

**Department of Economics**  
**Departmental Resources for Faculty**

Last Updated:  
21 July 2022

**Where do I go for help with...**

- Room Scheduling, Course Schedule – Diane Fisher
- Conference Room Reservations – Karen Kovarik, Sarah Riley
- Building/maintenance issues – Sarah Riley
- Web site content management – Sarah Riley
- IT/Computer issues – Christopher Jorgensen
- Undergraduate Curriculum issues – Darin Wohlgemuth
- Graduate Curriculum issues – Brent Kreider
- Course scheduling requests/concerns – Sergio Lence
- Financial issues – Marty Watt
- Grant Proposal Preparation – Lisa Stephany
- Post award grant support – Janice Crow (Econ) Deb Thornburg (CARD)

**Department/College/University Policies**

- The Department Governance Document describes faculty roles and responsibilities, and spells out key policies related to annual reviews, term faculty advancement, promotion & tenure. It can be found online here: [https://www.econ.iastate.edu/files/page/files/2022\\_04\\_governance.pdf](https://www.econ.iastate.edu/files/page/files/2022_04_governance.pdf)
- Regular department meetings: all faculty are encouraged to attend departmental meetings. Regular meetings are scheduled on the first Tuesday of each month, 3:40-5:00 PM. Econ Council establishes the agenda for each meeting at its meeting on the last Tuesday of the preceding month.
- College policies can be found here:
  - CALS: [https://www.cals.iastate.edu/files/cals\\_gov\\_doc\\_dec\\_2019\\_new.pdf](https://www.cals.iastate.edu/files/cals_gov_doc_dec_2019_new.pdf)
  - LAS: <https://iastate.app.box.com/s/8v6ejgihh3coaedwaprxz48n3p3h6zs>
- The University Faculty Handbook can be accessed from the Provost's website: <https://www.provost.iastate.edu/policies/faculty-handbook>
- [The Department Web Site "Resoures" Page contains many other helpful links](#)

**Research/Scholarship/Teaching**

- The department has an online working paper series indexed by RePEC. You can submit works here: <https://scholarship.lib.iastate.edu/digital-repository/submissions/economics>
- The Center for Excellence in Learning and Teaching ([CELT](#)) offers a wealth of teaching related resources and training, including introductions to the university LMS system: Canvas
- The AEA and AAEA maintain links to useful Teaching Resources
  - <https://www.aeaweb.org/resources/teachers>
  - <https://www.aaea.org/membership/online-teaching-resources>
- [Video interviews on Economic Topics](#)
- [Marginal Revolution University](#) offers many useful teaching resources

## Department Staff Contact Information

---

Amy Brandau, Academic Adviser	4-6147	Room 166C
Amy Emmett, Graduate Studies Coordinator	4-2702	Room 260B
Sarah Riley, Administrative Assistant, Econ, CARD	4-6740	Room 260C
Christopher Jorgensen, Systems Support Spec.	4-6718	Room 62E
Karen Kovarik, Administrative Assistant, Econ, CARD	4-8835	Room 266A
Diane Fisher, Student Services Specialist	4-5436	Room 174

## ECON EMAIL FOR:

---

- GRAD STUDENTS QUESTIONS: [econgrad@iastate.edu](mailto:econgrad@iastate.edu)
  - direct graduate students here for their questions and concerns
- UNDERGRAD STUDENTS QUESTIONS: [econundergrad@iastate.edu](mailto:econundergrad@iastate.edu)
  - any undergrad questions or concerns, or general advising questions
- GENERAL BUILDING, ORDERING SUPPLIES: [econadmin@iastate.edu](mailto:econadmin@iastate.edu)
  - for Heady room scheduling, building questions, and supply requests
- OFFICE ASSISTANCE: [econ-officehelp@iastate.edu](mailto:econ-officehelp@iastate.edu)
  - Student assistance for general office help
- IT: [econ-tech@iastate.edu](mailto:econ-tech@iastate.edu)
  - IT support and questions

## EMAIL DISTRIBUTION LISTS:

---

The Economics Department has a number of email distribution lists. You can find a listing of these on the department Intranet Page <https://intranet.econ.iastate.edu/>. There is a link to this page from the department website (you must be on campus or using VPN to access).