

Staff overview for faculty

- **Department Head / coordinator:** should be your first point of contact for **almost any queries you may have**, including a.o. any academic and non-academic issues with students, your textbook choice, syllabus requirements, grading, your fee, your status of junior vs senior instructor, exams setup, papers, guest lectures, events, information on directed studies, low-enrollment courses and thesis supervision, etc.
- **Coordinator for Academic Affairs (Sara Lusini lusini@webster.nl):** any query related to academic policies and guidelines, Connections and World classroom, faculty development
- **Academic Support Officer (Margreeth van Diepen diepen@webster.nl):** any query related to classroom bookings/rescheduling and syllabi, items for faculty newsletter
- **Reception (Ashleigh Honig honig@webster.nl or reception@webster.nl):** any query related to copy cards and for cancelling classes
- **Librarian (Tan Hamid hamid@webster.nl):** any query related to textbook orders and online library resources
- **Registrar (Selma Zaghaw zaghaw@webster.nl):** any query related to grade submission and course evaluation
- **Business Office (Ellen Bout and Folake Guobadia businessoffice@webster.nl):** any technical query related to contracts and payments