

## FALL 2009 REPORTING DATES FOR NEW GRADUATE STUDENTS

### Aerospace Engineering

Graduate Program Administrative Contact: Darwisah Burgess 276-6432 [burged@rpi.edu](mailto:burged@rpi.edu) JEC 2002  
Graduate Program Director: Prof. A. Hirsaa 276-6997 [hirsaa@rpi.edu](mailto:hirsaa@rpi.edu) JEC 2006

#### Report to Department

- On arrival report to JEC 2002 to check-in with Ms. Darwisah Burgess.
- Wednesday, August 26, 1:00 – 2:00 p.m.; JEC 3117 Meeting for ALL new graduate students with Profs. Blanchet and Hirsaa.

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### Applied Mathematics & Mathematics

Graduate Program Administrative Contact: Dawnmarie Robens 276-6414 [robensd@rpi.edu](mailto:robensd@rpi.edu) Amos Eaton 301  
Graduate Program Director: Prof. I. Herron 276-6997 [herroi@rpi.edu](mailto:herroi@rpi.edu) Amos Eaton 406

#### Report to Department

- Tuesday, August 25, 8:45 a.m., Amos Eaton 4<sup>th</sup> Floor Department orientation and paperwork completion
- Wednesday, August 26, 8:45 a.m., Amos Eaton 4<sup>th</sup> Floor Department orientation continues

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### Applied Science

Graduate Program Director: Prof. W. Siegmann 276-6905 [siegmw@rpi.edu](mailto:siegmw@rpi.edu) 1C12 Science Center

#### Report to Department

- Email and call ahead for an appointment during orientation.

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### Architecture - Architectural Sciences

Graduate Program Administrative Contact: Erin Bermingham 276-3986 [bermie@rpi.edu](mailto:bermie@rpi.edu) 105 Greene  
Graduate Program Director: Prof T. Krueger 276-2562 [krueger@rpi.edu](mailto:krueger@rpi.edu) 106 Greene

#### Report to Department

- Monday, August 31, 12 p.m., Greene Building, Architecture picnic
  - Monday, August 31, 2 p.m., Greene Gallery, All-school meeting
  - Wednesday, September 9, 6 p.m., Greene Gallery, Graduate Reception
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## Architecture – Lighting

Graduate Program Administrative Contact: Dan Frering 687-7149 [frerid@rpi.edu](mailto:frerid@rpi.edu) Gurley Bldg. 3<sup>rd</sup> Floor  
Graduate Program Director: Prof. T. Krueger 276-2562 [krueger@rpi.edu](mailto:krueger@rpi.edu) 106 Greene

### Report to Department

- Wednesday, August 26, 9 a.m. - 4 p.m., Gurley Bldg Department meeting for MS students in Lighting and MS and PhD students in Architectural Sciences with a concentration in Lighting.
- Monday, August 31, 12 p.m., Greene Building, Architecture picnic
- Monday, August 31, 2 p.m., Greene Gallery, All-school meeting
- Wednesday, September 9, 6 p.m., Greene Gallery, Graduate Reception

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## Biology

Graduate Program Administrative Contact: Jody Malm 276-2808 [malmj@rpi.edu](mailto:malmj@rpi.edu) Science Center 1W14  
Graduate Program Director: Prof. L. Ligon 276-3458 [ligonl@rpi.edu](mailto:ligonl@rpi.edu) Biotech Bldg. 2109

### Report to Department

- Tuesday, August 25 – 9:00 – 7:30, Biology Department Orientation, events ending day with welcome barbecue
- Wednesday, August 26 – 10:00 – 3:00, Biology Department Orientation continues

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## Biochemistry and Biophysics

Graduate Program Director: Prof. J. Koretz 276-2818 [koretj@rpi.edu](mailto:koretj@rpi.edu) CBIS 3223

### Report to Department

- Email (preferred) or call ahead for an appointment during orientation.

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## Biomedical Engineering

Graduate Program Administrative Contact: Pam Zepf 276-6548 [zepfp@rpi.edu](mailto:zepfp@rpi.edu) JEC 7049  
Graduate Program Director: Prof. D. Vishishth 276-6548 [vashid@rpi.edu](mailto:vashid@rpi.edu) JEC 7049

### Report to Department

- Wednesday, August 26 in the morning. There will be an orientation luncheon with Dr. Deepak Vashishth, Associate Professor, from 12-1:30 p.m. in 3145 BT.

### Chemical and Biological Engineering

Graduate Program Administrative Contact: Lee Vilardi 276-6929 [vilarl@rpi.edu](mailto:vilarl@rpi.edu) Coonley Lounge 130  
Graduate Program Director: Prof. W. Bequette 276-6683 [bequette@rpi.edu](mailto:bequette@rpi.edu) 102 Ricketts

#### Report to Department

- Wednesday, August 26, 11:00 – 12:00 New Graduate Student Orientation and Advising Breakfast. Students will be advised regarding fall course registration.

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### Chemistry and Chemical Biology

Graduate Program Administrative Contact: Sharon Gardner 276-2140 [derris@rpi.edu](mailto:derris@rpi.edu) Cogswell 120  
Graduate Program Director: Prof. C. Ryu 276-2060 [ryuc@rpi.edu](mailto:ryuc@rpi.edu) Empire State Hall 3109

#### Report to Department:

- Monday, August 24: 5:30 p.m. Dinner with faculty and Orientation. Meet at Polymer Center Conference Room, Empire State Hall (between Cogswell Lab and MRC).
- Tuesday, August 25: 9:00 – 11:00 a.m. - Placement Exam (Analytical Chemistry)  
12:30 – 2:30 p.m. - TA Meetings  
3:00 – 5:00 p.m. - Placement Exam (Biochemistry)
- Wednesday, August 26: 9:00 – 11:00 a.m. - Placement Exam (Inorganic Chemistry)  
3:00 – 5:00 p.m. - Placement Exam (Organic Chemistry)
- Friday, August 28, 9:00 a.m. – 11:00 a.m. - Advising

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### Civil and Environmental Engineering

Graduate Program Administrative Contact: Kimberly Boyce 276-6941 [boycek@rpi.edu](mailto:boycek@rpi.edu) JEC 4049  
Graduate Program Director: Prof. T. Abdoun 276-6544 [abdout@rpi.edu](mailto:abdout@rpi.edu) JEC 4046

#### Report to Department

- Wednesday, August 26, 1:00 p.m. Department Orientation

### **Cognitive Science**

Graduate Program Administrative Contact	Betty Osganian	276-6473	<a href="mailto:osgane@rpi.edu">osgane@rpi.edu</a>	Carnegie 108
Graduate Program Director:	Prof. B. Fajen	276-8266	<a href="mailto:fajenb@rpi.edu">fajenb@rpi.edu</a>	Carnegie 308

#### **Report to Department**

- Tuesday, August 25, 10:00 a.m.; Carnegie 108. For payroll purposes, students should come prepared with their (1) Passport or (2) Driver's License and Social Security card to complete the Federal I-9 form (eligibility verification).
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### **Computer Science**

Graduate Program Administrative Contact:	Terry Hayden	276-8419	<a href="mailto:haydent@cs.rpi.edu">haydent@cs.rpi.edu</a>	Lally 208
Graduate Program Director:	Prof. M. Krishnamoorthy	276-2714	<a href="mailto:moorthy@cs.rpi.edu">moorthy@cs.rpi.edu</a>	Lally 305

#### **Report to Department**

- Wednesday, August 26, 1:30 PM in Lally 102, Department Orientation
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### **Decision Science and Engineering Systems**

Graduate Program Administrative Contact:	Mary Wagner	276-2895	<a href="mailto:wagnem@rpi.edu">wagnem@rpi.edu</a>	CII 5003
Graduate Program Director:	Prof. M. Embrechts	276-4009	<a href="mailto:embrem@rpi.edu">embrem@rpi.edu</a>	CII5217

#### **Report to Department**

- Wednesday, August 26, TAs and RAs report to their department.
  - Wednesday, August 26, 12:00 – 1:00 p.m. Department Orientation
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### **Ecological Economics**

Graduate Program Administrative Contact:	Betty Jean Kaufmann	276-6387	<a href="mailto:kaufmb@rpi.edu">kaufmb@rpi.edu</a>	Sage 3508
Graduate Program Director:	Prof. D. Shawhan	276-2038	<a href="mailto:shawhd@rpi.edu">shawhd@rpi.edu</a>	Sage 3408

#### **Report to Department**

- Wednesday, August 26, 10:00 a.m., in 3205 Sage Lab. Report to complete paperwork and meet with faculty members and adviser.
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## Economics

Graduate Program Administrative Contact: Betty Jean Kaufmann 276-6387 [kaufmb@rpi.edu](mailto:kaufmb@rpi.edu) Sage 3508  
Graduate Program Director: Prof. D. Shawhan 276-2038 [shawhd@rpi.edu](mailto:shawhd@rpi.edu) Sage 3408

### Report to Department

- Wednesday, August 26, 10:00 a.m., in 3205 Sage Lab. Report to complete paperwork and meet with faculty members and adviser.

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## Electrical Engineering, Computer & Systems Engineering, Electric Power Engineering

Graduate Program Administrative Contact: Ann Bruno 276-2554 [bruno@ecse.rpi.edu](mailto:bruno@ecse.rpi.edu) JEC 6012  
Graduate Program Director: Prof. Y. LeCoz 276-2937 [lecozy@rpi.edu](mailto:lecozy@rpi.edu) CII 6225

### Report to Department

- Orientation packets will be available after August 17th in JEC 6012. All new students must pick-up his/her packet no later than August 25.
- Tuesday, August 25, 9:30 a.m., JEC 6309. Mandatory meeting for new Fellowship recipients, RAs and TAs.
- Tuesday August 25, 10 a.m., JEC 6309. Mandatory training for all new TAs.
- Wednesday, August 26, 10 a.m., JEC 6309. Mandatory ECSE Department Orientation for all new graduate students.
- Wednesday, August 26, 1 p.m., JEC 6039. Mandatory meeting for all new Masters students.
- Sunday, August 30, 5 p.m., JEC 3117. Mandatory TA Assignment Meeting.
- Students with Research Assistantships are encouraged to contact his/her advisor ahead of time to arrange a meeting to discuss classes. Students who do not have a pre-designated adviser will have an opportunity to meet with temporary advisers. Information on temporary advisers will be available in the orientation packets.

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## Electronic Arts

Graduate Program Administrative Contact: Jennifer Mumby 276-4784 [mumbyj@rpi.edu](mailto:mumbyj@rpi.edu) West Hall 102  
Graduate Program Director: Prof. N. Rolnick 276-4782 [rolnick@rpi.edu](mailto:rolnick@rpi.edu) West Hall 114

### Report to Department

- Tuesday, August 25, 9:30 a.m., West Hall 102; Mandatory TA Meeting. For payroll purposes, TA's should come with either their (1) Passport OR (2) Driver's License and Social Security card to complete the I-9 form (eligibility verification).
- Tuesday, August 25, 10:00 a.m. - Noon, West Hall 112; Mandatory MFA Orientation
- Tuesday, August 25, Noon - 1:00 p.m, West Hall 112; Luncheon for incoming MFA and Ph.D. students
- Tuesday, August 25, 1:00 p.m. - 3:00 p.m.; Mandatory Ph.D. Orientation.

## Engineering Physics

Graduate Program Administrative Contact:	Darwisah Burgess	276-6432	<a href="mailto:burged@rpi.edu">burged@rpi.edu</a>	JEC 2002
Graduate Program Director:	Prof. A. Hirsaa	276-6997	<a href="mailto:hirsaa@rpi.edu">hirsaa@rpi.edu</a>	JEC 2006

### Report to Department

- On arrival report to JEC 2002 to check-in with Ms. Darwisah Burgess.
  - Wednesday, August 26, 1:00 – 2:00 p.m.; JEC 3117 Meeting for ALL new graduate students with Profs. Blanchet and Hirsaa.
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## Geology

Graduate Program Administrative Contact:	Kim Watson	276-6474	<a href="mailto:kellek@rpi.edu">kellek@rpi.edu</a>	1W19 Science Center
Graduate Program Director:	Prof. S. Roecker	276- 6773	<a href="mailto:roecks@rpi.edu">roecks@rpi.edu</a>	1W06 Science Center

### Report to Department

- Wednesday, August 26 10:00 a.m.; 1W19 Science Center. Report to complete paperwork and meet with faculty members and adviser.
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## Industrial and Management Engineering

Graduate Program Administrative Contact:	Mary Wagner	276-2895	<a href="mailto:wagnem@rpi.edu">wagnem@rpi.edu</a>	CII 5003
Graduate Program Director:	Prof. C. Malmberg	276-2935	<a href="mailto:malmbc@rpi.edu">malmbc@rpi.edu</a>	CII5015

### Report to Department

- Wednesday, August 26, TAs and RAs report to their department.
  - Wednesday, August 26, 12:00 – 1:00 p.m. Department Orientation.
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## Information Technology

Graduate Program Administrative Contact:	Gail Gere	276-6960	<a href="mailto:gereg@rpi.edu">gereg@rpi.edu</a>	Lally 102
Graduate Program Director:	Prof. J. Hendler	276-2660	<a href="mailto:hendler@rpi.edu">hendler@rpi.edu</a>	Lally 206

### Report to Department

- Wednesday, August 26, 12 p.m. – 2 p.m. All students must attend IT Orientation which will include new IT curriculum and employment opportunities. Students will meet fellow new students and IT faculty and staff. Lunch is provided.
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## Language, Literature and Communication (Communication & Rhetoric and Technical Communication)

Graduate Program Administrative Contact: Kathy Colman 276-6469 [colmak@rpi.edu](mailto:colmak@rpi.edu) Sage 4408  
Graduate Program Director: Prof. J. Zappen 391-5491 [zappenj@rpi.edu](mailto:zappenj@rpi.edu) Sage 4406

### Report to Department

- Before August 19, See Tracy Paul, Sage 4508, to fill out your payroll and tax paperwork.  
Funded Student stipend paychecks cannot be issued until this paperwork is filed with the Payroll Office.  
T.A.s and R.A.s may wish to meet with their supervisors prior to the Graduate School and LL&C orientation events. Contact your supervisor to set up your meetings prior to the scheduled orientation activities.
  - Monday, August 24, Afternoon, all new and continuing students are required to meet with the LL&C Acting Department Head for a review of Institute, School and Department policies and procedures.
  - Tuesday, August 25, 10 a.m. – 4:00 p.m. LL&C Graduate Orientation/Research Colloquium. All new and returning students are required to attend. Lunch will be served.  
4:00 p.m. – 5:00 p.m. Partners Orientation: Special session for new graduate students and their partners on the process of getting through graduate school.  
5:30 p.m. LL&C Welcoming Reception for LL&C Graduate Students and their families.
  - Wednesday, August 26, A.M. Separate advising meetings for all new M.S. (Campus and Distance) and Ph.D. Students.  
Distance Student Feedback Session: Late morning with HCI Faculty, Acting Department Head, Graduate Program Coordinator, and EWP representatives. Lunch will be served.
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### Management

Graduate Program Administrative Contact: Rita Thompson 276-4800 [thompr@rpi.edu](mailto:thompr@rpi.edu) Pittsburgh 3208  
Graduate Program Director (PhD): Prof. B. Francis 276-3908 [francb@rpi.edu](mailto:francb@rpi.edu) Pittsburgh 2206  
Graduate Program Director (MS/MBA): Prof. J. Durgee 276-6588 [durgej@rpi.edu](mailto:durgej@rpi.edu) Pittsburgh 3202

### Report to Department

- For reporting times please contact department.
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## Materials Science & Engineering

Graduate Program Administrative Contact: Nancy Beatty 276-6372 [beattn@rpi.edu](mailto:beattn@rpi.edu) MRC 142  
Graduate Program Director: Prof. C. Steinbruchel 276-2904 [steinc@rpi.edu](mailto:steinc@rpi.edu) MRC 113

### Report to Department

- Wednesday, August 26, 8:30 – 3:30, MS&E Conference Room MRC 148A. Dr. Steinbruchel will conduct Departmental Orientation for all new graduate students. An information packet and entering paperwork will be distributed. For payroll purposes, students should come prepared with either their (1) Passport or (2) Driver's License and Social Security card to complete the Federal I-9 form (eligibility verification).

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## Mechanical Engineering

Graduate Program Administrative Contact: Darwisah Burgess 276-6432 [burged@rpi.edu](mailto:burged@rpi.edu) JEC 2002  
Graduate Program Director: Prof. A. Hirsaa 276-6997 [hirsaa@rpi.edu](mailto:hirsaa@rpi.edu) JEC 2006

### Report to Department

- On arrival report to JEC 2002 to check-in with Ms. Darwisah Burgess.
- Wednesday, August 26, 1:00 – 2:00 p.m.; JEC 3117 Meeting for ALL new graduate students with Profs. Blanchet and Hirsaa.

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## Multidisciplinary Science

Graduate Program Director: Prof. W. Siegmann 276-6905 [siegmw@rpi.edu](mailto:siegmw@rpi.edu) 1C12 Science Center

### Report to Department

- Email and call ahead for an appointment during orientation.

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## Nuclear Engineering

Graduate Program Administrative Contact: Darwisah Burgess 276-6432 [burged@rpi.edu](mailto:burged@rpi.edu) JEC 2002  
Graduate Program Director: Prof. A. Hirsaa 276-6997 [hirsaa@rpi.edu](mailto:hirsaa@rpi.edu) JEC 2006

### Report to Department

- On arrival report to JEC 2002 to check-in with Ms. Darwisah Burgess.
  - Wednesday, August 26, 1:00 – 2:00 p.m.; JEC 3117 Meeting for ALL new graduate students with Profs. Blanchet and Hirsaa.
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## Physics

Graduate Program Administrative Contact:	Nicole McQuade	276-8391	<a href="mailto:mcquade@rpi.edu">mcquade@rpi.edu</a>	1C25 Science Center
Graduate Program Director:	Prof. S. Zhang	276-8388	<a href="mailto:zhangs9@rpi.edu">zhangs9@rpi.edu</a>	4119 CII

### Report to Department

- Tuesday, August 25, 10:00 a.m. – 1:00 p.m. Departmental Orientation and Luncheon.
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## Science & Technology Studies

Graduate Program Administrative Contact:	Ann Borrero	276-6413	<a href="mailto:borrea2@rpi.edu">borrea2@rpi.edu</a>	Sage 5508
Graduate Program Director:	Prof. N. Woodhouse	276-8506	<a href="mailto:woodhouse@rpi.edu">woodhouse@rpi.edu</a>	Sage 5708

### Report to Department

- Wednesday, August 26, 10 a.m.; Department Orientation and Luncheon.