New Graduate Student Orientation
Graduate Program in Pharmaceutical Sciences

Schedule

Tuesday – August 11, 2020
SOP Room AMA 217 / ABI 1314

- 8:30 AM
  - Sign Documents
  - Copy Information from VISAs, Passports, I-20s
    - Teresa Carlisle, Graduate Program Coordinator, GPPS
    - Kimberly Sullivan, Program Manager, GPPS, Abilene
- 12:00 PM
  - Lunch
- 1:30 PM
  - Set up bank accounts for any students who need it.
    - Bank of America/Bank of your choice (Amarillo)
    - First Financial Bank/Bank of your choice (Abilene)
- 3:30 PM
  - Pictures for ID Badges
    - Western Photo (Amarillo)
    - Picture Me Perfect (Abilene)

Wednesday – August 12, 2020
SOP Room AMA 335 / ABI 1314

- 8:30 AM
  - Meet the Dean
    - Brandt Schneider, PhD, Dean, GSBS, TTUHSC, Lubbock
- 9:00 AM
  - Welcome, Policies, Teaching Assignments
    - Thomas Abbruscato, Chair, Professor and Interim Graduate Program Advisor, Department of Pharmaceutical Sciences
- 10:00 AM
  - Break
- 10:15 AM
  - Web Site Bios, Seminar, Travel, Awards, Scholarship information, Newsletter
    - Susan King, Graduate Student Advisor, GPPS
- 11:00 AM
  - Introduction to Pharmaceutical Sciences Graduate Faculty
- 12:00 PM
  - Lunch

SOP Room AMA 335 / ABI 1314

- 1:30 PM
  - TTUHSC Police Department
    - Lt. Robert Steele, Lieutenant, TTUHSC Police Department, Amarillo
    - Nancy Boles, Specialist IV, TTUHSC Police Department, Amarillo
    - Roger Ellis, Supervisor, TTUHSC Abilene Police Department, Abilene
- 2:00 PM
Campus Parking/Student Fees
- **Paul Hernandez**, Sr. Attendant, TTUHSC Building Maint. And Operations (Parking), Amarillo
- **Ruth Austin**, Unit Manager, TTUHSC Finance and Administration, Abilene

2:30 PM
- Department Procedures
  - **Teresa Carlisle**, Graduate Program Coordinator, GPPS

3:45 PM
- Break

**Your Lab**
- 4:00 PM
  - NESOP Level 2 Training and Other On-line Training – due by 8 am, Thursday, August 13, 2020.

**Thursday, August 13, 2020**
SOP Room AMA 335 / ABI 1314

- 8:00 AM
  - IPE/On-line Safety Training
    - (If ePAFs have been approved/applied)
- 9:00 AM
  - Human Resources (AMA)
    - **Devona Smith**, Director, Human Resources, Amarillo
  - Human Resources (ABI)
    - **Joy Alsabrook**, Unit Manager, Human Resources, Abilene
- 9:30 AM
  - Network Access Wired and Wireless, Security, Dell Purchase Program vs. other vendors, IT Services, etc.
    - **Dallas Eaves**, IT Support Technician II, IT, Amarillo
    - **Shawn Bartz**, IT Support Technician I, IT, Amarillo
    - **Steven Butchart**, IT Support Technician III, IT, Amarillo
    - **Travis Hobbs**, IT Support Technician III, IT, Amarillo
    - **Michelle Kelsey**, IT Support Specialist IV, Abilene
- 10:00 AM
  - F-1 Glacier Information (via tech link – HSC 1C124)
    - **Katie Wilkerson**, CPA, Chief Accountant Tax Compliance
- 10:30 AM
  - GSBS Introduction
    - **Pam Johnson**, Director, GSBS, TTUHSC, Lubbock
- 11:00 AM
  - Student Business Services
    - **Tabitha Baines**, Assoc. Man. Dir., SBS, TTUHSC, Lubbock
    - **Alexis Gutierrez**, Senior Analyst, SBS, TTUHSC, Lubbock
- 11:15 AM
  - Financial Aid
    - **Mia Myers**, Assistant Director, Student Affairs, TTUHSC, Lubbock
- 11:25 AM
  - Diversity
    - **Doris Hereford**, Director, Student Affairs, TTUHSC, Lubbock
- 11:35 AM
  - Student Disability Services
    - **Tamara Mancini**, M.Ed., Director, Stud. Dis. Serv., TTUHSC, Lubbock
- 11:45 AM
  - Student Life
    - **Deidra Satterwhite**, Media Relations Coordinator, Student Affairs, TTUHSC, Lubbock
- 12:00 AM
12:15 PM
  o Lunch

1:30 PM
  o Maintaining F-1 Status
    ▪ Teresa Carlisle, DSO, Office of International Affairs, Amarillo

2:30 PM
  o Tour of SOP/ARB/PAC (AMA)
    ▪ Teresa Carlisle, Graduate Program Coordinator, GPPS, Amarillo
  o Tour of SOP (ABI)
    ▪ Dr. Laurence Wood, Associate Professor, Abilene Graduate Program Advisor

4:00 PM
  o IPE/On-line Safety Training (If ePAFs have been approved/applied)

Friday, August 14, 2020

SOP Room AMA 335 / ABI 1314
  ▪ 8:00 AM
    o IPE/On-line Safety Training (If ePAFs have been approved/applied)

SOP Room 423 / ABI 1314
  ▪ 8:30 AM
    o Equipment Training (Amarillo)
      ▪ Nga Nguyen, Sr. Technician, Office of the Sciences
    o Core Equipment (Abilene)
      ▪ Arani Datta, Sr. Technician, Department of Immunotherapeutics and Biotechnology

SOP Room AMA 210
  ▪ 10:00 AM
    o Safety Overview, Radiation Training
      ▪ Elizabeth Sanders, Unit Manager, Safety Services, Lubbock
      ▪ Allison Thelin, Senior Safety Officer, Safety Services, Lubbock
  ▪ 1:00 PM
    o Lunch
  ▪ 2:30 PM
    o IPE/On-line Safety Training (If ePAFs have been approved/applied)