



# UNOLS Office Transition





# New Office Staffing



- Executive Secretary – Doug Russell
- Deputy Executive Secretary – Alice Doyle
- Technical Services Manager – Brandi Murphy
- Legal/Risk Management – Dennis Nixon
- Project Assistant – Bridget Harrell-Donze
- Travel, Purchasing & Fiscal Management support provided by UW School of Oceanography





# Timeline



- July 2018 – initial notification of Evaluation Committee’s recommendation
- August 2018 – notification of UNOLS community approval of UW’s selection as next host
- September – present – **weekly transition telecons with UNOLS office**
- September 16 – Dennis Nixon visit to UW
- October 8-9 – Alice Doyle visit to UW
- Early November – UW submission of proposal to NSF. Other proposals (ONR, BOEM, USGS) to follow.
- January 14-15 – visit to URI to work on transition with current staff
- 1 March – UW UNOLS Office stands up, focus 100% on transition
- 1 May – UW UNOLS Office officially on-line





# Areas of Focus



- No degradation of services to UNOLS community
  - Updated UNOLS Points of Contact
  - Well defined UW travel procedures for participants
  - Continue planning for 2019 meetings & activities (i.e. schedule development process)
- Attend all Committee meetings
- New Medical Advisory Services Contract
- IT Transition
  - Partner with UDel for transition from current IT model to full UW IT support (servers, UNOLS Website, IRSO Website, STRS)
- Initiatives
  - Scheduling system (STRS) assessment, future?
  - PCAR system



- We are excited about our opportunity to carry on the great work accomplished by those who have gone before us and to serve the UNOLS Community!!
- Contact for any questions
  - Doug: [dgruss@uw.edu](mailto:dgruss@uw.edu) 206-321-5320
  - Alice: [alice@unols.org](mailto:alice@unols.org) 970-403-3874

