price Master Students
pricemha-l@mymaillists.usc.edu Master of Health Administration
pricempl-l@mymaillists.usc.edu Master of Planning/Planning and Development Studies
pricempa-l@mymaillists.usc.edu Master of Public Administration
pricempp-l@mymaillists.usc.edu Master of Public Policy
pricemred-l@mymaillists.usc.edu Master of Real Estate Development
priceippam-l@mymaillists.usc.edu Master of Public Policy and Management [IPPAM]
priceeml-l@mymaillists.usc.edu Executive Master of Leadership
priceemha-l@mymaillists.usc.edu Executive Master of Health Administration

Doctoral Students
pricedocs-l@mymaillists.usc.edu All Price Doctoral Students
pricephd-l@mymaillists.usc.edu Doctor of Philosophy [Ph.D.]
pricedppd-l@mymaillists.usc.edu Doctor of Policy, Planning, and Development [DPPD]

Please note that we will be changing and adding new categories of faculty listservs for the new academic year in late August 2013
Map of the USC University Park Campus

Printable PDF Link: http://web-app.usc.edu/maps/map.pdf