

Who to See for What

Paul Smith's College— Summer 2009



Monica Buriello
TRiO-SSS Counselor
 327-6062
 Weill Library #207
Student Support Services



Rev. Randy Cross
Adirondack Campus Ministry
 327-6225
 Student Center # 017
Faith Issues
Spirituality
Volunteerism Opportunities



Matt Charland
 Pickett Hall 103
 327-6059
Maureen McMahon
 Library 119 327-6959
Retention Program Assistants
Academic Recovery
Transitional programs



Cheryl Culotta
Director Student Development
 327-6340
 Student Center # 017
Counseling
Health Education



Pat Clelland
Director of Food Service
 327-6311
 Buxton Café
Special dietary needs



Deb Dutcher
Heather Tuttle
Career Services/Work Study
 327-6082; 327-6374
 Admin. 009; 001
Career Counseling
Job Searching
Grad School Prep



Craig Collette
Director of Campus Safety
 327-6300
 Safety Building
Accident report, Lost items
Medical emergencies (after hours)
Parking



Kristye Fountain
Office of Financial Aid
 327-6220
 Administration #103
Financial Aid
Scholarships



Teresa Gay
*Housing and
 Operations Manager*
 327-6440
 Student Center 005
Key Issues
Mail questions
Room changes
Roommate requests



Roxie McCarty
Learning Specialist
 327-6414
 Weill Library #209
Accommodative
 Services



Kate Glenn
Dain Lewis
Angelica Robinson
Area Coordinators
 327-6488
 Student Center 005
Housing Concerns
Roommate concerns
RA Supervision



Les Parrish
*Interim Director of
 Athletics*
 327-6286
 Saunders Sports
 Complex #101
Intercollegiate
 sports



Tom Huber
TRiO-SSS Director
 327-6330
 Weill Library #207
Student Support
 Services



Cheryl Ploof
Sandy Brown
 327-6232
 Pickett #107
 Dean's Office
For location and/or
 phone # of :
Division Head,
Academic Advisor,



Ginny McAleese
Director
Academic Support
 327-6365
 Weill Library #204
Supplemental In-
struction
Study Groups
Writing Center



**Matthew Seton
 Schur**
*Interim Director of
 Student Affairs*
 Student Center #006
 327-6490
Student Services
Judicial Affairs
Residence Life



Lyn Shatraw
Sher Tuthill
Student Accounts
 327-6204
 Administration #101
 and #102
College bills



Jim Tucker
Coordinator of
Recreation and
Intramurals
 327-6389
 Saunders Sports
 Complex #113
Recreation
Intramural sports



Elizabeth
Stearns Sims
Director Retention/
First Year Programs
 327-6047
 Student Center #011
Student concerns
Advising questions
Withdrawing from College



Tony Tufano
 General Manager
Lori Remington Custodial
 Manager/Events Coordinator
Alicia Johnson,
 Administrative Assistant
 327-6366
 Maintenance Building
Cleaning Concerns
Maintenance
Student packages
Laundry questions



Jill Susice
Student Activities
 327-6401
 Student Center #007
Activities
Clubs &
Organizations
Student Government



Amy Tuthill
Tutor Coordinator
 327-6862
 Weill Library #203
Tutoring Signup
Supplemental
Instruction
Study Groups



Lorilyn Taylor
Registrar
 327-6231
 Administration #113
Academic standing
Graduation
requirements
Transcripts



Reiko Rexilius-
Tuthill
Director Health Services
 327-6319
 Student Center #003
Health concerns
Accident reports
First aid
Medical emergencies

Who to See for What—Summer 2009

<u>Question</u>	<u>Resource</u>	<u>Question</u>	<u>Resource</u>
Absences/ Advising	Individual Faculty Member Academic Advisor, Dean (See faculty secretaries)	ID Cards	Campus Safety
Academic Counseling	Cheryl Culotta, Dir. of Student Development	Intercollegiate sports	Les Parrish, Interim Director of Athletics
Academic progress (grades)	On Line Self Service or Academic Advisor	Loans	Mary Ellen Chamberlain Kristye Fountain
Accommodative Services	Roxie McCarty Learning Specialist	Lost items	Campus Safety
Accident report	Reiko Rexilius Tuthill, Director Health Services or Campus Safety Officer	Maintenance	Alicia Johnson, Physical Plant Bridget Matthie, Physical Plant
Adding a course	Academic Advisor	Medical Emergencies/	Reiko Rexilius Tuthill, Director Health Services Campus Safety (after hours)
Campus Ministry	Rev. Randy Cross, Campus Pastor	Parking	Craig Collette Director of Campus Safety
Career Planning/ Graduate School Prep	Deb Dutcher, Coordinator of Career Service	Recreation/ Intramural sports	Jim Tucker, Coordinator of Recreation & Intramurals
Clubs/Organizations Student Government	Jill Susice, Director of Student Activities	Residence Hall Programs/Services	Kate Glenn Dain Lewis Angelica Robinson
College bills	Lyn Shatraw, Bursar Sher Tuthill	Scholarships	Mary Ellen Chamberlain Kristye Fountain
Counseling / Substance Concerns	Cheryl Culotta, Dir. of Student Development	Special dietary needs	Reiko Rexilius Tuthill, College Nurse Pat Clelland, Food Service
Code of Conduct	Matt Schur, Interim Director of Student Affairs	Student Mail	Teresa Gay, Residence Life
Dropping a course	Academic Advisor or Dean	Student packages	Teresa Gay, Residence Life
First aid	Reiko Rexilius Tuthill, College Nurse	Technology Information	Help Desk (327- 6465, help-desk@paulsmiths.edu)
Graduation Requirements	Loralyn Taylor, Registrar or Academic Advisor	Transcripts	Loralyn Taylor, Registrar or http://www.paulsmiths.edu/offices/registrars/how.php
Health Concerns	Reiko Rexilius Tuthill Director Health Services	TRiO-SSS	Tom Huber, Director Monica Buriello, Counselor
Health Education	Cheryl Culotta, Dir. Of Student Development	Tutoring	Ginny McAleese, Director Amy Tuthill, Coordinator Academic Support Services
Housing/Room changes	Teresa Gay, Housing and Operations Manager	Withdrawing from College	Elizabeth Stearns Sims Dir. of Retention
		Work Study Assistance	Deb Dutcher Heather Tuttle, Office Manager