

EASTMAN SCHOOL OF MUSIC
ADMINISTRATIVE & CORE STAFF DIRECTORY
Spring 2014

Updated: 01/09/2014

OFFICE OF THE DEAN

FAX: 263-2807

<u>DEAN</u>	<i>Jamal J. Rossi</i>	4-1010	MC, Suite 206
<u>SENIOR ASSOCIATE DEAN FOR ADMINISTRATION & FINANCE</u>			
	<i>Michele Gibson</i>	4-1010	MC, Suite 206
Executive Assistant:	Barbara Brown	4-1030	MC, Suite 206
Administrative Assistant:	Bonnie Doran	4-1014	MC, Suite 206
Special Projects Coordinator:	Wendy Borden	4-1435	MC, Suite 211

OFFICE OF ACADEMIC AFFAIRS

FAX: 276-2150 *academicaffairs@esm*

Associate Dean of Academic and Student Affairs

	<i>Donna Brink Fox</i>	4-1020	ESM 110
<i>Assistant Dean of Academic Affairs and Director of Assessment</i>			
	<i>John Hain</i>	4-1020	ESM 111
Administrator:	Alice M. Kurtz	4-1023	ESM 104
Administrative Assistant:	Amanda Sharpe	4-1020	ESM 110
<i>Assistant Dean for Residential Life</i>	<i>Kellie Leigh</i>	4-1250	EC 102A
Administrative Assistant:	Kathy Goodman	4-1422	EC 102A
<i>Assistant Dean for Student Life</i>	<i>Melissia Schmidt</i>	4-1211	EC 103F
Asst. Director, Activity Programs:	Amanda Muskin Trevino	4-1216	EC 103B

Associate Dean of Graduate Studies

FAX: 274-1088 *gdean@esm*

	<i>Marie Rolf</i>	4-1560	ESM 103
Administrator:	Deanna Phillips	4-1560	ESM 103
Director of Graduate Advising and Services:	Kimberly Hannon Teal	4-1563	ESM 102

INSTITUTE FOR MUSIC LEADERSHIP

FAX: 274-1047

ACTING DIRECTOR

	<i>Ramon Ricker</i>	4-1113	MC, 1st Floor
Operations Manager:	Leslie Scatterday	4-1112	MC, 1st Floor
Administrative Assistant:	Linda Altpeter	4-1113	MC, 1st Floor
Careers Coordinator (pt):	Samuel Krall	4-1210	MC, 1st Floor
Information Analyst:	Michael Reed	4-1092	MC, 1st Floor
Assistant Program Coordinator:	Kristijan Bogdanovski	4-1144	MC, 1st Floor
	Institute for Music Leadership	4-1113	<i>iml@esm</i>
	Careers/Professional Development	4-1210	<i>careers@esm</i>
	Gig Line	4-1215	<i>esmgig@esm</i>
	Arts Leadership Program	4-1112	<i>alp@esm</i>

ACCOMPANYING PROGRAM

Director:	Jean Barr	4-1522	ESM 440
Administrative Assistant:	Rita Coulter	4-1570	OSL 202
Staff Accompanists:	Chiao-Wen Cheng (pt)		A 531
	Irina Lupines (pt)		A 531
	Pi-Lin Ni (pt)		A 531
	Ruon "Priscilla" Yuen (pt)		A 531

ADVANCEMENT (DEVELOPMENT)

Executive Director of Advancement	Cathy Hain	4-1049	MC, Suite 211
Executive Director of Major Gifts and Special Projects:	Suzanne Stover	4-1049	MC, Suite 211
Assoc. Dir., Development Programs:	To be determined	4-1044	MC, Suite 211
Development Associate:	Emily Wozniak	4-1054	MC, Suite 211
Alumni Relations Coordinator:	Wendy Borden	4-1435	MC, Suite 211
Administrative Assistant:	Felicity Democko	4-1040	MC, Suite 211

ADMISSIONS

Associate Dean of Admissions	FAX: 232-8601	admissions@esm
Assistant Director and Auditions Manager:	Matthew Ardizzone	4-1060 MC, 1st Fl. Suite F
Sr. Admissions Counselor and Recruitment Coordinator:	Christina Crispin	4-1201 MC, 1st Fl. Suite F
Admissions Counselor and Office Coordinator:	Danielle Arnold	4-1094 MC, 1st Fl. Suite F
Secretary:	Christine Burritt	4-1063 MC, 1st Fl. Suite F
	Macie McGowan	4-1065 MC, 1st Fl. Suite F

ALUMNI RELATIONS

See Advancement

BURSAR/STUDENT ACCOUNTS

Erik Jorgensen 4-1238 MC, 1st Fl. - T, Th
ejor@admin.rochester.edu or 5-3931 on M, W, F

BOOKSTORE

Tammy Spence, Manager 4-1399 MC, 1st Floor
bksrochestereastman@bncollege.com

CHAPLAINS

Jewish/Hillel:	Rabbi Michael Silbert	275-5981
Muslim:	Chaplain Rashid Muhammad	415-3630
Protestant:	Rev. Dr. Laurie Tiberi	275-8422
Roman Catholic:	Rev. Brian Cool	275-8523

COMMUNICATIONS

Executive Director of Communications	FAX: 274-1089	MSH Suite 200
Asst. Director, Public Relations	Mark Berry	4-1052 10 Gibbs St.
Editorial Director:	Helene Snihur	4-1057 10 Gibbs St.
Creative Arts Director:	David Raymond	4-1053 10 Gibbs St.
Secretary:	Karen Ver Steeg	4-1438 10 Gibbs St.
	Olga Malavet	4-1050 10 Gibbs St.

COMMUNITY MUSIC SCHOOL**Main Extension 4-1400****MSH Suite 310****FAX: 274-1005*****Associate Dean for Community and Continuing Education***

Administrative Assistant &

Summer Program Information:

Collegiate Summer Prog. Info.:

Secretary, pt

Receptionist/Secretary:

Howard Potter

GerryAnn Westcott

Donna Mero

Jennifer Watson

Ursula Keough

4-1402 10 Gibbs St.

4-1404 10 Gibbs St.

4-1403 10 Gibbs St.

4-1407 10 Gibbs St.

4-1939 10 Gibbs St.

COMPUTERS***See Technology Services*****CONCERT OFFICE*****Director of Concert Activities******Keith Elder***

4-1109 ESM 101

Assistant Directors:

Serin Kim Hong

4-1109 ESM 101

Julia Ng

4-1075 ESM 102

Secretary:

Christine Benincasa

4-1109 ESM 101

Stage Operations Staff

Director of Stage Operations

Ron Stackman

4-1159 Kodak Hall Stage

Asst. Dir. of Stage Operations,

Kodak Hall:

Julius Corcimiglia

4-1121 Kodak Hall Stage

Asst. Dir. of Stage Operations,

Kilbourn Hall:

Dan Mason

4-1042 ESM 115

Asst. Dir. of Stage Operations,

Hatch Recital Hall:

Michael Dziakonas

4-1121 Kodak Hall Stage

COPY CENTER (Xerox Business Services)

Account Associate:

Ed Antkoviak

4-1091 A M1

edward.antkoviak@xerox.com**DINING SERVICES*****Director******Marwan Elbejjani***

4-1340 EC 114D

Orchestra Pit

4-1341

elbejjani-marwan@aramark.com**EASTMAN HEALTH SERVICES**

Ralph Manchester, MD

5-2679 EC 106

Sharon Glezen, MD

5-2662 EC 106

Nancy Cangiano, RN, C.

4-1230 EC 106A

Beverly Angotti, RN, C.

5-2662 EC 106A

Sharon Buttermore, RN, FP-NP

5-1172 EC 106A

EASTMAN INTERNATIONAL SERVICES OFFICE***Associate Director for******International Student Services Stephanie Beetle***

213 Morey Hall

UR Ext: 275-2866

Monday through Friday

4-1142 ESM 506

Tues. 1:30-4:30 p.m.

Wed. 1:30-4:30 p.m.

EASTMAN WRITING CENTER***Acting Director, 2013-14******Susan Uselmann****(Caterina Falli - 2013-14 Leave)*

4-1254 ESM 506

ENSEMBLES LIBRARY

<i>Ensembles Operations Manager</i>	<i>Katharine Zager</i>	4-1447	OSL 201
Library Assistants:	Donna Iannapollo	4-1620	OSL 206
	To be determined	4-1620	OSL 206
Library Assistants, pt:	Nina Varon	4-1620	OSL 206

FACILITIES & AUXILIARY OPERATIONS

<i>Director</i>	<i>Michael Zavaglia</i>	4-1171	ESM 32
Asst. Dir./Trades Supervisor :	Howard (Howie) Daggs	4-1169	ESM 29A
Secretary:	Kim Preston	4-1172	ESM 29
Housekeeping Supervisor:	Mary Santiago	4-1008	ESM 31

FINANCIAL AID

	FAX: 232-8601		<i>financialaid@esm</i>
<i>Director</i>	<i>Mary Ellen Nugent</i>	4-1070	MC, 1st Fl. Suite F
Assistant Director:	Tina Berds	4-1071	MC, 1st Fl. Suite F
Senior Financial Aid Counselor:	Gladys Torres	4-1072	MC, 1st Fl. Suite F
Secretary/Receptionist:	Irina Yurovsky	4-1070	MC, 1st Fl. Suite F

FINANCIAL & HUMAN RESOURCES**FAX: 274-1087****MSH Suite 250****Forecasting, Planning, and Analysis Unit:**

Forecasting, Planning &,			
Analysis (FP&A) Director:	Shannon Ozkum	4-1090	10 Gibbs St.
FP&A Financial Analyst:	Kathleen Neubeck	4-1080	10 Gibbs St.

Accounting and Human Resource Operations Unit:

Acctg. & HR Operations Mgr.:	Jeananne Thomas	4-1405	10 Gibbs St.
Acctg. & HR Coordinator:	Diane Germain	4-1039	10 Gibbs St.
Acctg. Bookkeeper:	Margaret Mercado	4-1083	10 Gibbs St.

INFORMATION WINDOW***Main Extension: 4-1000***

Cashier & Info. Coordinator:	Jeanne Kiely	4-1084	ESM 112
------------------------------	--------------	--------	---------

INSTRUMENT OFFICE

<i>Manager of Instrument Services</i>	<i>Mitchell Moore</i>	4-1151	ESM 504
Chief Concert Technician:	Marvin Rus	4-1038	ESM 509
Organ Technician:	Mark Austin	4-1150	ESM 504
Piano Technician:	Sue Brown	4-1038	ESM 509
Piano Technician (pt):	Kurt Baxter		
Secretary:	Cynthia Netsky	4-1150	ESM 505

KODAK HALL AT EASTMAN THEATRE STAGE See Concert Office**REGISTRAR'S OFFICE****FAX: 232-8601*****registrar@esm***

<i>Registrar</i>	<i>Terry Magee</i>	4-1220	MC, 1st Fl. Suite F
Assistant Registrar:	Linda Cassidy	4-1222	MC, 1st Fl. Suite F
Secretary (pt):	Jenne LaPlaca	4-1223	MC, 1st Fl. Suite F

<u>SECURITY</u>	<i>Emergencies UR</i>	13
	<i>Routine UR</i>	5-3333
	<i>ESM Guard</i>	4-1190

SIBLEY MUSIC LIBRARY

FAX: 274-1380

<i>Associate Dean & Head Librarian</i>	<i>Daniel Zager</i>	4-1355	NSL 213
Secretary:	Vittoria Stirpe	4-1350	NSL 212

PUBLIC SERVICES

<i>Head of Public Services:</i>	<i>James Farrington</i>	4-1304	NSL 205
<i>Circulation & Interlibrary Loan</i>		4-1300	NSL 203
Access Services Manager:	Robert Iannapollo	4-1306	NSL 204
<i>Reference Desk</i>		4-1320	NSL 221
<i>Reserves and Recordings</i>		4-1310	NSL 302
Reserves and Digital Services Librarian:	Gerald Szymanski	4-1313	NSL 303

TECHNICAL SERVICES

Acquisitions and Serials

Head of Acquisitions & Serials:	Sandy Lemmon	4-1371	NSL 215
Acquisitions & Serials Asst.:	Mary K. Peters	4-1325	NSL 214
Acquisitions & Serials Asst.:	Cassandra Dries	4-1347	NSL 218.1
Library Assistant:	Jeffery Weaver	4-1367	NSL 218.2

Cataloging

Head of Cataloging:	Linda Blair	4-1368	NSL 216
Catalog Librarian:	Rick McRae	4-1370	NSL 218.3
Senior Cataloging Assistant:	Nancy Loftus	4-1365	NSL 218.6
Cataloging Assistant:	Jeff Weeks	4-1365	NSL 218.5

Conservation/Binding

Conservator:	Alice Carli	4-1375	NSL 305
Bindery Supervisor:	Ruth DuMont	4-1384	NSL 305

RUTH T. WATANABE SPECIAL COLLECTIONS AND EASTMAN SCHOOL ARCHIVES

<i>Special Collections Librarian</i>			NSL 406
<i>and Archivist:</i>	<i>David Peter Coppen</i>	4-1335	NSL 407
Special Collections Assistant:	Mathew Colbert	4-1330	NSL 411

STUDENT COMPUTING LAB (See below: Instructional Technology*)

4-1423 EC

STUDENT LIVING CENTER**Eastman Commons****OFFICE OF RESIDENTIAL LIFE*****Asst. Dean for Residential Life******Kellie Leigh***

4-1250 EC 102A

Administrative Assistant:

Kathy Goodman

4-1422 EC 102A

Front Desk:

Student Workers

4-1251

Head Resident:

Mary Baron *mbaron@u.rochester.edu*

4-1252

Assistant Head Resident:

Alina Yeajin Jeon *ajeon@u.rochester.edu*

4-1702

OFFICE OF STUDENT LIFE***Asst. Dean for Student Life******Melissia Schmidt***

4-1211 EC 103F

Asst. Director, Activity Programs:

Amanda Muskin Trevino

4-1216 EC 103B

Graduate S.A. President:

Rosanna Moore *rmoore17@u.rochester.edu*

Undergraduate S.A. President:

Kimberly Merrill *kimberly.merrill@rochester.edu***STUDY SKILLS*****Supervisor******John Hain***

4-1020 ESM 111

SUMMER SESSION***Director*****FAX: 274-1005*****Sylvie Beaudette***

4-1415 ESM 327

Program Manager:

Donna Mero

4-1403 MSH Suite 310

Pre-Collegiate Programs:

ECMS Office

4-1400 MSH Suite 310

TECHNOLOGY & MEDIA PRODUCTION***Director*****FAX: 274-1001*****Helen Smith***

4-1066 ESM 60

Operations Coordinator:

Nana Stotz

4-1130 ESM 60

AV Technician:

Dominick Fraczek

4-1130 ESM 60

Cell Phone for AV Tech Support

585-353-0233

Associate Director, Computing
Services:

Jake Cebula

4-1160 ESM 35

Computer Systems Engineer:

Jamie Spry

4-1160 ESM 35

Computer Systems Engineer:

Dennis Wurster

4-1160 ESM 35

Associate Director, Web

Services:

Noah Lapidus

4-1158 ESM 35A

Instructional Technology

Coordinator:

Nigel Waters

4-1423 EC 103

Audio Engineers:

Lou Chitty

4-1131 ESM 60

Michael Farrington

4-1167 ESM 60

John Truebger

4-1133 ESM 60

Richard Wattie

4-1134 ESM 60

SPRING 2014 ESM COLLEGIATE DEPARTMENTS & PROGRAMS

ACCOMPANYING PROGRAM (See p. 2)

ARTS LEADERSHIP PROGRAM (See p. 1: Sr. Assoc. Dean for Professional Studies)

CHAMBER MUSIC DEPARTMENT

<i>Chair:</i>	<i>Phillip Ying</i>	4-1504	ESM 315
Music for All Coordinator, pt:	Petar Kodzas	4-1378	MSH 404
Administrative Assistant:	Rita Coulter	4-1570	OSL 202

COMPOSITION DEPARTMENT

<i>Chair:</i>	<i>Ricardo Zohn-Muldoon</i>	4-1576	ESM 401
Computer Music:	Allan Schindler	4-1575	ESM 51
Secretary:	Yvette Singletary	4-1108	ET 201

CONDUCTING & ENSEMBLES DEPARTMENT

<i>Chair:</i>	<i>Mark Scatterday</i>	4-1156	EEW 312
Ensembles Operations Mgr:	Katharine Zager	4-1447	OSL 201
Secretary:	Sheryle Charles	4-1440	OSL 201

HUMANITIES DEPARTMENT

<i>Chair:</i>	<i>Reinhild Steingröver</i>	4-1616	ET 204
Secretary:	Yvette Singletary	4-1610	ET 201

INSTITUTE FOR MUSIC LEADERSHIP (See p. 1: Sr. Assoc. Dean for Professional Studies)

JAZZ STUDIES & CONTEMPORARY MEDIA DEPARTMENT

<i>Chair:</i>	<i>Jeff Campbell</i>	4-1433	ESM 304
Secretary:	Sheryle Charles	4-1430	OSL 201

MUSICOLOGY DEPARTMENT

<i>Chair:</i>	<i>Roger Freitas</i>	4-1458	ESM 512
Secretary:	Alice Meyer	4-1450	A 409
Administrative Assistant	Kathy Buechel	4-1550	A 407

MUSIC EDUCATION DEPARTMENT

<i>Chair:</i>	<i>Christopher Azzara</i>	4-1027	M-5A
Administrative Assistant:	Elizabeth Bock	4-1540	M-7

MUSIC THEORY DEPARTMENT

Chair:	Jonathan Dunsby	4-1459	ESM 502
Secretary:	Alice Meyer	4-1450	A 409
Administrative Assistant	Kathy Buechel	4-1550	A 407

ORGAN & HISTORICAL KEYBOARDS DEPARTMENT

Chair:	David Higgs	4-1510	ESM 426
Secretary	Alice Meyer	4-1450	A 409
Administrative Assistant	Kathy Buechel	4-1550	A 407

PIANO DEPARTMENT

Chair:	Douglas Humpherys	4-1521	ESM 311
Secretary:	Alice Meyer	4-1450	A 409
Administrative Assistant	Kathy Buechel	4-1550	A 407

STRINGS, HARP & GUITAR DEPARTMENT

Co-Chair:	Federico Agostini	4-1603	ESM 312
Co-Chair:	James Van Demark	4-1602	ESM 210
Administrative Assistant:	Rita Coulter	4-1570	OSL 202

VOICE & OPERA DEPARTMENT

Chair:	Russell Miller	4-1495	ESM 310
Secretary:	Fran Turk	4-1490	A 807

Eastman Opera Theatre

Head of Opera Program and Dramatic Director of EOT:	Steven Daigle (spring '14 leave)	4-1473	ESM 303
Assistant Director of EOT:	Stephen Carr	4-1491	A 706
Music Director of EOT:	Benton Hess	4-1505	ESM 334
Stage Operation Manager:	Stephen Crowley	4-1494	A 809
Stage Assistant (pt):	Ashley Hill	4-1496	A 809
Coach:	Ksenia Vladimirovna Leletkina	4-1490	A 808

WOODWINDS, BRASS & PERCUSSION DEPARTMENT

Chair:	Michael Burritt	4-1483	ESM 330
Secretary:	Alice Meyer	4-1450	A 409
Administrative Assistant	Kathy Buechel	4-1550	A 407
Percussion Technician:	Brian Stotz	4-1182	A 1002