2012-2013 Key Contacts for SCU Faculty

<table>
<thead>
<tr>
<th>GENERAL</th>
<th>TEACHING AND LEARNING</th>
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| **In an emergency  911**  
• Campus Safety: Emergency: 554-4444; Non-Emergency: 554-4441 | **Undergraduate Studies**  
• Phyllis Brown, Associate Provost for Undergraduate Studies: 554-4930, pbrown@scu.edu  
• Kathleen Maxwell, Director, Core Curriculum: 554-4407, kmaxwell@scu.edu  
• Leli Miller, Director, University Honors and LEAD Scholars Programs: 554-4427, lmiller@scu.edu |
| **Pay and benefits**  
• Payroll: Agustin Ruiz aruiz@scu.edu 554-4359 www.scu.edu/hr  
• Benefits: Anne Mota amota@scu.edu 551-1934 www.scu.edu/hr/benefits | **Teaching and technology**  
• Instructional Technology Resource Specialists (teaching with technology, Camino/course management): www.scu.edu/mediaservices/itrs  
• Media Services (equipment requests & scheduling): 554-4520 www.scu.edu/mediaservices  
• Technology Training: http://www.scu.edu/is/instruction.cfm |
| **Computer, email, or phone problems**  
• Information Technology: Service Desk 554-5700 http://it.scu.edu/ | **Library**  
• Course reserves: 554-5240 libraryreserve@scu.edu  
• Subject specialists: www.scu.edu/library/info/contact/liaison/ |
| **University policies and procedures**  
• Faculty Handbook: http://www.scu.edu/provost/policy/handbook/  
• Policies and Procedures: www.scu.edu/provost/policy, Diane Jonte-Pace, Vice Provost for Academic Affairs: djontepace@scu.edu 554-4751 | **Teaching Resources**  
• Faculty Development Teaching Resources: www.scu.edu/provost/facultydevelopment/teaching-advising/teaching-resources/ |
| **Governance**  
• Faculty Senate: Barbara Molony, Faculty Senate President: bmolony@scu.edu 554-4433  
• University Governance: Peter Minowitz, Chair, University Coordinating Committee: pminowitz@scu.edu 554-4139 www.scu.edu/governance | **ISSUES WITH STUDENTS** |
| **Unlawful harassment or discrimination concerns**  
• Linda Jocewicz, EEO Coordinator, Office of Affirmative Action: ljocewicz@scu.edu 554-4178 www.scu.edu/affirmativeaction  
• Office of Student Life: 554-4583 | **Advising and registration concerns**  
• Drahmann Center: 554-4318, www.scu.edu/advising  
• Student Records: 554-4331, http://www.scu.edu/registrar/ |
| **SCHOLARSHIP** | **Counseling, psychological or spiritual issues**  
• Counseling and Psychological Services (CAPS): 554-4172  
• Campus Ministry: Jack Treacy, S.J., jtreacy@scu.edu 554-4372 www.scu.edu/campusministry |
| **Grants**  
• Internal: Amy Shachter, Associate Provost for Research and Faculty Affairs: ashachter@scu.edu 551-7041 http://www.scu.edu/provost/research/  
• External: Sophia Hinojosa, Pre-Award Specialist, Sponsored Projects Office, 551-3000 x4297, shinojosa@scu.edu | **Student disabilities and accommodations**  
• Ann Ravenscroft, or Janis McAlister, Co-Directors, Disabilities Resources: eravenscroft@scu.edu 554-4111; jmcalister@scu.edu 408-551-1874 |
| **Research Compliance and Integrity Program**  
• Esther Pham, Program Director, 554-5591, Ephem@scu.edu | **Cheating/academic integrity**  
• Lester Deanes, Assistant Dean of Student Life: ldeanes@scu.edu 554-4583 |
| All phone numbers are area code 408. 551- and 554- prefixes are provided for making calls from off-campus and are not required from campus phones. Just dial the four digit extension. | **Additional resources:** Consult with your department chair and administrative assistant. When in doubt, contact Anne Riconosciuto, Faculty Development Program Associate: ariconosciuto@scu.edu 554-2746 or Eileen Razzari Elrod, Associate Vice Provost for Faculty Development: eelrod@scu.edu 554-4136. |