This guide is intended to help streamline communication for you as you transition to online teaching.

### Course Coordinator
- Uploads materials to Canvas
- Real time course support
- Troubleshooting of basic, known technology issues*

- Justen Harris, Foundational Science, MS1
- Shayna Hulbert, Foundational Science, MS2
- Mariela Vasquez-Gordo, Layers of Medicine, Pathways
- Roya Hagigholam, Critical Care, Transition to Internship
- Sarah Poole, CMC, MS1
- Michelle Adsitt, CMC, MS2
- Johanna Blair, CMC MS3

### Program Manager
- Implements instructional design and assessment
- Trains and supports course faculty
- Trains and supports course coordinators
- Back-up for course coordinators

- Kristin Barry, Foundational Science
- Rachael Smith, Clinical Education, LOM, Pathways
- Amanda Vincent, CMC

### Director of Curriculum and Faculty Support
- Instructional Design for all courses
- Technology processes and solutions
- 1:1 training and support of all faculty
- Curriculum database support
- Website design and support
- Trains and supports program managers
- Back-up for program managers

- Kerri Shaffer

*In the event of advanced or unknown technical issues, please submit a trouble ticket [here](#)