PROGRAMS

Geophysical Fluid Dynamics Program – Fellowships  Janet Fields

Global Learning and Observations to Benefit the Environment (GLOBE) Partnership  Kama Thieler

Guest Students  Tricia Gebbie
(High school, undergraduate, graduate)

K-12 Curriculum  Kama Thieler

MIT/WHOI Joint Program:
Admissions  Delia Oppo
- oversight  Lea Fraser
- logistics  Julia Westwater
Alumni Association  Julia Westwater
Check-in and check-out  Lea Fraser
Class scheduling  Julia Westwater
Computer loans  Julia Westwater, Valerie Caron
Course evaluations  Julia Westwater
Degree lists  Lea Fraser
Grades  Julia Westwater
Health insurance  Julia Westwater
Joint Committee support  Lea Fraser
Loan deferment forms  Lea Fraser
Ocean Ventures Fund coordination  Christine Charette
Registration  Julia Westwater
Steinbach Visiting Scholar Program  Lea Fraser
Student verification letters  Lea Fraser
Thesis committee meeting reservations  Lea Fraser
Thesis defense notices  Lea Fraser
Thesis reproduction  Lea Fraser
Travel Reimbursement  Lea Fraser
- Conference travel  Julia Westwater
- Faculty intercampus travel  Julia Westwater
- MIT/WHOI intercampus travel  Tricia Gebbie
Tuition and stipend management  Christine Charette

Ocean Research Experience for Liberal Arts Undergraduates  Tricia Gebbie

Postdoctoral Scholars, Fellows, and Investigators  Janet Fields
PROGRAMS (Continued)

Semester at WHOI Program Kama Thieler
Summer Student Fellowship Program Kama Thieler

SERVICES

Accreditation (Institution) Meg Tivey, et al
APO Administrative Support Valerie Caron
Appointment and promotion memos
- Current scientific staff/faculty Delia Oppo, Julia Westwater
- Postdoc to Assistant Scientist Meg Tivey, Janet Fields

Budgets
  Coordination of all budgets Christine Charette
  - Academic Programs Christine Charette
  - Faculty Christine Charette
  - Postdoctoral program Janet Fields
  - Housing Valerie Caron

Faculty hours Julia Westwater

General Academic Programs Office Information Valerie Caron

Housing Valerie Caron

Proposal preparation for Academic Programs Office Christine Charette