SUNY Cortland
Directory of Campus Offices
Fall 2015
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Telephone Procedures

SUNY Cortland’s Telephone System
SUNY Cortland's telephone system permits on-campus faculty and staff members to be reached directly by dialing their individual telephone numbers. The system also permits direct outside dialing by College personnel.

How to Dial
On Campus: Dial the four- or five-digit extension.
Local: Dial “9,” then dial the seven-digit telephone number.
Long distance in 607 area code: Toll calls, dial “9,” then dial “1,” then dial “607” and the seven-digit telephone number.
Long distance outside 607 area code: Toll calls, dial “9,” then dial “1,” the proper area code and the seven-digit telephone number.

Collect/Credit Card Calls
Dial “9” and follow the directions on the card.

Directory Assistance
Dialing for directory assistance from campus has been restricted due to a drastic increase in charges.
Campus employees are asked to try to locate the number by using a directory service on the Internet such as www.switchboard.com or www.anywho.com.
For international assistance, call Networking and Telecommunications at ext. 2311.

Incoming Collect Calls
Incoming collect calls to campus telephones cannot be accepted. Third-number billing calls (those that are billed to campus numbers from other numbers) also are not permitted.

Telephone User Guide and Voicemail Set-up Instructions
1. Log in to MyRedDragon
2. Select the “Tech Help” tab
3. Scroll down the menu on the left to “Find Services”
4. Select “Faculty/Staff”
5. Scroll down to “Networking and Telecommunications”
6. Choose “Campus Phone Service”

To Request Additions, Changes, Moves or Repairs
1. Log in to MyRedDragon
2. Select the “Tech Help” tab
3. Scroll down the menu on the left side to “Popular Links”
4. Select “Telecommunications Requests”

Problem Calls
Individuals who receive obscene, harassing or threatening calls should not say anything, just calmly hang up. Not reacting to these calls usually causes them to stop. The call should not be discussed with anyone. Chances are, the caller is an acquaintance and may be encouraged by the recipient’s anxiety. The University Police Department should be notified at ext. 2112 if these calls continue.

Online Directory
SUNY Cortland faculty and staff can be looked up online by selecting the Search link on the College’s home page at cortland.edu or from the Faculty/Staff tab in myRedDragon.

Updating the Online Directory
Employees are asked to keep their online directory listing current. This listing can be updated any time.
State employees should:
1. Log in to myRedDragon.
2. Select the Faculty/Staff tab.
3. In the About Me box, select Update/Edit your directory.

Anyone unable to access their directory information or myRedDragon should contact The Help Center at ext. 2500.

Research Foundation employees should submit changes to Brent Danega in the Human Resources Office at brent.danega@cortland.edu or at ext. 2414.
ASC employees should submit directory changes to ASC Human Resources Specialist Sue Michales at sue.michales@cortland.edu or at ext. 4751.

Emergency Information

To Report Emergencies
Dial Ext. 2111 or 911
Please give this information to the University Police Department when making an emergency call:
1. Nature of emergency
2. Building and room number
3. Exact location, such as second floor lounge, elevator, etc.
4. Your name
5. Telephone number from which you are calling

Emergency Blue Light Phones
An emergency phone system has been installed to make reporting serious incidents easier and quicker.
The emergency phones, called “blue light phones,” have a direct line into the University Police Department. They are in a grey or red box attached to a light pole or building. A blue light, easily seen at night, hangs over each box.
To report an incident, open the box and pick up the receiver. The phone will be answered by the University Police Department.

Residence Hall Outdoor Phones
Telephones at the main entrance of each residence hall allow visitors to call the rooms of students.
The phones are equipped with a separate button for emergencies only, which, when activated, will ring directly into the University Police Department.
These phones are designed for short conversations and will terminate the connection after one minute.

Emergency Message System
Types of Emergencies
The system is designed to respond to a variety of campus emergencies. They include:
• Bomb Threat
• Civil Disturbance
• Fire
• Hazardous Material Spill
• Major Road Closing/Incident
• Medical Emergency
• Personal Safety (shooter, suspicious package)
• Severe Weather
• Utility Failure
Evacuation Gathering Sites
Pre-arranged gathering sites have been designated as part of the evacuation procedure for every campus facility. Building administrators have a list of these sites.

Defibrillators
SUNY Cortland participates in the Public Access Defibrillation (PAD) Program.
Buildings with defibrillators are identified on page 24. For more information and a list of specific locations, visit cortland.edu/pad.

How to Submit Your Emergency Contact Information
1. Go online to www.suny.edu/sunyalertsec and select Cortland from the college drop-down box.
2. Under enter user ID, type in the same name you use to log in to your office computer and enter the same password you use on campus.
3. A SUNY Emergency Alert page will appear. Enter your appropriate contact information, then choose submit. If all the fields have been correctly filled, you will be able to select confirm and sign off.
4. Please supply at least a single point of contact — an email address or a phone number. Please do not supply a text-messaging number if your carrier is not listed on the menu.

Students in Distress Support
If someone requires immediate attention after business hours, call the Psychiatric Services Crisis Hotline — 607-756-3771
The Counseling Center offers a guide to dealing with students in distress on its website at cortland.edu/distress/ or request assistance by calling the office at — 4728
The guide includes video simulations involving different concerns students may be facing and how to respond effectively to each situation.

College Resources
Counseling Center — 4728 cortland.edu/sdc/counseling/
Emergency Squad — 4111
University Police Department — 2111
Student Health Services — 4811
Behavioral Assessment Team cortland.edu/information/campus-safety/help-prevent-violence.dot

Safety Tips in an Emergency
Remain calm: By remaining calm, you will be able to think clearly and respond appropriately. If possible, follow the instructions provided by the Campus Emergency Notification System.

Get away, if possible: Only do this if you can escape quickly and safely.
• Identify an escape route first.
• Leave all belongings behind.
• If possible, stay behind furniture, buildings, cars, etc.
• Warn others as you go.

Lock Down: If you cannot escape, hide in the nearest room.
• Lock or barricade doors, close and cover windows.
• Turn off lights and remain very quiet.
• Do not open doors until law enforcement officers give the “all clear” signal.

Take cover: If attackers are armed, hide in a place that totally blocks you from view of the attackers.
If there is nowhere to hide, lie flat on the ground. Stay away from doors and windows.
If a shooter is in the same room with you and gunshots have been fired, it may help to “play dead” until escape is possible or help arrives.
Employee Benefits

Agency Police Services Unit/ PBANYS
Web ------------------------------------- council82.org
Dental: GHI/Emblem Health 800-947-0101
Web ----------------------------------- emblemhealth.com/nyship
Vision: Davis Vision 888-588-4823
Web ----------------------------------- davisvision.com

CSEA Benefit Fund
Web ---------------------------------- csealocal1000.org
Dental and Vision 800-323-2732
Pearl Carroll & Associates
General 800-929-6656
Disability 800-697-2732

Management Confidential
Dental: GHI/Emblem Health 800-947-0101
Web ----------------------------------- emblemhealth.com/nyship
Vision: Davis Vision 888-588-4823
Web ----------------------------------- www.davisvision.com

PEF
Dental: GHI/Emblem Health 800-947-0101
Web ----------------------------------- emblemhealth.com/nyship
Vision: Davis Vision 888-588-4823
Web ----------------------------------- www.davisvision.com

UUP Benefit Fund
Web ---------------------------------- uupinfo.org
Information 800-887-3863
Dental: Delta Dental 800-471-7093
Web -------------------------- deltadentalins.com
Vision: Davis Vision 800-999-5431
Web ----------------------------------- www.davisvision.com

Research Foundation of SUNY
Empire Blue Cross 800-342-9816
Web -------------------------- empireblue.com
Express Scripts (prescription drugs) 800-711-0917
Web ----------------------------------- express-scripts.com
Dental: Delta Dental 800-912-0783
Web -------------------------- deltadentalins.com
Vision: Davis Vision 800-999-5431
Web ----------------------------------- www.davisvision.com

Retirement Plan Numbers
Employees’ Retirement System (ERS) 866-805-0990
Fidelity 800-342-0860
VOYA 315-633-2510
MetLife 800-492-3553 ext. 1386
NYS Deferred Compensation 800-422-8463
Teachers’ Retirement System (TRS) 800-348-7298
TIAA/CREF Participant Information
Center 800-842-2776
VALIC 800-892-5558

Empire Plan Numbers
Participating provider information
Web -------------------------- cs.ny.gov/employee-benefits
Claims Problems/Inquiries 877-769-7447
Empire Blue Cross -------------------------- Press 2
Pre-admission certification for hospital, including maternity admission and skilled nursing facility, inpatient and outpatient hospital coverage, skilled nursing facility and hospice
United Health Care -------------------------- Press 1
Major medical expenses, claim problems, MRI pre-authorization, managed physical network (MPN), PT/chiropractic, procedures covered
Value Options (mental health)
24 hours -------------------------- Press 3
Home Care Advocacy Program (HCAP) Home care, durable medical equipment -------------------------- Press 1
Prescriptions -------------------------- Press 4
Retiree/COBRA –
Civil Service Information 800-833-4344

Health Maintenance Organizations (HMOs)
Capital District Physicians’ Health Plan (CDPHP) 800-993-7299
HMO-Blue 800-447-6269
MVP Health Plan 800-825-5687

Family Benefits Programs
Flexible Spending Account
Hotline 800-358-7202
Download claim forms -------------------------- flexspend.ny.gov

Workers Compensation
Accident Reporting System (ARS)
To report incident 888-800-0029

Employee Assistance Program (EAP)
Van Hoesen Hall, Room C-119 (voice mail) 5777
Melinda Ferguson, co-coordinator 2101
JoAnna Tobias, co-coordinator 4107/2727

Benefit Information Online
The Summary of Employee Benefits is accessible at suny.edu/benefits.


## Campus Offices

### Academic Affairs Office
- Millersville Building, Room 408 —— 2207
- Fax —— 5993
- Mark J. Prus, provost and vice president, academic affairs
- Tracy Kinner, secretary to the provost —— 2207
- Eunice Miller, senior staff assistant —— 5421

### Athletics
- Park Center, Room 2101 —— 4963

### Center for Gender and Intercultural Studies (CGIS)
- Old Main, Room 122 —— 5784

### Clark Center for International Education, James M.
- Miller Building, Room 309 —— 5784

### Enrollment Management Office
- Miller Building, Room 113 —— 4711

### Faculty Development Center
- Memorial Library, Room B-303 —— 4753

### Honors Program
- Old Main, Room B-15C —— 2438

### Information Resources
- Miller Building, Room 206 —— 5942

### Institute for Civic Engagement
- Moffett Center, Room 2120 —— 2481

### Parks Family Environmental and Outdoor Education Center
- Millersville Building, Room 230 —— 5488

### Research and Sponsored Programs Office
- Miller Building, Room 402 —— 2511

### School of Arts and Sciences
- Old Main, Room 124 —— 4312

### School of Education
- Education Building, Room 1239 —— 5430

### School of Professional Studies
- Professional Studies Building, Room 1175 —— 2701

### Academic Affairs Office
- Miller Building, Room 404-H —— 2206
- Fax —— 5590
- Carol Van Der Karr, associate provost
- Pam Schroeder, secretary 2 —— 2206

### Advisement and Transition
- Memorial Library, Room 4-111 —— 4726

### College Writing Center
- Memorial Library, Learning Commons —— 4897

### College Writing Committee
- Old Main, Room 115-B —— 2086

### Institutional Research and Analysis
- Miller Building, Room 404 —— 5565

### International Programs Office
- Old Main Colloquium, Room 219 —— 2209

### Registrar’s Office
- Miller Building, Room 223 —— 4702

### Academic Support and Achievement Program (ASAP)
- Van Hoesen Hall, Room B-205 —— 4309
- Fax —— 758-5014
- Esa Merson, director
- Teri Vigars, associate director
- Carol Kanelis, secretary 1
- Mark Bischoff, academic tutor
- Jen Drake, academic tutor
- Susan Mayberry, academic tutor
- Jeanie Rose, academic tutor
- Christopher Scagnelli, academic tutor

### Access to College Education (ACE)
- Comstock Hall, Room 1312 —— 5662
- Fax —— 5561
- Carol Clarke, coordinator —— 5661
- Lisa Pettraca, staff assistant —— 5481

### Accounting
- Miller Building, Room 326 —— 2418
- Fax —— 5486
- Karen Bastado, college accountant —— 2418
- Brenda Chaffe, staff assistant —— 5481

### Accounts Payable
- Miller Building, Room 309 —— 2407
- Fax —— 5486
- Bruce Perine, manager —— 2409
- Heather Hammond, office assistant 1 —— 2408
- Donna Sickman, office assistant 2 (calculating) —— 2407

### Administrative Computing Services
- Winchell Hall, Room 106
- Fax —— 5999
- Daniel Sidebottom, director —— 2501
- Katie Hudson, secretary 1 —— 2501
- Doris Albro, senior computer operator —— 2493
- Wayne Douglas, senior programmer/analyst —— 5560
- Judi Firluk, senior programmer/analyst —— 5543
- Ray Ruppert, senior programmer/analyst —— 5515
- Brandon Wood, senior programmer/analyst —— 2502

### Admissions Office

#### Undergraduate
- Miller Building, Room 113 —— 4711
- Fax —— 5998

- Mark Yacavone, assistant vice president for enrollment management —— 4608
- Bonnie Merchant, secretary 1
- Betty J. Cheetham, assistant to the director
- Michael Johnson, associate director
- Jillian Tucker, assistant director
- Matthew Cutia, senior admissions advisor
- Kharmen Wang, senior admissions advisor
- Shannon Wightman, admissions advisor/Southeastern recruiter
- Nicholas Fiorentino, admissions advisor
- Jessica Zito, admissions advisor
- Dennis Stratton, admissions assistant
- Ellen Brown, office assistant 2
- Jo-Ann MacLean, office assistant 2 (keyboarding)
- Amy Marsh, office assistant 2 (keyboarding)
- Coni O’Shea, office assistant 2 (keyboarding)
- Heidi Johnson, office assistant 1
- Marilyn Jones, keyboard specialist 1

#### Graduate
- Miller Building, Room 106 —— 4800
- Fax —— 5998
- Jose Feliciano, associate director
- Nancy Kulis, secretary 1
- Doug Langhans, senior admissions advisor
- Sandy Kline, office assistant 1

### Adolescence Education

#### English
- Codruta Temple, coordinator —— 2022

#### Mathematics
- David Dickerson, coordinator —— 2977

#### Modern Language Studies
- Codruta Temple, coordinator —— 2022

#### Science
- Rena Janke, co-coordinator —— 2907
- Sean Nolan, co-coordinator —— 5670
- Pam Smith, secretary 1 —— 4323

#### Social Studies
- Amy Schutt, coordinator —— 2055

### Advisement and Transition
- Memorial Library, Room A-111 —— 4727
- Fax —— 5593

- Abby Thomas, director
- Carol Gridley, secretary 1
- Loni Schlicht, associate director/coordinator of COR 101
- Carol Costell Corbin, assistant director for transfer credit services
- Tracy Frey, academic advisor and coordinator of graduate student support
- Cheryl Hines, academic advisor and coordinator of non-traditional student support
- Colleen Martin, office assistant 2 (keyboarding)
- Emily D. Qunlin, coordinator of transfer student services
- Marinda Souva, academic advisor/coordinator of Orientation
- Susan Stiner, academic advisor

### Affirmative Action Office
- Miller Building, Room 301 —— 2302

- Dawn Norcross, affirmative action officer/assistant director, human resources
- Michelle Congdon, office assistant 3 (hurman resources), Research Foundation benefits administrator

### Africana Studies

#### Department
- Old Main, Room 208-B —— 5760
- Seth N. Aumah, distinguished teaching professor; chair —— 2064
- Deborah A. Dintino, secretary 1 —— 4015
- Anne Adams, lecturer —— 4803
- Dejuan Bowens, lecturer —— 4015
- Richard L. Harris, lecturer —— 4015
- Lewis Rosengarten, lecturer —— 4808
- Hasan Stephens, lecturer —— 4015

### Alumni Arena
- Park Center, Room 1306 —— 4961
<table>
<thead>
<tr>
<th>Building and Grounds</th>
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<tbody>
<tr>
<td>Service Group, Room 3</td>
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<tr>
<td>David Horrocks, assistant director, buildings and grounds services</td>
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<th>Business Office</th>
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<td>Miller Building, Room 330</td>
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<td>Fax</td>
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| Mary K. Murphy, associate vice president, finance |
| Edith Pennell, secretary |

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<th>Accounting</th>
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<tr>
<td>Karen Bastedo, College account</td>
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<th>Accounts Payable</th>
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<tr>
<td>Bruce Perine, manager</td>
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<th>Budget Office</th>
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<td>Jody Maroney, budget officer</td>
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<th>Payroll</th>
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<td>Pam Sullivan, manager</td>
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<th>Property Control</th>
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<td>Christopher Tucker, manager</td>
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<th>Purchasing</th>
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<td>Samuel Colombo, manager</td>
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<th>Research Foundation (Fiscal)</th>
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<td>Elizabeth Speziale, fiscal officer</td>
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<th>Student Accounts</th>
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<td>Jeff Denmon, director</td>
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<th>Call Center</th>
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<td>Brockway Hall, Room 310</td>
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<th>Campus Activities and Corey Union Office</th>
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<tr>
<td>Corey Union, Room 406</td>
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| Fax | 2808 |

| Michael Whitlock, executive director, Corey Union and campus activities |
| Mavis Lefever, secretary 1 |

| Kevin Pristash, director of Corey Union |
| Mary Kate Boland, assistant director, campus activities, leadership and community |

| Sandra Wohlleber, associate director, campus activities and Greek affairs |
| Darlene Phillips, office assistant 2 (keyboarding) |

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<tr>
<th>Campus Artist and Lecture Series (CALS)</th>
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<td>Corey Union, Room 406</td>
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<th>Campus Information</th>
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<td>Switchboard</td>
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<th>Campus Ministries</th>
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<tr>
<td>Interfaith Center</td>
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<tr>
<td>7 Calvert St.</td>
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| Vicki Johnson, director |

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<tr>
<th>Hillel of Cortland</th>
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<tr>
<td>Corey Union SGA Office</td>
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<tr>
<td>Michael Weinstein, advisor</td>
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| Noelle Chaddock, assistant to the president | 2336 |

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<th>Muslim Services</th>
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<tr>
<td>Kassim Kone, associate professor, sociology/anthropology</td>
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<th>O’Heran Newman Catholic Center</th>
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<tr>
<td>O’Heran Newman Chapel</td>
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| 8 Calvert St. | 753-6737 |

| Shawn Allen, director of Catholic campus ministry |
Campus Information

Campus Technology Services
Sperry Center, Room 322 5793
Fax 4299
Lisa H. Kahle, director 5793
Lisa M. Walker, secretary I 5793
Robert Babcock, video services specialist 4894
Stephen Bergman, technology support specialist 4414
Ben Chadwick, media services specialist 2264
James Chapman, technology support specialist 2494
Vickie Hess, associate director 5731
Gerry Hill, senior technology support specialist 5446
Mark Irwin, video services specialist 4211
Jason Johnson, technology support specialist 2498
Steve Marstall, assistant director, Macintosh technology coordinator 5749
Lance Merkur, technology support associate 6799
Julia Morog, training coordinator 2740
Lisa Mostert, technology support assistant 4700
Ricardo Nelson, media services associate 4106
Brad Snyder, associate director 4117
Mary Tosti, technology support specialist 4867
Sophia Weber, technology support specialist 2234

Career Services Library
Van Hoesen Hall, Room B-7 2224
Michelina Gibbons, career resource specialist 2224

Career Services
Van Hoesen Hall, Room B-5 4715
Fax 2937
John R. Shirley, director; coordinator
Internship Office 4715
Donna Young, secretary I 4715
Michele Baran, assistant director/online operations specialist 4715
Michelina Gibbons, career resource specialist 2224
Lisa Randolph, assistant director 4715
Position Vacant, employment services 5729
Courtney Mantey, office assistant 2
(knobarding), credentials coordinator 2160

Catering Office
Fax 5938
Darrell Thomas, catering manager 4922
Robert Sager, assistant manager 2940
Adam Harvey, assistant production manager 4843
Sharon Wegryn, clerk 4626

Center for Environmental and Outdoor Education
See Parks Family Environmental and Outdoor Education Center on page 17.

Center for Ethics, Peace and Social Justice
Old Main, Room 140-A 2016
Andrew Fitz-Gibbon, director

Center for the 4th and 5th Rs
Cornish Hall, Room B07 2455
Thomas Lickona, director 2456
Marthe Seales, office manager 2455

Center for Gender and Intercultural Studies (CGIS)
Old Main, Room 122 5784
Fax 5694
Mecke Nagel, director 5784
Susan Stout, secretary I 5784

Asian/Middle Eastern Studies

Jewish Studies

Latino and Latin American Studies

Native American Studies

Women and Gender Studies

Center for International Education
James M. Clark
See Clark Center for International Education

Center for Obesity Research and Education (C.O.R.E.)
Professional Studies Building, Room 1144 4300
Philip Buckenmeyer, director

Center for Speech, Language and Hearing Disorders
Professional Studies Building, Room 2301 5423
Fax 5941

Central Production (ASC)
Comissary/Receiving 4600
Linda Murphy, dining manager 5418
Leslie Zogg, supervisor 4600

Central Stores
Comissary/Receiving 2509

Central Warehouse/Mail Services
Comissary/Receiving 2509
Fax 5949
Linette Mowers, assistant director, general services 2509
Walter Anderson, general mechanic 4293
Ben Finton, motor vehicle operator 2505
Billie Furlong, office assistant 2 4332
Kathy Gauthier, office assistant 2
(knobarding) 2144
Brad Holl, motor vehicle operator 2505
Martin Rounds, office assistant 1 4586
Mitchell Seamsan, motor vehicle operator 2505

Chemistry Department
Bowser Hall, Room 342 4323
Fax 5928
Gregory Phelan, professor; chair 2905
Pam Smith, secretary I 4323
B. Vance Breakwell, lecturer 4261
Gail Buckenmeyer, lecturer 4261
Karen Downey, assistant professor 5732
John Elton, lecturer 4385
Katherine Hicks, assistant professor 4324
Irene Maffetore, instructional support technician 2906
Andrew Roering, assistant professor 3283
Frank Rossi, associate professor 5580
Maureen Smith, visiting assistant professor 2284
Nisha Varghese, lecturer 2908
Michael Von Tersch, lecturer II 2339
John Welsh, lecturer 4385
Jeffrey Werner, associate professor 5471

Child Care Center, SUNY Cortland
Education Building Room 1000 5955
Fax 5957
Stephanie Frigo, director
Kimberlea VanderWoude, business manager

Childhood/Early Childhood Education Department
Education Building, Room 1241 2706
Fax 5976
Kimberly Rombach, associate professor; chair 2707
Lori Crandall, secretary I 2706
Barbara Conrat, office assistant I
(knobarding) 2449
Patricia Pinto, office assistant I
(knobarding) 5961
Alexis Abramo, Teacher/Leader Quality Partnerships (TLQP) project coordinator 4352
Cale Barrett, lecturer 4276
Valerie Behr, lecturer III 2451
Cynthia Benton, professor 4631
Jeanne Galbraith, assistant professor 2443
Dina Hartung, instructor 5570
Kimberly Kennedy, lecturer 2346
Elizabeth Klein, professor 5682
Emilie Kudela, associate professor 5525
Lin, assistant professor 4234
Linda Joy Mosher, associate professor 5693
Renee Potter, coordinator of student teaching, CEC, lecturer IV 2453
Patricia Roiger, lecturer IV 5479
Judith Schillo, lecturer IV 2454
Shufang Strauss, associate professor 2468
Susan Stratton, associate professor 2467
Christine Ulissi, lecturer 5470
Orvll White, associate professor 2442
Christine Widdall, assistant professor 5528
Kim Wieczorek, associate professor 5687

Children's Museum/Family Times
Education Building, Child Care Center, Room 1000 5525
Emilie Kudela, coordinator

Cinema Study
Van Hoesen Hall, Room B-117 4413
Fax 4821
Paul van der Veer, coordinator 4399

Civil Service Employees Association (CSEA)
Old Main, Room B-15A 2010
Fax 5939
Thomas Hingher, president 2010
Terry Wood, secretary 4218
Kerry Mincher, treasurer 2211

Clark Center for International Education
James M.
Old Main, Room 122 2250
Alexandra Balas, director 4823
Suzanne Pettit, office assistant I
(knobarding) 2250

Classroom Media Services
See Campus Technology Services

Coalition for Education in the Outdoors
See Cortland College Foundation

Collegiate Foundation, Cortland

Collegiate Store
Neubig Hall 4621
Customer Service 4511
Fax 5734
Terrence Cahill, director 4620
Position Vacant, operations manager 4611
David Brower, book department manager 2090
Student Package Pick up 4620
Rob Velez, customer package coordinator 4611
<table>
<thead>
<tr>
<th>Department</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commissary</td>
<td>Corey Union, Room 202-B</td>
<td>5574</td>
</tr>
<tr>
<td></td>
<td>Michael Whitlock, executive director, Corey Union and campus activities</td>
<td></td>
</tr>
<tr>
<td>Communication Disorders and Sciences Department</td>
<td>Professional Studies Building, Room 2201</td>
<td>5423</td>
</tr>
<tr>
<td></td>
<td>Fax</td>
<td>5940</td>
</tr>
<tr>
<td>Communication Studies Department</td>
<td>Corey Grantham, associate professor, chair</td>
<td>758-5037</td>
</tr>
<tr>
<td></td>
<td>Jennifer Stiles, secretary I</td>
<td>5423</td>
</tr>
<tr>
<td></td>
<td>Mary Emm, lecturer IV; clinic director</td>
<td>758-5035</td>
</tr>
<tr>
<td></td>
<td>Eileen Gilroy, lecturer/clinical supervisor</td>
<td>2277</td>
</tr>
<tr>
<td></td>
<td>Deborah Matheron, assistant professor</td>
<td>2378</td>
</tr>
<tr>
<td></td>
<td>Michael Pitcher, lecturer IV, coordinator of audiological services</td>
<td>758-5036</td>
</tr>
<tr>
<td></td>
<td>Jill Toftegaard, lecturer/clinical supervisor</td>
<td>2213</td>
</tr>
<tr>
<td></td>
<td>Irena Vincent, associate professor</td>
<td>2536</td>
</tr>
<tr>
<td></td>
<td>Deborah Wilson, instructor; assistant clinic director</td>
<td>758-5031</td>
</tr>
<tr>
<td>Campus Information</td>
<td>Corey Union, Room 406</td>
<td>5574</td>
</tr>
<tr>
<td></td>
<td>Fax</td>
<td>2808</td>
</tr>
<tr>
<td></td>
<td>Michael Whitlock, executive director, Corey Union and campus activities</td>
<td></td>
</tr>
<tr>
<td>Custodial Services</td>
<td>Brockway Hall, Room 317</td>
<td>5448</td>
</tr>
<tr>
<td></td>
<td>Fax</td>
<td>578-5007</td>
</tr>
<tr>
<td></td>
<td>Linda Batton, manager, financial operations</td>
<td>5787</td>
</tr>
<tr>
<td></td>
<td>Corrina Harvey, office assistant</td>
<td>5572</td>
</tr>
<tr>
<td></td>
<td>Sheila (Sam) Morse, financial operations specialist</td>
<td>2532</td>
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<td></td>
<td>Dorothy Barrett Smith, records and gift processing clerk</td>
<td>5744</td>
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<tr>
<td>Custodial's Urban Recruitment of Educators (C.U.R.E.) Program</td>
<td>Comish Hall, Room 1222</td>
<td>2450</td>
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<tr>
<td></td>
<td>Fax</td>
<td>578-5007</td>
</tr>
<tr>
<td></td>
<td>Anne Burns Thomas, program coordinator</td>
<td>4337</td>
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<tr>
<td></td>
<td>Neal McDowell, graduate assistant</td>
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<tr>
<td>Counseling and Student Development</td>
<td>Van Hoesen Hall, Room B-4</td>
<td>4728</td>
</tr>
<tr>
<td></td>
<td>Fax</td>
<td>2367</td>
</tr>
<tr>
<td></td>
<td>Carolyn Bershad, director</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Marie Nelson, secretary I</td>
<td></td>
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<tr>
<td></td>
<td>Ester Edelman, senior counselor</td>
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<td></td>
<td>Robyn Forster, senior counselor</td>
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<td></td>
<td>Kathryn Gallup, senior counselor</td>
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<td></td>
<td>Roveida Ghabban, senior counselor</td>
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<tr>
<td></td>
<td>Lauren Herman, health educator</td>
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<td></td>
<td>Andre Williams, senior counselor</td>
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<tr>
<td>Credential File Office</td>
<td>Van Hoesen Hall, Room B-4</td>
<td>2160</td>
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<td></td>
<td>Courtney Mantey, office assistant 2 (keyboarding)</td>
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<tr>
<td>Credit Union</td>
<td>Summit Federal Credit Union</td>
<td>800-836-7328 ext. 8671</td>
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<td></td>
<td>Fax</td>
<td>607-753-7323</td>
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<tr>
<td>Criminology</td>
<td>See Sociology/Anthropology</td>
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<td>CTV</td>
<td>Corey Union, Rooms 27-31</td>
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<tr>
<td>Custodial Services</td>
<td>Physical Plant, Service Group</td>
<td>2100</td>
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<tr>
<td></td>
<td>Fax</td>
<td>5986</td>
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<tr>
<td></td>
<td>David Horrocks, assistant director</td>
<td>2101</td>
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<td></td>
<td>Kathleen Abbatoy, office assistant 2 (calculations)</td>
<td>2119</td>
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<tr>
<td>Zone 1</td>
<td>Dowd Fine Arts Center, Room 21</td>
<td>2127</td>
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<tr>
<td></td>
<td>Stacey Rundell, supervising janitor</td>
<td>2127</td>
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<td></td>
<td>Brockway Hall</td>
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<td>Cheney Hall</td>
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<td>DeGroat Hall</td>
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<td>Dowd Fine Arts Center</td>
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<td></td>
<td>Miller Building</td>
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<td>Old Main</td>
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<td>Sperry Center</td>
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<tr>
<td>Zone 2</td>
<td>Corey Union, Custodial Office</td>
<td>4305</td>
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<tr>
<td></td>
<td>Daphne Guy, supervising janitor</td>
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<td></td>
<td>Bowers Hall</td>
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<td>Child Care Center</td>
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<td>Cornish Hall/Education Building</td>
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<td>Memorial Library</td>
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<td>Moffett Center</td>
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<td>Van Hoesen Hall</td>
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<td>Zone 3</td>
<td>Clark Hall Custodial Office</td>
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<td></td>
<td>Mark Taylor, supervising janitor</td>
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<td></td>
<td>Bishop Hall</td>
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<td>Casey Tower</td>
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<td>Fitzgerald Hall</td>
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<td>Leadership House</td>
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<td>President's Residence</td>
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<td>Randall Hall</td>
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<td>Smith Tower</td>
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<td>Whitaker Hall</td>
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<td>Winchell Hall</td>
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<td>Zone 4</td>
<td>Clark Hall, Custodial Office</td>
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<td>Ron Gray, supervising janitor</td>
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<td></td>
<td>Alger Hall</td>
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<td>Clark Hall</td>
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<td>Dragon Hall</td>
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<td>Glass Tower Hall</td>
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<td>Hendrick Hall</td>
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<td>Higgins Hall</td>
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<td>Shea Hall</td>
<td>2225</td>
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<td>Zone 5</td>
<td>Park Center, Room 1216</td>
<td>4959</td>
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<tr>
<td></td>
<td>Sila Argyle, supervising janitor</td>
<td>4959</td>
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<tr>
<td></td>
<td>Main Street SUNY Cortland</td>
<td>2127</td>
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<tr>
<td></td>
<td>Park Center, Room 1215</td>
<td>4959</td>
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<td>Professional Studies Building</td>
<td>2190</td>
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<td>Service Group</td>
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<td></td>
<td>Stadium Complex</td>
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<td>West Campus Apartments</td>
<td>2136</td>
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</tbody>
</table>
Zone 6
Student Life Center, Custodial Office — 2180
Position Vacant, supervising janitor — 2133
Student Life Center

Customer Service Center (Campus)
Facilities Operations and Services,
Service Group — 2100
Fax — 5986
Melinda Ferguson, secretary 1
Kathleen Abbato, office assistant 2 (calculating)
Jamie Scott, office assistant 2 (Keyboarding)

Deans

School of Arts and Sciences
Old Main, Room 124
- R. Bruce Mattingly, dean — 4312
- Rhonda Moulton, secretary 2 — 4312
Old Main, Room 125
- Jerome O’Callaghan, associate dean — 4314
- Michele Lella, secretary 1 — 4314

School of Education
Education Building, Room 1239
- Andrea Lachance, dean — 5433
- Marianne Evangelista, secretary 2 — 5433
- Ronnie Casella, associate dean — 5431
- Gilda Votra, office assistant 1 (keyboarding) — 5431

School of Professional Studies
Professional Studies Building, Room 1175
- John Cottone, dean — 2701
- Marcia O’Loughlin, secretary 2 — 2829
- Eileen Gravani, associate dean — 2702
- Sue Bush, secretary 1 — 2702

Development Office
Brockway Hall, Room 307 — 5477
Fax — 5448
- Lisa Court, associate vice president — 5571
- Cindy Compagni, secretary 1 — 5477
- Tina Aversano, manager, scholarships and donor relations — 2446
- Rich Coyne, alumni and advancement officer — 5516
- Angie Gilbert, information systems specialist — 5450
- Jennifer Jakes, director, The Cortland Fund — 5578
- Kathy Jensen, database administrator — 5739
- Jill Mirabito, major and planned giving officer — 758-5309
- Christine Newcomb, database specialist — 2372
- Kara St. John, assistant director, The Cortland Fund — 4910

Dining Facilities
Bistro off Broadway — Student Life Center — 2301
Bookmark, The — Memorial Library — 2370
Dragon’s Court — Corey Union — 2128
Dragon’s Den — Old Main — 4619
Dunkin’ Donuts — Corey Union — 4090
Fuel — Student Life Center — 2301
Hilltop — Brockway Hall — 4616
Neubig Dining — 2728/4700
Poolside — Park Center — 2463
Ragquette Pizza — Corey Union — 4624
Stadium Concession Area A — 758-5318
Stadium Concession Area B — 758-5319
Subway — Corey Union — 2128

Disability Services, Student
See Student Disability Services

Disability Studies
See Institute for Disability Studies

Divisions

Academic Affairs
Miller Building, Room 408 — 2207
- Mark J. Prus, provost and vice president, academic affairs
- Tracy Kinner, secretary to the provost
See full division listing on page 7.

Finance and Management
Miller Building, Room 409 — 2211
- David Duryea, vice president
- Kathy Muncher, secretary 2
See full division listing on page 13.

Institutional Advancement
Brockway Hall, Room 313 — 2518
- Peter C. Perkins, vice president
- Melony Warwick, secretary 2
See full division listing on page 15.

Student Affairs
Corey Union, Room 407-A — 4721
- C. Gregory Sharer, vice president
- Marie Blanden, secretary 2
- Christopher Kuretich, assistant vice president
See full division listing on page 21.

Dowd Gallery
Dowd Fine Arts Center — 4216
Fax — 5934
- Erik Fowler-Decatur, gallery director — 2285
- Jaroslava Prihodova, assistant to the gallery director — 2297

Dragon Chronicle (student newspaper)
Corey Union, Room 111 — 2803

Dragon’s Court
Corey Union — 2128

Dragon’s Den
Old Main — 4619

Dunkin’ Donuts
Corey Union — 4090

Duplicating Center
Corey Union, Room 107 — 2515
- Russell Scott, office assistant 1 (store/mail)
- Patricia Wolff, office assistant 1

Economics Department
Old Main, Room 127 — 4109
Fax — 5983
- Kathleen Burke, professor, chair — 2434
- Denise Riley, secretary 1 — 4109
- Howard Botwinick, associate professor — 2435
- Flavia Dantas, assistant professor — 4108
- Keith Dayton, lecturer — 4109
- Kate Graham, lecturer IV — 5782
- Tony DeFranco, lecturer — 4109
- Joseph Epelito, lecturer — 5782
- Alan Haight, associate professor — 2440
- Lisi Kraif, professor — 2438
- John Markert, lecturer — 4925
- Biru Paul, associate professor — 4100
- Timothy P. Phillips, associate professor — 2437
- Susanne Policoy, associate professor — 2469
- James Walter, lecturer — 4109
- Brian Ward, lecturer — 2281
- Benjamin Wilson, assistant professor — 2416
- German Zarate, associate professor — 2439

Education, School of
Education Building, Room 1239 — 5430
Fax — 5432
- Andrea Lachance, dean — 5433
- Marianne Evangelista, secretary 2 — 5433
- Ronnie Casella, associate dean — 5431
- Gilda Votra, office assistant 1 (keyboarding) — 5431
- Dominick Fantacone, New York state master teacher coordinator — 4841
- Angela Pagano, assistant dean for accreditation — xxxx
Access to College Education (ACE)
Center for the 4th and 5th Rs
Childhood/Early Childhood Education
Field Experience and School Partnerships
Foundations and Social Advocacy
Liberty Partnerships Program (LPP)
Literacy
Master Teacher Program
Migrant Education Tutorial Support Services
Program (METSS)
Mohawk Valley Graduate Center
Teacher Education Unit

Educational Leadership Programs
Comish Hall, Room 1213 — 2447
Fax — 758-5007
Andrea Lachance, coordinator; dean, School of Education — 5433
Barbara Conrad, keyboard specialist 1 — 2449
Katrina Bratge, assistant professor — 2195
Kevin Mack, lecturer 1 — 4781

Educational Opportunity Program (EOP)
Comish Hall, Room D-132 — 4808
Fax — 2999
- Lewis Rosengarten, director
- Janet Daughery, secretary 1
- Amy Dahman, senior counselor
- Marc Dearyntne, senior counselor

Emergency Squad
Van Hoesen Hall, Room A-23
Emergency — 4111
Business — 4112

Employee Assistance Program
Van Hoesen Hall Room C-119 (voice mail) — 5777
Melinda Ferguson, co-coordinator — 2101
JoAnna Tobias, co-coordinator — 4107/2277

Employee Organizations

1104 Communication Workers of America (CWA)
GSEU Education Division — 762-1104

Civil Service Employees Association (CSEA)
Thomas Hingher — 2010

Police Benevolent Association of New York State (PBA of NYS)
Greg Bliss, local representative — 2112

Public Employees Federation (PEF)
Elaine Lund — 4812

United University Professions (UUP)
Moffett Center, Room B-5 — 5991

Engineering Program
See Pre-Engineering Program.
English Department
Old Main, Room 112 —— 4307/4308
Fax —— 5978
Matthew Lessig, professor, chair —— 2071
Molly McGowan, secretary I —— 4307/4308
Megan Falso keyboard specialist I —— 4308/4307
Karla Alwes, distinguished teaching professor —— 2085
Andrew Anderson, lecturer —— 4853
Heather Bartlett, lecturer I —— 2087
Geoffrey Bender, visiting assistant professor —— 2069
Ross Borden, lecturer I —— 4880
Victoria Boynton, professor —— 2082
Tyler Bradway, assistant professor —— 2077
Debra Brown, lecturer III —— 4887
Gabriel Colella, lecturer —— 4258
Laura Joan Davies, assistant professor —— 2074
Tim Emerson, lecturer —— 4783
David Franke, professor —— 5945
Alexander G. Gonzalez, distinguished teaching professor —— 2070
Andrea Harbin, assistant professor —— 2073
Mario Hernandez, lecturer —— 4889
Sarah Holson, assistant professor —— 2230
Clark Jones, lecturer —— 4522
Denise D. Knight, distinguished teaching professor —— 2075
John Legler, assistant professor —— 2080
Christine Lemchak, lecturer I —— 4882
Gailanne L. Mackenzie, lecturer III —— 2220
Noralyn Masselink, professor —— 2068
Emmanuel S. Nelson, professor —— 2078
Lisa Neville, lecturer III —— 4854
Robert Patterson, lecturer —— 2031
Jacyln Pittsley, lecturer II —— 4837
Robert E. Rhodes, professor emeritus of Anglo-Irish literature —— 4883
Jane G. Richards, lecturer —— 4851
Deborah Rogers, lecturer I —— 4204
Linda Rosekrans, lecturer IV —— 4886
Kevin Rutherford, assistant professor —— 4383
Karen Stearns, assistant professor —— 2072
Kim Stone, assistant professor —— 4236
John Suarez, lecturer —— 4391
Gregg Weatherly, lecturer —— 4885
Lauren Wells, lecturer III —— 4881
Anne Wiegard, lecturer IV —— 4896

Enrollment Management Office
Miller Building, Room 113 —— 4711
Fax —— 5998
Mark Yacavone, assistant vice president for enrollment management —— 4608
Bonnie Merchant, secretary I

Financial Aid Office
Miller Building, Room 205 —— 4717

Environmental Health and Safety Office
Service Group —— 2508
Fax —— 5947
Glenn W. Wright, director
Steven Meyer, safety specialist/public access defibrillation program coordinator
Randy Phillips, safety specialist, electrical/mechanical
Amy Markowski, safety specialist

Environmental and Outdoor Education
See Parks Family Environmental and Outdoor Education Center on page 17.

Equipment Rooms

Athletic
Park Center, Room 1212 —— 4940

Physical Education
Park Center, Room 1207 —— 4900

F

504 Coordinator
Miller Building, Room 301 —— 2302
Mary Saracene

Facilities Management Office
29 Broadway St.
 Cortland, NY 13045 —— 5582
Fax —— 5591

Nasrin Parvizi, associate vice president
Teresa Ripley, secretary I

Facilities Operations and Services
Service Group —— 2100
Customer Service Center —— 2100
Fax —— 5986

Zachariah Newswanger, director
Melinda Ferguson, secretary I
Matthew Brubaker, campus energy manager
David Horrocks, assistant director, buildings and grounds services
Adam Levine, facilities and geographic information systems manager
Linette Mowers, assistant director, general services
Kathleen Abbatoy, office assistant 2 (calculations)
Jamie Scott, office assistant 2 (keyboarding)

Custodial Services (Academic/Residence Halls)
Service Group —— 2100
Fax —— 5986

Silas Argyle, supervising janitor
Ron Gray, supervising janitor
Daphne Guy, supervising janitor
Stacey Rundell, supervising janitor
Mark Taylor, supervising janitor

Grounds
Service Group —— 2100
Fax —— 5986

Dan Dryja, head grounds supervisor

Mail Services/Central Warehouse
Commissary Receiving —— 2509
Fax —— 5949

Linette Mowers, assistant director, general services

Maintenance
Service Group —— 2100
Fax —— 5986

Mike Woodworth, maintenance supervisor 3 —— 2124
Thomas Hinger, HVAC supervisor —— 2120
Chad Lawrence, maintenance supervisor 1 —— 2218
Jeremiah Rawson, supervising electrician —— 2151
John Young, maintenance supervisor 1 —— 2116

Motor Vehicle Maintenance
Service Group —— 2489
Fax —— 5994

Tim Gowe, motor equipment maintenance supervisor 1 —— 2489

Transportation Services
Service Group —— 2129
Fax —— 5954

Facilities Planning, Design and Construction Office
Brockway Hall, Room 216 —— 2214
Fax —— 5992

Rob Shutt, director
Lynda Shute, secretary I
Robert Davenport, assistant facilities program coordinator
Bruce Kellett, project coordinator
Juanita Larabee, assistant director, administration
Joseph Westbrook, associate facilities program coordinator

Faculty Development Center
Memorial Library, Room B-303 —— 4753
Michael Kniffin, director
Susan Saben, office assistant 1 (keyboarding)

Faculty Senate Office
Meoffett Center, Room B-13E —— 5497
Barbara Kisse, Faculty Senate secretary

Field Experience and School Partnerships Office
Education Building, Room 1105 —— 2824
Fax —— 5966

Mary Reagan, director —— 2823
Charlene Lindsey, secretary I —— 2823
Linda Foster, coordinator —— 2830
Linda Parmer, agency program aide —— 2255
Patti Randolph, keyboard specialist 1 —— 2824
Caite Sidebottom, coordinator —— 2825

Finance and Management, Division of
Miller Building, Room 409 —— 2211
Fax —— 5993

David M. Duryea, vice president
Kerry Mincher, secretary 2

Miller Building, Room 330 —— 2303
Mary K. Murphy, associate vice president, finance
Edith Pennell, secretary I

Accounting
Miller Building, Room 330 —— 2418

Accounts Payable
Miller Building, Room 319 —— 2407

Budget Office
Miller Building, Room 335 —— 2304

Business Office
Miller Building, Room 330 —— 2303

Environmental Health and Safety Office
Service Group —— 2508

Facilities Management Office
Broadway House, 29 Broadway St.
Cortland, NY 13045 —— 5582

Facilities Operations and Services
Service Group —— 2101

Facilities Planning, Design and Construction Office
Brockway Hall, Room 216 —— 2214

Human Resources Office
Miller Building, Room 301 —— 2302

Payroll Office
Miller Building, Room 330 —— 2405

Property Control
Miller Building, Room 309 —— 2488

Purchasing
Miller Building, Room 309 —— 2305

Research Foundation (Fiscal)
Miller Building, Room 330 —— 2423

Risk Management
Miller Building, Room 324 —— 4584

Student Accounts Office
Miller Building, Room 323 —— 2313
Foundations and Social Advocacy Department
Foundation, Cortland College
14 Campus Information
Cornish Hall, Room 1213
Miller Building, Room 205
Fax
Karen Hartnett Gallagher, director
Kimberly Slater, associate director
Vanessa Decker, advisor
Heather Haight, advisor
Andrea Robinson-Kuretich, advisor
Kellie Swartwout, senior advisor
April Calale, administrative aide
Kathy Coggi, office assistant 2 (keyboarding)
Jessica Ashlaw, office assistant 1 (keyboarding)
Donna Brown, office assistant 1 (keyboarding)

Food Services
Bill McNamara, dining director

Foundation, Cortland College
See Cortland College Foundation

Foundations and Social Advocacy Department
Special Education and Urban Education
Educational Leadership Programs information can be found on page 12.
Cornish Hall, Room 1213
Fax
Janet Duncan, associate professor; chair (on leave Fall ’15)
Ji-Ryun Kim, associate professor; interim chair Fall ’15
Janice L. Eaton, secretary 1
Fred Amante, lecturer
Gary Astles, lecturer
Brian Barrett, associate professor
Tamara Beardsley, lecturer
Judy Bentley, associate professor
Katrina Bratge, assistant professor
Hugh Burman, lecturer
Anne Burns Thomas, associate professor; coordinator, Cortland’s Urban Recruitment of Educators (C.U.R.E.) program (on leave Fall ’15)
Leo Crandall, lecturer
Maria DeRado, lecturer
Lydia Dolch, lecturer
Heather Dougherty, lecturer
William Furlong, lecturer
Deborah Godinger, lecturer
Mary Hanick, lecturer
Douglas Keating, lecturer
Michelle Kelly, associate professor; coordinator, inclusive special education undergraduate program
Kathleen Lind, lecturer
Kevin Mack, lecturer I
Zane Mahler, lecturer
Heather Marzullo, lecturer
Cindy Moriarity, lecturer II; coordinator, Teaching Students with Disabilities (TSD) graduate program
Joseph Rayle, associate professor
Carrie Rood, assistant professor
Michael Shusda, lecturer
David Smukler, associate professor; coordinator, Teaching Students with Disabilities (TDA) graduate program
Maria Timberlake, assistant professor

Cortland’s Urban Recruitment of Educators (C.U.R.E.) Program
Cornish Hall, Room 1222
Fax
Anne Burns Thomas, program coordinator (on leave Fall ’15)

Fuel
Student Life Center

Geography Department
Old Main, Room 138
Fax
Scott Anderson, associate professor; chair
JoAnna Tobias, secretary 1
James Darlington, lecturer
Suzanne Hickok, lecturer
Richard Hunter, assistant professor
Ibipo Johnston-Anumwo, professor
Irina Kolesnik, lecturer
David LaRocca, lecturer
David Miller, distinguished teaching professor
Wendy Miller, assistant professor

Geology Department
Bowers Hall, Room 144
Fax
David Barclay, associate professor; chair
Haley Zurell, secretary 1
Julie Barclay, lecturer IV
Tim Conner, lecturer
Robert S. Darling, distinguished teaching professor
Gayle Gleason, associate professor
John-Luke Henriquez, instructional support technician
Li Jin, associate professor
Christopher McRoberts, professor
David Olmstead, lecturer

Graduate Admissions Office
See Admissions Office for staff listing.

Graduate Student Employees Union
1104 Communication Workers of America
GSEU Education Division

Graduate Student Support
Advisement and Transition
Memorial Library, Room A-111
Fax

Grounds
Facilities Operations and Services,
Service Group
Fax

David Horrocks, assistant director, buildings and grounds services
Daniel D’Aye, head groundsman supervisor
Mike Amsden, grounds worker
Stephan Bradley, grounds worker
Dana Bush, highway equipment operator
Wayne R. Carroll, highway equipment operator
Nicholas Creeden, grounds worker
Bill Farron, senior grounds worker
Denis E. Gallow, highway equipment operator
James Lynch, grounds worker
Christopher Mac Nabb, grounds worker

Geography Department
Old Main, Room 138
Fax

Scott Anderson, associate professor; chair
JoAnna Tobias, secretary 1
James Darlington, lecturer
Suzanne Hickok, lecturer
Richard Hunter, assistant professor
Ibipo Johnston-Anumwo, professor
Irina Kolesnik, lecturer
David LaRocca, lecturer
David Miller, distinguished teaching professor
Wendy Miller, assistant professor

Geology Department
Bowers Hall, Room 144
Fax

David Barclay, associate professor; chair
Haley Zurell, secretary 1
Julie Barclay, lecturer IV
Tim Conner, lecturer
Robert S. Darling, distinguished teaching professor
Gayle Gleason, associate professor
John-Luke Henriquez, instructional support technician
Li Jin, associate professor
Christopher McRoberts, professor
David Olmstead, lecturer

Graduate Admissions Office
See Admissions Office for staff listing.

Graduate Student Employees Union
1104 Communication Workers of America
GSEU Education Division

Graduate Student Support
Advisement and Transition
Memorial Library, Room A-111
Fax

Grounds
Facilities Operations and Services,
Service Group
Fax

David Horrocks, assistant director, buildings and grounds services
Daniel D’Aye, head groundsman supervisor
Mike Amsden, grounds worker
Stephan Bradley, grounds worker
Dana Bush, highway equipment operator
Wayne R. Carroll, highway equipment operator
Nicholas Creeden, grounds worker
Bill Farron, senior grounds worker
Denis E. Gallow, highway equipment operator
James Lynch, grounds worker
Christopher Mac Nabb, grounds worker

Health Department
Moffett Center, Room 105
Fax

Bonni Hodges, professor; chair
Leslie Anne Bellardini, secretary 1
Nicole Anjeski, lecturer
Barbara Barton, assistant professor
Sarah Beshers, associate professor
Louis Bush, lecturer
Kathryn Coffey, associate professor
Jena Curtis, associate professor
Margaret DiVita, assistant professor
Aimee Greeley, lecturer
Judith Johns, assistant professor
Deidre Keefe, lecturer
Erin Lapacoc, lecturer
Matthew Moyer, assistant professor
Jill Murphy, assistant professor
Jill Pace, lecturer
Christine Paskie, lecturer
Melinda Rees, lecturer
Corey Ryan, lecturer
Barry Schecter, lecturer, coordinator, human service studies
Cathy Sinnott, lecturer
Alia Sofia, assistant professor
Donna Videto, professor
Ben E. Wodi, professor

Human Service Studies
Barry Schecter, coordinator

Health Promotions Office
Van Hoesen Hall, Room 8-1
Fax

Lauren Herman, health educator
Diana McGee, secretary 1

Health Service, Student
See Student Health Service

Help Desk
See The Help Center

Hillel
See Campus Ministries

Hilltop
Brockway Hall

History Department
Old Main, Room 212
Fax

Randi Storch, professor; chair
LouAnn Hurlbert, secretary 1
Karl Alexander, lecturer
Gin Shat, associate professor
Suzanne Etherington, lecturer
Jeanette Fanelli, lecturer
Laura Gathagan, assistant professor
Melanie George, lecturer
Sanford J. Gutman, professor emeritus
Kevin Kreiner, lecturer
Benjamin de Lee, assistant professor
Arleen de Vera, lecturer

Richard Metcalf, general mechanic/stadium
Phillip L. Miller, highway equipment operator
Daniel A. Narasian, senior grounds worker
Kevin Pratt, grounds worker
Joel Rice, highway equipment operator
Oscar Walters, grounds worker

H
Networking and Telecommunications Services
Old Main, Room B-5 .......................... 2310
Systems Administration and Web Services
(SAWS) ......................................... 5617
Institute for Civic Engagement
Mary McGuire, director
Cornish Hall, Room D-116 .......................... 2481/4806
Cynthia Guy, community innovation coordinator
Main Street SUNY Cortland .......................... 4271
John Suarez, coordinator, service-learning
Cornish Hall, Room D-116 .......................... 4391
Institute for Disability Studies
Cornish Hall, Room 1233 .......................... 5415
Judy K.C. Bentley, director
Institutional Advancement, Division of
Brockway Hall, Room 313 .......................... 2518
Fax .................................................. 5448
Peter C. Perkins, vice president
Melyn Warwick, secretary 2
Alumni Engagement
Brockway Hall, Room 208 .......................... 2516/2513
Communications Office
Brockway Hall, Rooms 207/215 .......................... 2322/2519
Cortland College Foundation
Brockway Hall, Room 317 .......................... 5572
The Cortland Fund
Brockway Hall, Room 306 .......................... 5572
Development Office
Brockway Hall, Room 307 .......................... 5477
Public Relations Office
Brockway Hall, Room 207-H .......................... 2232
Publications and Electronic Media Office
Brockway Hall, Room 207-G .......................... 2519
Scholarships and Donor Relations
Brockway Hall, Room 304-A .......................... 2446
Sports Information Office
Brockway Hall, Room 207-J .......................... 5673
Institutional Research and Analysis
Miller Building, Room 404 .......................... 5565
Fax .................................................. 5590
Stephen Chemsk, director
Stephen Cunningham, associate director
Katherine Gustafson, office assistant 2
Laura Winger, assistant
Insurance, Health
Miller Building, Room 301 .......................... 2302
Interfaith Center
7 Calvert St. ........................................ 753-1002
Send interoffice mail to Dowd Fine Arts Center.
Vicki Johnson, director
Anne Dartarian, secretary
Internal Control
See Risk Management
International Programs Office
Old Main, Room 219 ................................ 2209
Fax .................................................. 5989
Mary Schlarb, director
Heather Drew, administrative aide
Gonda Gebhardt, associate director
Hugh Anderson, study abroad advisor
Daniela Babun Hurler, assistant director
Maere Yunk, office assistant 1
International Studies
Old Main, Room 122 ................................ 2250
Alexandru Balas, coordinator ...................... 4823
Suzanne Petitt, office assistant 2
(keyboarding) ...................................... 2250
Internships and Volunteer Office
Van Hoesen Hall, Room B-5 .......................... 4715
Fax .................................................. 2957
John R. Shirley, coordinator
Intramural Sports
Student Life Center, Room 1201-E .......................... 5704
Matt Nuesell, assistant director, intramural sports and sport clubs
J
Jewish Studies
Old Main, Room 207-A .......................... 4807/4105
Fax .................................................. 5760
Henry Steck, coordinator
See also Center for Gender and Intercultural Studies (CGIS)
K
Kinesiology Department
Professional Studies Building, Room 1164 .......................... 4300
Fax .................................................. 5596
Philip Buckenmeyer, associate professor, chair .......................... 4300
Julie LaPlant, secretary 1 .......................... 4300
Jeff Bauer, associate professor .......................... 5536
Tim Bryant, lecturer III .......................... 5542
Ryan Fiddler, assistant professor .......................... 4570
Jim Hokanson, associate professor .......................... 4964
Wendy Hurley, associate professor .......................... 4994
Yomlee Lee, assistant professor .......................... 5573
Erik Lind, assistant professor .......................... 2189
Peter McGinnis, distinguished service professor .......................... 4909
Katherine Polasek, associate professor .......................... 4893
Susen Ray, associate professor .......................... 5457
Brian Richardson, lecturer III .......................... 5501
Mark Suterth, assistant professor .......................... 2197
Larissa True, assistant professor .......................... 4562
Deborah Van Langen, assistant professor .......................... 2695
Athletic training staff located in Park Center
Sonya Comins, athletic trainer .......................... 4602
Alyson Dearie, clinical coordinator, athletic trainer .......................... 4944
Patrick Donnelly, athletic trainer .......................... 5708
Trisha Donnelly, athletic trainer .......................... 4784
Lacy Gunn, athletic trainer .......................... 4787
Thomas Koesterer, athletic training program director .......................... 5443
Steven Meyer, athletic trainer, public access defibrillator program coordinator .......................... 5532
Amanda Williams, athletic trainer .......................... 5944
Latin America Studies
Old Main, Room 221-D .......................... 2992
Richard Hunter, co-coordinator
Old Main, Room 138-B .......................... 2192
Sebastian Purcell, co-coordinator
See also Center for Gender and Intercultural Studies (CGIS)
Leadership House
94 Prospect Terrace ................................ 756-0329
I
Ice arena
See Alumni Arena.
Information, Campus
Switchboard ........................................ 0
Information Resources
Miller Building, Room 206 .......................... 5942
Fax .................................................. 5985
Amy Berg, associate provost
Wendy Fairchild, secretary 2
Maggie Haefer, project coordinator
Administrative Computing Services
Winchell Hall, Room 106 .......................... 2501
Cortland Technology Services
Spery Center, Room 322 .......................... 5793
Library
Memorial Library .................................. 2525
Richard Powell, senior assistant librarian, liaison for performing arts, physical education, political science, recreation, parks and leisure studies, sport management .......................... 2289
Sara Quimby, senior assistant librarian, liaison for art and art history, communication studies, philosophy .................................................. 4043
Lauren Stern, senior assistant librarian, liaison for African studies, chemistry, interdisciplinary studies, kinesiology, sociology .................................................. 2288
Brian Story, senior assistant librarian, liaison for biological sciences, geology, geography, mathematics, physics ............................................. 2899

Library
Memorial Library .................................................. 2525
Fax ....................................................................... 2569
Director’s Office .................................................. 2221
Gail Wood, director .................................................. 2221
Debra Whitney, secretary; to secretary to the director .................................................. 2221
Jennifer Kronenbitter, associate director .................................................. 2221
Gretchen Gogan, secretary .................................................. 2221
Sara Sampson, office assistant .................................................. 2221

Instruction, Computer Applications Program (CAP)
Mark Connell, coordinator; computer literacy instructor .................................................. 2506
Janet Ochs, information and computer literacy instructor .................................................. 2506

Instructional Design
Amy Becker, instructional designer, liaison for Africana studies, communication studies, international studies, modern languages, physical education, political science, communication disorders and sciences, sport management, women's studies .................................................. 4045
Kristina Maricle, instructional designer, liaison for anthropology, biology, chemistry, childhood/early childhood education, Latin American studies, literacy, physics, sociology .................................................. 4577
John Scognamiglio, instructional designer, liaison for English, economics, education, performing arts, geography, geology, psychology, Teacher Materials Center .................................................. 4366

Interlibrary Loan .................................................. 4050
Richard Powell, senior assistant librarian .................................................. 2289
Anna Lang, office assistant .................................................. 2340
Debra Powers, library clerk .................................................. 2141

Librarians
Gail Wood, director .................................................. 2221
Jennifer Kronenbitter, associate director .................................................. 2221
Lisa Czirr, senior assistant librarian, liaison for English .................................................. 4009
Daniel Harms, associate librarian, liaison for anthropology, business economics, English .................................................. 4042
Anita Kuiken, senior assistant librarian, liaison for communication disorders and sciences, health, psychology .................................................. 4983
Maaike Oldemans, senior assistant librarian, liaison for history, international studies, modern languages .................................................. 2227

Lost and Found
Van Hoesen Hall, Room C-17 .................................................. 2112
Email: lostandfound@cornell.edu

M

Mail Services/Central Warehouse
Commissary/Receiving .................................................. 2509
Fax ....................................................................... 5949
Linette Mowers, assistant director, general services .................................................. 2509
Walter Anderson, general mechanic .................................................. 4293
Ben Finton, motor vehicle operator .................................................. 2505
Billie Furlong, office assistant 2 (stores/mail) .................................................. 4332
Kathy Gauthier, office assistant .................................................. 2144
Brad Holl, motor vehicle operator .................................................. 2505
Martin Rounds, office assistant .................................................. 4586
Mitchell Seams, motor vehicle operator .................................................. 2505

Main Street SUNY Cortland
9 Main St.
Cortland, NY 13045 .................................................. 4720
Cell for after business hours .................................................. 607-423-9474
Fax ....................................................................... 5931
Cynthia Guy, community innovation coordinator .................................................. 6500
Front Classroom (on-campus calls only) .................................................. 6530
Rear Classroom (on-campus calls only) .................................................. 6531

Maintenance
Customer Service Center .................................................. 2100
Service Group .................................................................. 5986
Mike Woodworth, maintenance supervisor .................................................. 3
John F. Young, maintenance supervisor .................................................. 1
John M. Aldrich, electrician .................................................. 3
Christopher Amedeo, plant utilities engineer .................................................. 1
Walt Anderson, general mechanic .................................................. 3
Dale Argyle, general mechanic .................................................. 1
Matt Bennett, maintenance assistant .................................................. 3
Chris Bincoe, general mechanic .................................................. 1
Renato Brevetti, mason/plasterer .................................................. 3
Steve Brown, general mechanic .................................................. 1
Conna Carr, mason/plasterer .................................................. 3
Scott Chierchio, electrician .................................................. 1
Judah Currie, painter .................................................. 3
Frank Evangelista, electrician trainee .................................................. 1
Daron Foster, refrigeration mechanic .................................................. 3
Bennett Gallow, carpenter .................................................. 1
Jason Gleason, maintenance helper .................................................. 3
Thomas Hingher, HVAC supervisor .................................................. 1
James Kane, painter .................................................. 3
Andrew Keegan Sr., general mechanic .................................................. 1
John Kocak, plant utilities engineer .................................................. 3
Keith Kollar, electrician .................................................. 1
Joel LaMott, plant utilities engineer .................................................. 3
Gary Lansdowne, carpenter .................................................. 1
Chad Lawrence, maintenance supervisor .................................................. 3
Wayne Leitch, plant utilities engineer .................................................. 1
Michael Manos, painter .................................................. 3
Kevin Markowski, plant utilities engineer .................................................. 1
Chad Matijas, plumber/steamfitter .................................................. 3
Greg McCartney, locksmith .................................................. 1
Katrina McCracken, maintenance helper .................................................. 3
Steven Mize, refrigeration mechanic .................................................. 1
Richard J. Nauseef Jr., plant utilities engineer .................................................. 3
Derek Noffey, refrigeration mechanic .................................................. 1
Casey Phillips, maintenance assistant .................................................. 3
Mark Randolph, maintenance assistant .................................................. 1
Jeremiah Rawson, supervising electrician .................................................. 3
Ronald Riccardi, plumber/steamfitter .................................................. 1
John Rito, maintenance assistant .................................................. 3
Robert Rouseville, electrician .................................................. 1
Robert Schreffler, refrigeration mechanic .................................................. 1
James Sharpsteen, electrician
Lynn Stevens, maintenance helper
Casey Thomas, locksmith
Peter Vineyard, electrician
Kevin Wellings, maintenance helper
Michael Wood, maintenance assistant
Travis Young, plumber/steamfitter
West Campus
Fax 607-279-3852
Kathleen Stockton, janitor
Steve Phillips, general mechanic

Stadium Complex
Facilities Operations and Services
Stadium Shed
Dana Bush, highway equipment operator

Mathematics Department
Moffett Center, Room 129
4726
Fax 607-279-2563

ISA Jubran, associate professor; chair
Julie Barden, secretary 1
Jalal Alemzadeh, professor
Peter Amos, lecturer
Mark Bischoff, lecturer
Christa Carsten, lecturer
David Dickerson, associate professor
George Feissner, professor emeritus
Patrick Frawley, lecturer
Mary Geller, associate professor
Philip Gipson, assistant professor
Thomas Heath, lecturer
Ter-Jung Huang, professor
John Reif, lecturer
Jolie Roat, assistant professor
Mahdi Rubaii, associate professor emeritus
Claus Schubert, associate professor
Myung Soon Song, assistant professor
John Troy, lecturer

McDonald Building
60 Tompkins St., Cortland, NY 13045

Media Services
See Campus Technology Services.

Memorial Library
See Library.

Migrant Education Tutorial and Support
Services Program (METS)
Van Hoesen Hall, Room B-105
Fax 607-279-5360

Claire Soules, director
Cali Young, administrative assistant 1
Mary Anne Diaz, parent outreach specialist
Tracy Messinger, adolescent outreach specialist
Betsy Kulis, data entry specialist

Modern Languages Department
Old Main, Room 228
Fax 607-279-5380

Timothy Gerhard, associate professor (Spanish); chair
Stacey Buckley, secretary 1
Kimberly Amidon, lecturer (American Sign Language)
Adriana Baranello, lecturer (Italian)
Catherine Baranello, lecturer (Spanish)
Mark Cerosaletti, lecturer IV (Italian and Spanish)
Nancy Crane, lecturer (Spanish)

Dennis DeRado, lecturer (Spanish) 4250
Hongli Fan, associate professor (French) 2017
Christopher Gascón, professor (Spanish) 2024
Norma Helsper, associate professor (Spanish) 2023
Linda Horan, lecturer (Spanish) 4915
Violette Humsi, lecturer (Arabic and French) 4879
Colleen Kattau, associate professor (Spanish); graduate coordinator 2025
Arnold Levine, lecturer I emeritus (Spanish) 4919
Patricia Martinez, lecturer IV (Spanish) 4913
Tracy Marvin, lecturer (TESOL) 4231
Suzanne McCutcheon, lecturer (Spanish) 4233
Susan Peterson, lecturer (Spanish) 4878
Marie Ponterio, lecturer IV (French) 4914
Robert Ponterio, professor (French) 2027
Paulo Quaglio, associate professor (TESOL) 2028
Amy Sakellariou, lecturer (American Sign Language) 2534
Shena Salvato, lecturer, (TESOL) 2033
Angel Solana, lecturer (Spanish) 4920
Victor Symonette, lecturer (German) 4232
Codruta Temple, associate professor (METHODS); adolescence education coordinator 2022
Kellie Tompkins, lecturer (TESOL) 4916
Hai-Ying Wang, lecturer (Chinese) 2845
Wesley J. Weaver, professor (Spanish) 2018
Donna West, professor (Spanish/Linguistics) 2019

Mohawk Valley Graduate Center
Mohawk Valley Community College
Jorgensen Center, Suite JC 102
Fax 607-279-5267

Annette Broski, office assistant 1

Motor Vehicle Maintenance
Fax 607-279-5267

Tim Gowe, motor equipment maintenance supervisor 1
Ronald Hullsander, motor equipment mechanic
Ryan Kleveno, motor equipment mechanic
Mike Zhe, maintenance assistant mechanic

Multicultural Life and Diversity Office
Corey Union, Room 407-A
Fax 607-279-5301

Noelle Chaddock, director; chief diversity officer
AnnaMaria Cirrincione, assistant director
Dana Smith, secretary 1

National Council for Accreditation of Teacher Education (NCATE)
Education Building, Room 1239
Andrea Lachance, dean, School of Education 5433

Native American Studies
Moffett Center, Room 2121
Fax 607-279-5267

Ellis McDowell-Loudan, co-coordinator 2032
Cali Young, administrative assistant
See also Center for Gender and Intercultural Studies (CGIS).

Networking and Telecommunications Services
Old Main, Room B-05
Fax 607-279-5190

Technical Services
Jeffrey Dmochowski, director
Robin Abbott, secretary 1
Shayne Fedorka, network technician
Ben Patrick, senior network technician
Michael Geiss, assistant network technician

NeoVox (student Web news magazine)
Dowd Fine Arts Center, Rooms 52-53
Fax 607-279-0271

Lorraine Berry, director 2483
Cell 607-279-0271
Web neovox.cortland.edu

Neubig Dining
Neubig Hall
315-792-4700

Newman Center
See O’Heran Newman Catholic Center

Non-Traditional Student Support
Advisement and Transition
Memorial Library, Room A-111
Fax 607-279-4567

Cheryl Hines, coordinator

Notary Public
See Notaries Public on page 25.

Noyce Project, SUNY Cortland
Bowers Hall, Room 24
Fax 607-279-2913

Kerni Freese, coordinator

NYPKIRG (New York Public Interest Research Group)
Corey Union, Room 215
Fax 607-279-4815

O

O’Heran Newman Catholic Center
O’Heran Newman Chapel
8 Calvert St.
Fax 753-1561
745-9923
753-6737

Shawn Allen, director of Catholic campus ministry

Orientation, Advisement and Transition
Fax 607-279-5393

Marina Souva, coordinator

P

Parking Department
Van Hoesen Hall, Room B-38
Fax 607-279-4231

K. Sue Bishop Brown, office assistant 2
Elizabeth Scott, office assistant 1

Parks Alumni House
Lynne Parks’ 68 SUNY Cortland Alumni House
29 Tompkins St.
Emergency Phone 745-9923

Chris Smyth, general manager
Ryan LeBlanc, guest services/online community coordinator
LuAnn Poole, events and lodging coordinator
Celeste Rouenville, housekeeper/guest services
Mike Stoll, caretaker/guest services
Parks Family Outdoor Center
William H. Parks Family Center for Environmental and Outdoor Education
Miller Building, Room 230
Fax: 5488
Robert L. Rubendall, director
315-354-4784
Rhonda Jacobs Pitoniak, assistant director
315-354-4631
Mary Jo Carey, secretary 1
Bob DeShaw, staff associate
Richard Fey, staff assistant
ASC
Fax: 315-354-4224
Brauer Field Station
560 Old Quarry Road
Selkirk, NY 12158-518-767-9338
W. H. Parks Family Outdoor Center,
Raquette Lake
P. O. Box 99
Raquette Lake, NY 13436
Antlers
Fax: 315-354-4631
Fax (ASC): 315-354-5445
Huntington Memorial Camp
Fax: 315-354-4784
Fax: 315-354-5006
Payroll Office
Miller Building, Room 329
Fax: 315-5688
Pam Sullivan, payroll manager
Dawn Bulmer, office assistant 2
(calculations)
Karen Crandall, office assistant 2
(calculations)
Fax: 315-354-5006
PBA of NYS
Gregg Bliss, local representative
Performing Arts Department
Dowd Fine Arts Center, Room 216
Fax: 315-5728
Deena Conley, chair
Sharon Tucker, secretary 1
Donna Anderson, professor emeritus
Armand Di Scenna, lecturer
Ralph Dudgeon, professor emeritus
Marion Giambattista, lecturer
Marina Gorelaya, instructional support assistant
Cindy Halpin, lecturer
Kevin Halpin, associate professor
Thomas S. Hichak, professor
Kim Hubbard, lecturer
Nancy Kane, lecturer
Howard Lindh, scenic designer
Preston Mayre, technical director
Richard Montgomery, lecturer
Edward Moore, associate professor
Gary Moulisdale, lecturer
David Neal, associate professor
Joel Pape, assistant technical director
Lois Pfister, lecturer
Mark Reynolds, costumer
Terrie Robinson, lecturer
Sherry Scanza, lecturer
Dorothy Sils, house manager
Michael Sils box office manager
Ubaldo Valli, lecturer
Stephen B. Wilson, professor
Costume Shop
Fax: 315-5727

Philosophy Department
Old Main, Room 138
Fax: 315-414
Andrew Fitz-Gibbon, professor; chair; director, Center for Ethics, Peace and Social Justice
JoAnna Tobias, secretary 1
Robert Earle, lecturer
Mecke Nagel, professor; director, Center for Gender and Intercultural Studies (CGIS)
Elizabeth Purcell, lecturer
L. Sebastian Purcell, assistant professor
Fax: 315-479-2603
Shirley Cahill, lecturer
Janet Carey, student teaching supervisor
Jerry Casciani, associate professor
Scott Connell, student teaching supervisor
Diane Craft, professor
Tom Davis, associate professor
Doreen Doctor, student teaching supervisor
Martin Finkelstein, student teaching supervisor
John Foley, professor
Tom Fuchs, lecturer IV, activity specialist and outdoor adventure education
Jim Griffin, student teaching supervisor
Aaron Hart, lecturer
Karen Heggeman, lecturer/supervisor
Kate Howe, lecturer
James Laveroni, lecturer/supervisor
Jerry Leitman, student teaching supervisor
Robert Longway, student teaching supervisor
Catherine MacDonald, associate professor
Matthew Madden, assistant professor
Eric Malmborg, professor, field experience coordinator
James McCaul, lecturer/supervisor
Victoria McMillan, lecturer/supervisor
Sandra Morley, student teaching supervisor
John Nealer, lecturer/supervisor
Diana Niland, lecturer 1
Mike O’Flaherty, student teaching supervisor
Tom Quinn, assistant professor
Gregory Ransom, student teaching supervisor
Helene Schmid, lecturer
Matt Steenberg, lecturer/supervisor

Physical Education Department
Park Center, Room 1126
Fax: 315-5975
Lynn MacDonald, professor; chair
Darlene Miller, secretary 1
Shani McMahon, office assistant 1
Helena Baert, associate professor
JoEllen Bailey, associate professor
Rebecca Bryan, assistant professor
Colleen Buchanan, lecturer IV
Thomas Butcher, student teaching supervisor
Shirley Cahill, lecturer
Janet Carey, student teaching supervisor
Jerry Casciani, associate professor
Scott Connell, student teaching supervisor
Diane Craft, professor
Tim Davis, associate professor
Doreen Doctor, student teaching supervisor
Martin Finkelstein, student teaching supervisor
John Foley, professor
Tom Fuchs, lecturer IV, activity specialist and outdoor adventure education
Jim Griffin, student teaching supervisor
Aaron Hart, lecturer
Karen Heggeman, lecturer/supervisor
Kate Howe, lecturer
James Laveroni, lecturer/supervisor
Jerry Leitman, student teaching supervisor
Robert Longway, student teaching supervisor
Catherine MacDonald, associate professor
Matthew Madden, assistant professor
Eric Malmborg, professor, field experience coordinator
James McCaul, lecturer/supervisor
Victoria McMillan, lecturer/supervisor
Sandra Morley, student teaching supervisor
John Nealer, lecturer/supervisor
Diana Niland, lecturer 1
Mike O’Flaherty, student teaching supervisor
Tom Quinn, assistant professor
Gregory Ransom, student teaching supervisor
Helene Schmid, lecturer
Matt Steenberg, lecturer/supervisor

Physical Education Equipment Cage
Park Center, Room 1207
Penny Bushaw, manager
Physical Plant
See Facilities Operations and Services
Physics Department
Bowers Hall, Room 144
Fax: 315-4973
Moataz Emam, associate professor, chair
Haley Zurell, secretary 1
Douglas Armstead, assistant professor
John-Luke Henriquez, instructional support technician
Connor Harrison, lecturer
Melissa Morris, associate professor
Sean Nolan, lecturer
Graeme Rohn, lecturer
Brice Smith, associate professor
Planetary Hall
Bowers Hall
Sean Nolan, Planetarium director
Police
See University Police Department
Emergency Calls (24 hours)
Police Benevolent Association of New York State (PBA of NYS)
Gregg Bliss, local representative
Political Science Department
Old Main, Room 207
Fax: 315-5760
Robert Spitzer, distinguished service professor, chair
Deborah Dintino, secretary 1
Seth N. Asmah, distinguished teaching professor
Judith A. Best, distinguished teaching professor
Timothy Delaune, assistant professor
Hilary Leatt, lecturer
Mary McGuire, assistant professor
Thomas Pasquarello, professor
David Richards, lecturer
Henry J. Steck, distinguished service professor
Dennis Weng, assistant professor
Doris Wolfgramm, lecturer
Christopher Xenakis, lecturer
Poolside
Park Center
Linda Murphy, manager
Pre-Engineering Program
Bowers Hall, Room 1108
Fax: 315-4973
Moataz Emam, coordinator
Research and Sponsored Programs Office
Miller Building, Room 402 2511
Fax 5590
Amy Henderson-Harr, assistant vice president
Thomas Frank, associate director
Virginia Karpenko, secretary 1

Residence Halls
Alger Hall
Brian Gordinier, director 4156
Student Staff Office 2624
Custodial 2126
Bishop Hall
Lima M. Stafford, director 4157
Student Staff Office 2616
Custodial 2100
Casey Tower
Danni Perrato, director 5475
Student Staff Office 2616
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Cheney Hall
Robert Binnall, director 4150
Student Staff Office 2617
Custodial 2102
Clark Hall
Shaniqua Kissi, director 4153
Student Staff Office 2929
Custodial 5935
DeGroat Hall
Kimberly Marmorowski, director 4151
Student Staff Office 2618
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Dragon Hall
Jonah Reardon, director 2178
Student Staff Office 2177
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Fitzgerald Hall
Meghan Henley, director 4152
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Melissa Gretzler, director 4165
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Courtney Andros, director 4155
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Michael P. Baker, director 4160
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Tara Clancy, director 4159
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Custodial 2117
Leadership House
Michael P. Baker, director 4160
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Will Ahern, director 4154
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Maintenance 2116
West Campus Apartments
Melissa DaCosta Wilson, director 4164
Student Staff Office 2630
Whitaker Hall
Alexis Robles, hall manager 4163
Student Staff Office 2628
Residence Life and Housing Office
Van Hoesen Hall, Room B-33 4724
Fax 5984
Ralph Carasquillo, director 2095
Debbie Lewis, secretary 1 2095
Jean Brown, associate director for housing and operations 5796
James Hendrick, associate director for staff recruitment and external programs 4723
Cynthia Lake, associate director for staff development and programming 4723
Katherine Ruth Ingraham, assistant director for operations 2094
Sarah Nardone, assistant director for marketing, retention and occupancy management 2094
Patrick McLorn, office assistant 1 (keyboarding) 2094
Julie Talbi, office assistant 2 (keyboarding) 4723
Barbara Toomey, office assistant 2 5796
Risk Management/Internal Control
Miller Building, Room 324 4584
William Veit, risk management officer

ROTJ (SUNY Cortland Army ROTC)
Van Hoesen Hall, Room B-215A 2692
Kevin Swab, recruiting operations officer

Scholarships and Donor Relations
Division of Institutional Advancement
Brockway Hall, Room 304-A
Tina Aversano, manager of scholarships and donor relations 2446

Schools
School of Arts and Sciences
Old Main, Room 124
R. Bruce Mattingly, dean 4312
Rhonda Moulton, secretary 2 4312
Old Main, Room 125
Jerome O'Callaghan, associate dean 4314
Michele Lella, secretary 1 4314
School of Education
Education Building, Room 1239
Andrea Lachance, dean 5433
Marianne Evangelista, secretary 2 5433
Ronnie Casella, associate dean 5431
Gilda Votra, keyboard specialist 1 5431
School of Professional Studies
Professional Studies Building, Room 1175
John Cottone, dean 2701
Marcia O'Loughlin, secretary 2 2829
Eileen Gravani, associate dean 2702
Sue Bush, secretary 1 2702

Science Education (Adolescence)
Bowers Hall, Room 1117 2907
Rena Crockett Janke, co-coordinator 5670
Sean Nolan, co-coordinator 4323
Pam Smith, secretary 1 5793

Scierra Room
Park Center, Room 1210-B 4901
Fax 5929

Service Group
Maintenance, Room 3 2100

Service-Learning
See Institute for Civic Engagement

Shop24
Neubig Hall (outside)
Position Vacant, operations manager 4611

Sociology/Anthropology Department
Moffett Center, Room 2120 2726
Fax 5973

Archaeology Lab, Room 2124 65081
Herbert Haines, professor; chair 2472
Amanda Halliwell, secretary 1 2726
Selene Cammer-Bechtold, lecturer 4555
Anna Curtis, assistant professor 2298
Jamie Dangler, associate professor (on leave) 4248
Sally Dear-Healey, visiting assistant professor 4762
Stephanie Decker, assistant professor 2482
Charles DeMetz, lecturer 4766
Meredith Ellis, lecturer 4287
Michael Emmert, lecturer 2262
Stephen Halesky, associate professor 2475
Kassim Kone, associate professor 5748
Craig B. Little, distinguished service professor 2470
Ellis E. McDowell-Loudan, professor; coordinator, Native American Studies Program 2485
Scott Miller, lecturer 2376
Zachary Miner, lecturer 4758
Timothy Pulifer, lecturer 2473
John Sheehan, lecturer 4279
William Slipper, assistant professor 2471
John R. Sosa, associate professor 2480
Sharon Steadman, professor; director, Brooks Museum 2106
Scott Stull, lecturer 4755
Caroline Tauxe, lecturer 4281
Stuart H. Traub, professor 2724
Jeremy Trombley, lecturer 4556
Anne K. Vittoria, associate professor 4708
Deborah Warnock, assistant professor 5748
Mark Worrell, associate professor 5755
Tiantian Zheng, professor; coordinator, Asian/Middle Eastern Studies 2478

Speech Clinic
See Center for Speech, Language and Hearing Disorders

Sport Management Department
Professional Studies Building, Room 1114 4251
Fax 5795
Jordan Kobritz, professor; chair 2196
Connie Parmiter, secretary 1 4251
Genevieve Birren, assistant professor 4780
Lawrence Brady, instructor 4249
Raymond Cotrufo, assistant professor 4552
Mark Dodds, professor 4779
Ted Fox, professor (on leave academic year) 5537
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<td>Van Hoesen Hall, Room C-17 —— 4124</td>
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<td><strong>Student Conduct Office</strong></td>
<td>Corey Union, Room 409-B —— 4725</td>
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<td>Corey Union, Room 217 —— 4816</td>
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<tr>
<td><strong>Student Government Association (SGA)</strong></td>
<td>Fax —— 2807</td>
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<tr>
<td><strong>Disability Services (Student)</strong></td>
<td>Email: <a href="mailto:sga@cortland.edu">sga@cortland.edu</a></td>
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<td><strong>Disability Services (Student)</strong></td>
<td>Anne Szostek, president</td>
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<td>Stefania Buta, treasurer</td>
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<td>Melissa Root, office coordinator</td>
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<td>Lora Burns, nurse</td>
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<td>Marti Warren, nurse</td>
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<td>Front Desk —— 5811</td>
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<td>Pool Office —— 5804</td>
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<td><strong>Student Government Association (SGA)</strong></td>
<td>Fax —— 753-2807</td>
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<td><strong>SUNY Cortland Emergency Squad</strong></td>
<td>Van Hoesen Hall —— 4112</td>
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<td>Fax —— 5495</td>
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<tr>
<td><strong>Substance Abuse Prevention and Education</strong></td>
<td>Robyn Forster, coordinator</td>
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<tr>
<td><strong>Substance Abuse Prevention and Education</strong></td>
<td>Diana McGee, secretary 1</td>
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<td><strong>Subway</strong></td>
<td>Corey Union —— 2128</td>
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<td><strong>Summer Session Office</strong></td>
<td>Van Hoesen Hall, Room B-1 —— 2066</td>
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<td><strong>Summer Session Office</strong></td>
<td>Fax —— 2959</td>
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<td><strong>Summer Session Office</strong></td>
<td>Mary Cervoni, agency program aide</td>
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<tr>
<td><strong>Summit Federal Credit Union</strong></td>
<td>Neubig Hall —— (585) 453-8677</td>
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<tr>
<td><strong>Summit Federal Credit Union</strong></td>
<td>Fax —— 607-344-0024</td>
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<td><strong>SUNYAC Office (State University of New York</strong></td>
<td>Athletic Conference) —— 5617</td>
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<td>Fax —— 5413</td>
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<td>Tom Di Camillo, commissioner —— 2279</td>
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<td>Megan Cross, assistant commissioner —— 2277</td>
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<td><strong>Teaching Materials Center</strong></td>
<td>Memorial Library —— 4009</td>
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<tr>
<td><strong>Teaching Materials Center</strong></td>
<td>Lisa Czirr, assistant librarian</td>
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<td><strong>Teaching Materials Center</strong></td>
<td>Betsy Davison, assistant librarian —— 5452</td>
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<td><strong>Test Administration Service</strong></td>
<td>Memorial Library, Room B-204 —— 2358</td>
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<td><strong>Test Administration Service</strong></td>
<td>Jeremy Zhe-Heimerman, coordinator, assistive technology and test administration</td>
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The Help Center
Memorial Library...........................................2500
Fax .............................................................5599
Hailey Ruoff, associate director .......................2231
Luis Colon, instructional support assistant
Sharon Conslor, manager, technology help
Sherry Ellis, library clerk 3
James Fitzgerald, coordinator, circulation help
Krista Natale, instructional support technician
Erica Niemann, instructional support technician
Ryan Schmidt, library clerk 2
Amy Becker, instructional designer ..................4045
Kristina Mariele, instructional designer ..............4577
John Scognamiglio, instructional designer .........4366

Title IX
President's Office
Miller Building, Room 403...............................4550
Nan Pasquarello, coordinator

Training Rooms
See Athletic Training Facilities

Transfer Credit Services
Advisement and Transition
Memorial Library, Room A-111 .........................4726
Fax ..................................................................5593
Carol Costell Corbin, assistant director

Transfer Student Support
Advisement and Transition
Memorial Library, Room A-111 .........................4726
Fax ..................................................................5593
Emily D. Quinlan, coordinator

Transportation Services
Service Group ...............................................2129
Fax ..................................................................5594
Linette Mowers, assistant director, general services ....2509
Mike Beaumont, bus driver
Philip Falco, bus driver
Rafael Felix, security services aide
Charles Friedman, bus driver
Charles Greenman, bus driver
Thomas Hackett, bus driver
John Hunter, bus driver
John Kehn, bus driver
Joseph Machalak, bus driver
Wes Morris, bus driver
Pete (Cleon) Potter, bus driver
Harlan Pudney, bus driver
Larry Smith, bus driver
Scott Thornton, bus driver
David Vanco, bus driver
Richard Zurell, bus driver

University Police Department
Van Hoesen Hall, Room C-17 ............................2112
Fax ..................................................................5752
Emergency Calls (24 hours) .........................2111
Non-emergency Calls .................................2112
Administration/Chief's Office .....................4124
Lost and Found ..............................................2112
Parking Department .....................................4123
Steven Dangler, chief of police
Mark T. DePaull, assistant chief of police
Brenda Hammond, secretary 1
K. Sue Bishop Brown, clerk 2
Elizabeth Scott, office assistant 1
Eamon O'Shea, director, campus security systems
Mason Young, assistant coordinator, campus security systems
Chauncey W. Bennett III, university police officer 2
Mary E. Murphy, university police officer 2
Eric Rabusin, university police officer 2
John R. Reynolds, university police officer 2
Paul Van Valkenburg, university police investigator 1
Christopher Austen, university police officer 1
Greg Bliss, university police officer 1
David Coalkey, university police officer 1
Francis Cullen III, university police officer 1
Franklin T. Dalton, university police officer 1
Douglas Hyde, university police officer 1
Helen Low, university police officer 1
Erik Merlin, university police officer 1
Jennifer Olin, university police officer 1
Steven Rolfe, university police officer 1
John Starr, university police officer 1
Amanda Wasson, university police officer 1
Stacy Alexander, pedestrian safety aide
Joyce Willis, security services aide

Veteran Affairs
Miller Building, Room 205 .............................4717
April Calale, certifying official

Vice President for Academic Affairs and Provost
Miller Building, Room 408 .............................2207
Fax ..................................................................5993
Mark J. Prus
Tracy Kinney, secretary to the provost
See full division listing on page 7.

Vice President for Finance and Management
Miller Building, Room 409 .............................2211
Fax ..................................................................5993
David M. Duryea, vice president
Kerry Mincher, secretary 2
See full division listing on page 13.

Vice President for Institutional Advancement
Brockway Hall, Room 313 .............................2518
Fax ..................................................................5448
Peter C. Perkins, vice president
Melony Warwick, secretary 2
See full division listing on page 15.

Vice President for Student Affairs
Corey Union, Room 407-A .............................4721
Fax ..................................................................2808
C. Gregory Sharer
Marie Blanden, secretary 2
See full division listing on page 21.

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Undergraduate Research Council
Bowers Hall, Room 144 .................................2815
Christopher McRoberts, director ..................2925

United University Professions (UUP)
Moffett Center, Room B-5 ............................5991
Fax ..................................................................5476
Joseph Westbrook, president .......................5517
Toni Murray chapter assistant .......................5991
Daniel Harms, vice president, academics .........4042
Jennifer Drake, vice president, professionals ....2361
Randi Storch, grievance chair .......................2054
Jackie Pfitsley, officer for contingents ..........4837
Rebecca Bryan, secretary ............................4561
Rickie McClure, treasurer ............................4509

Volunteer Office, Internships and
Van Hoesen Hall, Room B-5 ..........................4715
John R. Shirley, coordinator

W

Winter Session Office
Miller Building, Room 223 ............................4702
Fax ..................................................................2959
Mary Cervoni, agency program aide

Women's Studies
See also Center for Gender and Intercultural Studies (CGIS).
Sally Dear-Healey, coordinator

Woods Fitness Facility
Park Center, Room 1205 ...............................6901

WSUC-FM Radio
Van Hoesen Hall ........................................2936
Fax ..................................................................2807
### Fax Numbers

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<td>Foundations and Social Advocacy Department</td>
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<td>Institutional Research and Analysis</td>
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<td>Internships and Volunteer Office</td>
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<tr>
<td>Modern Languages Department</td>
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<tr>
<td>Mohawk Valley Graduate Center</td>
<td>315-792-5677</td>
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<td>Motor Pool</td>
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<td>Multicultural Life and Diversity Office</td>
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<td>President's Office</td>
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<td>Recreation, Parks and Leisure Studies Department</td>
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<td>Scholarships and Donor Relations</td>
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<td>Sociology/Anthropology Department</td>
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<td>Student Affairs, Division of</td>
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<tr>
<td>Student Conduct Office</td>
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<tr>
<td>Student Disability Services</td>
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<tr>
<td>Student Health Service</td>
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<td>Substance Abuse Prevention and Education</td>
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<td>Summer Session Office</td>
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<td>The Help Center</td>
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<td>West Campus Maintenance Shop</td>
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<td>Winter Session Office</td>
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</table>
### Building Addresses and Administrators

#### Academic/Administrative Buildings
Administrators of academic buildings report directly to the academic dean who is responsible for the supervision of the building and its use.

<table>
<thead>
<tr>
<th>Building Address</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bowers Hall, 3 Gerhart Drive</td>
<td>John Sternfeld</td>
</tr>
<tr>
<td>Brauer Field Station, Albany, N.Y.</td>
<td>Rob Rubendall</td>
</tr>
<tr>
<td>Broadway House, 29 Broadway</td>
<td>Nasrin Parviz</td>
</tr>
<tr>
<td>Brockway Hall, 35 Graham Ave</td>
<td>Peter C. Perkins</td>
</tr>
<tr>
<td>Chemical Management Facility, 3741 Stratton Drive</td>
<td>Amy Markowski</td>
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<tr>
<td>Commissary/Receiving, 3745 Stratton Drive</td>
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</tr>
<tr>
<td>Corey Union, 16 Neubig Road</td>
<td>Michael Whitlock</td>
</tr>
<tr>
<td>Cornish Hall, 91 Prospect Drive</td>
<td>Andrea Lachance</td>
</tr>
<tr>
<td>Dowd Fine Arts Center, 48 Graham Ave.</td>
<td>Charles Heasley</td>
</tr>
<tr>
<td>Education Building, 103 Prospect Terrace</td>
<td>Andrea Lachance</td>
</tr>
<tr>
<td>Hoxie Gorge</td>
<td></td>
</tr>
<tr>
<td>Lusk Field House, 5 Lusk Drive</td>
<td>Jesse Adams</td>
</tr>
<tr>
<td>Main Street SUNY Cortland, 9 Main St.</td>
<td>Cynthia Guy</td>
</tr>
<tr>
<td>McDonald Building, 60 Tompkins St.</td>
<td>Leslie Eaton</td>
</tr>
<tr>
<td>Memorial Library, 81 Prospect Terrace</td>
<td>Gail Wood</td>
</tr>
<tr>
<td>Miller Building, 22 Graham Ave.</td>
<td>Mark Yacavone</td>
</tr>
<tr>
<td>Moffett Center, 40 Graham Ave.</td>
<td>Bonni Hodges</td>
</tr>
<tr>
<td>Neubig Hall, 15 Neubig Road</td>
<td>Bill McNamara</td>
</tr>
<tr>
<td>Old Main, 1 Gerhart Drive</td>
<td>Bruce Mattingly</td>
</tr>
<tr>
<td>Parks Family Outdoor Center, Raquette Lake, N.Y.</td>
<td>Rob Rubendall</td>
</tr>
<tr>
<td>Park Center, 8 Folmer Drive</td>
<td>Jesse Adams</td>
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<tr>
<td>Professional Studies Building, 5 Folmer Drive</td>
<td>John Cotton</td>
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<tr>
<td>Service Group/Commissary, 3739 Stratton Drive</td>
<td>Zachary Newsanger</td>
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<tr>
<td>Sperry Center, 3 Moffett Lane</td>
<td>Lisa Kable</td>
</tr>
<tr>
<td>Stadium Complex, 1096 Lanker Drive</td>
<td>Jesse Adams</td>
</tr>
<tr>
<td>Student Life Center, 8 Pashley Drive</td>
<td>Julian Wright</td>
</tr>
<tr>
<td>Van Hoesen Hall, 91 Prospect Drive</td>
<td>Andrea Lachance</td>
</tr>
<tr>
<td>Winchell Hall, 31 Water Street</td>
<td>Dan Sidebottom</td>
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#### Residential Facilities
Administrators of residential facilities report directly to the vice president for student affairs.

<table>
<thead>
<tr>
<th>Building Address</th>
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<tbody>
<tr>
<td>Alger Hall, 7 Neubig Road</td>
<td>Brian Gordiner</td>
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<tr>
<td>Bishop Hall, 11 Neubig Road</td>
<td>Lima Stafford</td>
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<tr>
<td>Casey Tower, 20 Broadway St.</td>
<td>Danni Perretto</td>
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<tr>
<td>Cheney Hall, 25 Graham Ave.</td>
<td>Robert Binnall</td>
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<tr>
<td>Clark Hall, 10 Neubig Road</td>
<td>Shaniqua Kissi</td>
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<tr>
<td>DeGroat Hall, 45 Graham Ave.</td>
<td>Kimberly Marmorowski</td>
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<tr>
<td>Dragon Hall, 28 Broadway Ave.</td>
<td>Jonah Reardon</td>
</tr>
<tr>
<td>Fitzgerald Hall, 12 Neubig Road</td>
<td>Meghan Henley</td>
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<tr>
<td>Glass Tower Hall, 13 Neubig Road</td>
<td>Melissa Gretzler</td>
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<tr>
<td>Hayes Hall, 5 Neubig Road</td>
<td>Courtney Andros</td>
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<tr>
<td>Hendrick Hall, 27 Water Street</td>
<td>Michael P. Baker</td>
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<tr>
<td>Higgins Hall, 29 Water Street</td>
<td>Tara Clancy</td>
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<tr>
<td>Leadership House, 94 Prospect Terrace</td>
<td>Michael P. Baker</td>
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<tr>
<td>Randall Hall, 8 Neubig Road</td>
<td>Will Ahern</td>
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<tr>
<td>Shea Hall, 33 Water Street</td>
<td>Amy Garside</td>
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<tr>
<td>Smith Tower, 23 Water St.</td>
<td>Connor Berg</td>
</tr>
<tr>
<td>West Campus Apartments, West Road</td>
<td>Melissa Gretzler</td>
</tr>
<tr>
<td>Whitaker Hall, 4 Pashley Drive</td>
<td>Alexis Robles</td>
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#### Defibrillator Locations and PSI Numbers
Defibrillators are in parentheses. For exact locations, visit cortland.edu/pad

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<td>Bowers Hall (3)</td>
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<td>President’s Residence</td>
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<td>Winchell Hall (1)</td>
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</tbody>
</table>

Lynne Parks ’68 SUNY Cortland Alumni House (1)
William H. Parks Family Center for Environmental and Outdoor Education at Raquette Lake Antlers (1); Camp Huntington (1)
Notaries Public

Robin Abbott  
Networking and Telecommunications Services  
Old Main, Room B-05  
2310

Marie Blanden, Division of Student Affairs  
Corey Union, Room 407-A  
4217

Jackie Brown, Human Resources Office  
Miller Building, Room 301  
2302

K. Sue Brown, Parking Department  
Van Hoesen Hall, Room B-38  
4123

April M. Calale, Financial Aid Office  
Miller Building, Room 205  
4717

Michelle Congdon, Human Resources Office  
Miller Building, Room 301  
2302

Linda Crompton, Purchasing  
Miller Building, Room 309  
2306

Juanita Larrabee  
Facilities Planning, Design and Construction Office  
Miller Building, Room 205  
2217

Anne McLorn, Art and Art History Department  
Dowd Fine Arts Center, Room 224  
4316

Nancy Mead, Library  
Memorial Library  
5996

Patricia Ondrako, Biological Sciences Department  
Bowers Hall, Room 241  
2715

Nan Pasquarrello, President’s Office  
Miller Building, Room 403  
4550

Barry Schecter, Health Department  
Moffett Center, Room 123-B  
607-753-2233

Susan Stout, Center for Gender and Intercultural Studies (CGIS)  
Old Main, Room 122  
5784

Barbara Toomey, Residence Life and Housing Office  
Van Hoesen Hall, Room B-33  
5796

Meghan Van Deuson, Student Accounts Office  
Miller Building, Room 323  
2333

Melony Warwick, Division of Institutional Advancement  
Brockway Hall, Room 216  
2518

Nancy Wheelock, ASC Customer Service  
Neubig Hall  
2425

Annie Wilcox, Registrar’s Office  
Miller Building, Room 223  
2955

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Vice President, Institutional Advancement

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Vice President, Student Affairs

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Chief Diversity Officer; Director, Multicultural Life and Diversity

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Dean, School of Professional Studies

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Interim Assistant Vice President, Human Resources

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Assistant Vice President, Student Affairs

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Cortland, N.Y.

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Homer, N.Y.

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Homer, N.Y.

Marie Rumsey  
Homer, N.Y.

Bruce R. Tytler M ’88, C.A.S. ’05  
Cortland, N.Y.

Patrick Viscome  
2015-16 Student Representative

Auxiliary Services Corporation (ASC)

Patrick Viscome, chair  
Winchell Hall, Second Floor  
753-4325  
Fax  
753-5665  
Neubig Hall, Administrative Office  
753-4627  
Fax  
753-5981

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Fax  753-5789

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Division of Institutional Advancement
Brockway Hall, Room 312  753-2518
Fax  753-5448

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Michael E. Morandi '76
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Top Ten Tips for SUNY Cortland Writing Style

These 10 tips were developed to foster a consistent appearance in all campus communications. They show SUNY Cortland’s writing style, which adheres to the Associated Press (AP) Stylebook in most cases.

1. The College Name
   • State University of New York College at Cortland or SUNY Cortland
   • College or Cortland can be used in subsequent references.

2. Buildings and Rooms
   • Rooms that have a number are written as Old Main, Room 204-C or Miller Building, Room 408.
   • Rooms that don’t have a room number are written with the building name followed by the room name: Corey Union Function Room.
   • Alumni Arena does not include “Ice” in its name.

3. Office and Department Names
   • Our style is to write the name followed by the word “Office” or “Department:” President’s Office, Provost’s Office, English Department

4. Dates
   • Months are abbreviated when written with a date, except March, April, May, June and July: Feb. 29, 2015.
   • Avoid writing ordinal numbers such as 1st, 2nd, 3rd or 4th when writing dates.

5. Times
   • Write a.m. and p.m. with periods: 6 a.m.
   • Minutes are included only to indicate a specific time after the hour: 6:30 p.m.
   • Write noon for 12 p.m. and midnight for 12 a.m.
   • When indicating a beginning and an ending time, use a hyphen with no spaces: 8:30 a.m.-1 p.m.

6. Phone Numbers
   • Write phone numbers with hyphens after the area code and exchange: 607-753-2011.
   • It is preferred to write the entire phone number rather than just an extension.

7. URLs for College Web Addresses
   • The www. is no longer required for most cortland.edu Web addresses.

8. Punctuation
   • Capitalization is reserved for proper nouns. Avoid unnecessary capitals. An exception is College when used to refer to SUNY Cortland.
   • Exclamation marks should be used only rarely.
   • Only one space is used after periods and colons.

9. Ampersand (&)
   • Avoid using the ampersand (&); write the word “and” instead.

10. Underlining
    • In electronic communications, underlining should be reserved for hyperlinks.

Refer to the College’s Communication Guide at cortland.edu/commguide for answers to most style and branding questions, where you also will find the Writing Style Guide A-Z.