The Eastman Student Support Network consists of the Associate Dean of Academic and Student Affairs, the Assistant Dean for Student Life, Assistant Dean of Academic Affairs, and the Assistant Dean for Residential Life. The Director of Graduate Studies periodically joins this group to discuss concerns related to graduate students. These administrators connect with a comprehensive array of campus offices and departments.

The purpose of the Eastman Student Support Network is to identify students and issues that may need attention, support, or other intervention. The Eastman Student Support Network meets formally on a regular basis. Its members hold themselves to the very highest ethical standards, sharing information confidentially among Eastman staff and faculty on a “need-to-know” basis only. The Eastman Student Support Network provides an opportunity for Eastman staff to communicate effectively toward developing strategies in accordance with the policies of the Eastman School.

A variety of intervention strategies and mechanisms are available including case conferences, mandated assessments, behavioral contracts, various leave of absence options, and disciplinary action. Faculty, staff, and parents can share information with any member of the Eastman Student Support Network, and that member will bring the information to the group for discussion and possible intervention.

Our ability to share information is often limited by law and/or policy. We are, however, always willing and able to receive information from faculty, staff, and parents whenever they feel it may be of some importance, so please feel free to call our offices.
### Office of Student Life

**Eastman Commons, Room 103**  
Office phone: 585.274.1106  
Website: www.esm.rochester.edu/studentlife

**Melissa Schmidt**  
Assistant Dean for Student Life

**Alyssa Shoup**  
Assistant Director for Student Activities and Engagement

The Office of Student Life is responsible for on- and off-campus student activities and programs that address students’ social, cultural, and developmental needs. All student organizations, the Students’ Association, and Graduate Students’ Association are advised by the Office of Student Life.

The Office of Student Life oversees New Student Orientation, Student Activities and Students’ Association, Graduate Students’ Association, Eastman Welcome Weekend, Family Weekend, Spring Fling, Senior Week, Student Conduct, Wellness Initiative for Students at Eastman (WISE), Disability Accommodations.

The Assistant Dean for Student Life is the student conduct officer and the deputy Title IX officer for the School, overseeing matters of non-academic misconduct. The University of Rochester Standards of Student Conduct can be found at: http://www.rochester.edu/college/odos/conduct/

### Examples of when faculty and/or students should contact Student Life:

- If there is a need for intervention for a student with a mental or physical health crisis
- If there are questions about the Wellness Initiative, or wellness-related programs
- If there are questions or ideas about a student or office sponsored event or program
- If there is a student who has an injury and needs documentation for short-term accommodations
- If there are questions about students with disabilities or accommodations that have been requested, or if a student needs to file paperwork for academic disability accommodations
- If there are questions or concerns about a student who has been found responsible for violating the University’s Standards of Student Conduct

### Academic Affairs

**Main Building, Rooms 103, 104, 109, 110, 111**  
Office phone: 585.274.1020  
Graduate Studies: 585.274.1560  
Website: www.esm.rochester.edu/academic-affairs  
Website: www.esm.rochester.edu/grad

**Donna Brink Fox**  
Senior Associate Dean of Academic and Student Affairs

**John Hain**  
Assistant Dean of Academic Affairs and Director of Assessment

**Marie Rolf**  
Senior Associate Dean of Graduate Studies

**Kimberly Teal**  
Director of Graduate Advising and Services

**Alice Kurtz**, Administrator  
**Deanna Phillips**, Administrator, Graduate Studies  
**Amanda Sharpe**, Administrative Assistant, Academic Affairs

The Academic Affairs Office provides information on the School’s instructional programs and conducts reviews of academic progress at regular intervals. Several special programs are administered through this Office, including Dual Degree programs, Take Five, Conservatory Exchange, and the Musical Arts Major. Certificates and Diploma programs (except for ALP) are administered in this office.

The Graduate Studies Office oversees academic matters related to graduate study, including supervision of academic advising; approval of programs of study; monitoring other degree requirements; review of academic progress; approval of special enrollments (985, 995, and 999); administration of special awards; and assignment of all graduate awards.

### Examples of when faculty should contact Academic Affairs:

- If you have questions about a student’s academic progress in a degree program
- If you have questions about a student’s achievement or contributions in class or lessons
- If you need intervention for a student with a mental or physical health crisis

### Examples of when students should contact Academic Affairs:

- If you have a question about lessons or studio assignments
- If you need to change your current status, e.g., change of major, leave of absence, or withdrawal

### Office of Residential Life

**Eastman Commons, Room 102**  
Office phone: 585.274.1251  
Website: www.esm.rochester.edu/reslife

**Kellie Leigh**  
Assistant Dean for Residential Life

**Kathy Goodman, Administrative Assistant**

The Assistant Dean for Residential Life supervises the operations of the Student Living Center. Resident Advisors (RAs) and a Graduate Head Resident (GHR) are primarily responsible for maintaining the standard of behavior, creating community in their halls, and connecting with residents. They assist and support residents and intercede when roommate issues arise.

The Student Living Center is contained within Eastman Commons, which houses the Office of Residential Life, Office of Student Life, Eastman Dining Center, Computer Lab, Department of Public Safety, and Ciminelli Lounge. A satellite office for University Health Service and University Counseling Center is also available to students.

For security purposes, the front door of the building is accessible only by University ID. Upon entering the building visitors and residents are asked to show ID to an officer from the Department of Public Safety, and in their absence, show ID to the front desk worker.

### Examples of when faculty should contact Residential Life:

- If you need intervention for a student with a mental or physical health crisis
- If you need your ID encoded for entry to Eastman Commons

### Examples of when students should contact Residential Life, an RA or GHR:

- If you have questions about living in the Student Living Center or about the housing lottery
- If you need your ID encoded for entry to Eastman Commons
- If you have lost your keys to your room or ID
- If you have a facilities related issue with your room or if your room is in need of a repair
- If you have a conflict with or concern for your roommate
- If you are in need of an accommodation related to housing or your meal plan.