Service Areas

**Academic Advisors** – Help students with course selection and understanding their degree audits, general education requirements, major, and minor requirements. Transfer credit evaluation and provide transfer credit guidance for students taking classes at other colleges. Advise students on campus changes; applications to selective majors; and graduation audits and applications. Teach University Exploration Survey. Every advisor has a master’s degree, and together, they have expertise in more than 200 majors offered at OSU. The following list offers a few highlights from each advisor’s specialties:

- Lyndsey Anderson: Engineering, Nursing, and Arts-related majors
- Bill Bauer: Business and business-related majors, Psychology, and Social Work
- Ginny Corso: Education, Exploration, Academy, and graduate non-degree students
- Chris Cover Paterson: English, Exploration, History, Biology, and Psychology
- Rick Stewart: Criminology & Sociology; Physical Sciences; Life Sciences; Health Sciences; Nutrition and Exercise Sciences; and Food, Agricultural, and Environmental Sciences
- Mary Jo Hawk: Social Work

**Academic Success** – Coordinates Academic Success Services; Early Alert contact point-person for faculty; makes appointments with students to discuss time management, study skills, and organizational skills; manages College Success Series workshops; coordinates the first year experience.

- Darla Myers (Coordinator)

**Advancement Office** – Our goal is to advance the mission of the University by strengthening relationships with and among current and prospective students, faculty, staff, alumni, donors, business, and community partners by promoting awareness of, engagement with, and giving to The Ohio State University at Mansfield. We concentrate on four strategic focus areas – Planning & Teambuilding, Outreach & Engagement, Communications, and Fundraising & Stewardship.

- Cindy Wood (Director for Community Relations and Development): community relations, fundraising, alumni relations; communications, marketing, and web supervision
- Michael Buckland (Web Communications Specialist): web design, update, maintenance, and management
- Terri Fox (Advancement Coordinator): communications project coordinator for unit and academic needs, donor stewardship, community support, development administration, and external events planning.

Students, staff, and faculty can now complete one basic online form to have information shared internally and externally about their latest initiative and event, as well as request other outreach, communications, and fundraising support services. Just visit the following webpage to access a link to the form: [www.mansfield.osu.edu/info](http://www.mansfield.osu.edu/info) (coming September 15th!)
Bromfield Library & Information Commons (BLIC) – Provides the campus with access to physical materials and e-content through OSU campus libraries, OhioLINK, and SearchOhio. Research assistance, information literacy classes taught by a librarian, and technology assistance can be found in the BLIC. Special features include six group study rooms, the Learning Collaborative Classroom, access to 54 computers, a large format printer, a laminator, double-sided color printing, A/V checkout materials, portable dry erase marker boards, and a Keurig coffeemaker.

Vanessa Kraps (Head Librarian): reference, information literacy instruction, collection development, library representative, BLIC programming, and supervisor of the BLIC staff.

Kay Foltz (Library Operations Manager): budget reconciliation, copy cataloging, item maintenance, and closed reserves.

Ryan Clouston (Circulation Coordinator): library delivery processor, materials processing and repair, and supervisor of student workers and circulation.

Business Office – Manages all fiscal transactions including purchasing, accounts payable, travel, student account payments, budgets, grants administration and reporting.

Carol Freytag (Fiscal Officer): budget and all fiscal reporting, grant administration, liaison with OSP for grant processing, liaison for OCIO, supervision of all business office staff.

Heather Armstrong: employee and student travel, student payment and account questions.

Dee Delaney (Grant Development Specialist): assists faculty and staff with finding research grant opportunities and completing grant applications.

Kayla Metcalfe: purchasing, accounts payable, student payments and account questions, and equipment inventory.

Vicki Ryan: e-requests and p-card processing and training, purchasing (including managing the use of contracted vendors), and office supply ordering.

Conard Learning Center – Tutors in the Conard Learning Center provide free academic assistance for all students on a walk-in basis 65 hours each week. The CLC includes the Math Lab, Writing Center, and a computer lab. Math, Writing and College Success Series Workshops are offered throughout the year. Study sessions for any course can be set up by student request.

Math Lab – The math tutors provide assistance to students who are working on their homework and studying for their exams. The numerous whiteboards provide a great atmosphere for collaborative work.

Writing Center – The Writing Center provides one-on-one consultations in preparing all kinds of written, oral, and electronic communication from all academic and professional disciplines. Students, faculty, and staff are welcome to stop in or make an appointment to discuss papers, reports, résumés, letters or other writing projects.

Andrew Mueller (CLC Director): Supervises CLC staff and student workers, tutors students, coordinates Math Lab, leads workshops, makes appointments with students, manages web and social media content.

Jim Snyder (CLC Coordinator): Supervises student tutors, provides writing consultations; coordinates the Florence B. Allen writing and Writing Across the Curriculum awards.
Deans

Norman Jones (Interim Dean/Director): The major responsibility of the Dean/Director is to provide active leadership in the promotion, direction, and support of educational activities and research opportunities; in the maintenance of a high level of morale among the faculty and staff; and in the encouragement of the spirit of learning among students. In addition, the Dean/Director has administrative responsibility for the program of the Mansfield campus, subject to the approval of the Executive Vice-President and Provost or designee, the President, and the Board of Trustees.

Norman Jones (Associate Dean): oversees academic programs and course schedules for the campus; helps conduct performance reviews for Associated Faculty and tenure-track faculty; supervises Academic Advising, Lab Supervisors, and Social Work; serves on various committees of the Faculty Assembly; co-chairs the PET committee; campus liaison for Education Abroad; manages Committee on Academic Misconduct cases.

While Norman Jones serves as Interim Dean, some of the duties of the Associate Dean will be shared with the Assistant Dean.

Susan Delagrange (Assistant Dean): oversees academic support services such as the Bromfield Library & Information Commons and the John Conard Learning Center; supports undergraduate research through research opportunities with faculty, travel stipends, Education Abroad programs, and other enrichment activities; supports faculty research by assisting with finding grants, assigning student research assistants, and other needs.

Deans’ Suite

Shelly Frank (Dean/Director’s assistant): manages Dean/Director’s calendar, coordinates meetings and special events, assists in all aspects of the Mansfield Board, supervises Ann Ireland in Faculty Services, serves as liaison for the Dean/Director with faculty, staff, students and community, performs public relations duties, and assists in development efforts.

Tina Lillo (Associate Dean and Assistant Dean’s assistant): schedules classrooms and conference rooms, maintains campus course and exam schedules, serves as point of contact for event set-up requests, coordinates campus grades, and prepares contracts for associated faculty.

Brian White: Special Projects planner and manager

Facilities & Maintenance – campus maintenance, custodial, roads, landscaping and grounds services and offers an integrated service model that provides customers with a single point of contact and around-the-clock service

Larry Stimpert (Facilities & Maintenance Supervisor): supervises F&M staff, coordinates with special projects, serves on Shared Services, Senior Staff, and Facilities & Planning board committees

Justin Freeman: Laborer
Butch Langjahr: maintenance, repair
Vince Longood: office associate
Gerald Nothstine: custodian
Mike Palmerton: air quality technician
Charles Pfhaler: custodian
Tim Robinette: groundskeeper
Dave Smith: Hazardous Waste, Safety
Jeff Strohl: groundskeeper
Douglas Stumpf: maintenance, repair
Kristy Tabor: custodian
Valerie Tucker: custodian
Faculty Services – Provides support for faculty.

Ann Ireland (administrative assistant): orders office supplies and requests for office equipment; makes photocopies; provides keys to offices (and can get Ovalwood faculty into their offices if they get locked out); assists in scheduling rooms, calendar events, and work orders; helps coordinate office assignments and readiness; provides general help for faculty; manages campus mail, provides Notary Public service for faculty and staff.

Food Services – Prepares and sells food to campus community. Also provides catering for special events.

Pam Wareham (University Dining Services): supervises the Marketplace at Eisenhower and the Cyber Café in Ovalwood; manages catering and food services.

Human Resources – Interfaces with HR, administers HR policies and procedures, Talent Acquisition, Organizational and Leadership Effectiveness, Benefits, and Employee Relations

Nicole Wakeley: works with HR, administers HR policies and procedures, posts/advertises jobs, organizes new hire orientations, ensures performance improvement processes, employee relations compliance risk management, and labor relations
Jodie Holzworth: payroll, PeopleSoft expert, benefits, Wellness Ambassador

New Directions Student Assistance Program (SAP) – Provides free counseling help on campus; SAP has office hours on campus each week. Tessa Bianchi and other staff are available to consult with students regarding personal and interpersonal matters of a psychological/emotional nature. They can also refer students to other area providers and resources for further assistance. A website (www.newdirectionsforlife.com) offers some stress management tools and an "Ask-A-Counselor" service.

Students may make campus appointments by calling New Directions office number at 419-529-9941. This line is answered 24/7/365. Students needing an urgent consultation may also call 419-529-9941 (please indicate that it is urgent).

Tessa Bianchi: counselor

OCIO/Technology Services – Ohio State Mansfield has partnered with the Office of the CIO to provide all IT services for our campus. Reaching the OCIO can be accomplished by calling the IT Service Desk at 614-688-4357, via self-service (http://go.osu.edu/it), or email at itservicedesk@osu.edu. On campus, our Information Technology team includes David Au and Tony Baer as well as students ready to assist with your technology needs in the classrooms, in your office, or at the Bromfield Library Information Commons. For classroom emergencies (equipment problems) phone: 419-755-4357 (5-HELP from a campus phone)

David Au: Sr. Systems Specialist, Carmen Affiliate
Tony Baer: Help Desk Technician

Security – Plans, develops and coordinates public safety, security, parking, emergency response plans, and campus community safety awareness. Performs routine patrols of facilities and serves as first responder for violent and non-violent situations. Conducts investigations. Works with local, county, and state law enforcement agencies and emergency agencies to address problems.

Jeff Hoffler (Public Safety Supervisor): Serves as the primary Law Enforcement agency for the Mansfield Campus (both OSU and NCSC). Conducts investigations and traffic enforcement for local, state, and federal laws as well as enforcing college rules and policies. Acts as a liaison with outside law enforcement and emergency (e.g. fire) as needed.
David Smith: safety officer, hazardous waste specialist
Public safety officers: Thomas Rooks, Jan Byles, Joseph Clark, Kenneth Knapp, Donnie Moss

**Student Life** – Manages admissions, financial aid and enrollment management, and non-academic-related student life on the Mansfield Campus.

Donna Hight (Chief Student Life Officer): oversees student discipline, mental health, and sexual violence concerns; participates in First Year Experience; supervises Student Life staff, student government and NSLS (new honor society); organizes Homecoming Court process; and signs event contracts.

**Admissions**
- Jennifer Fry: Director of Enrollment Services
- Andrea Hollinger: Coordinator of Enrollment Services
- Kayla Garrabrant: Admissions Counselor
- Kidron Stamper: Junior Admissions Counselor
- Jon Clevenger: Special Programs Associate for Admissions and Student Life

**Campus Activities & Student Engagement**
- Tammy Smith: Supervises student employees, works with student organizations, event advertising, event setup, assists with advertising needs for Diversity and Inclusion Director; develops contracts
- Andy Sokolich: Student Engagement Coordinator, manages Eisenhower Student Union, oversees student organizations, co-advises Campus Activities Board, plans and implements campus engagement events, serves as chair of the Camp Hetuck committee, Buckeye Wellness Innovator, assists with Welcome Week and Homecoming activities

**Career Services & Service Learning**
- Pam Schopieray: Career Services, Community Service, and Work Study
- Tracy Bond: Internships

**Child Development Center**
- The CDC is managed by North Central State College, our co-located campus. Serving the children of Ohio State Mansfield and North Central State’s faculty, staff, and students, the CDC enrolls children from six weeks of age through kindergarten and provides family support, guidance, and education. All services are provided without regard to gender, race, age, creed, religion, national origin, disability, veteran status or sexual orientation.
  - Kim Washington, Director

**Financial Aid**
- Linda Reno: Office Manager, Registrar and Financial Aid
- Deb Tabor: Financial Aid and Veteran Support
- Victoria O’Brien: Financial Aid and Work Study

**Housing**
- Molyet Village Apartments – OSU-owned student housing on Route 39; connected to campus by a bike/pedestrian path
  - Mike Schopieray (Director): manages Molyet Village; advises and assists residents; supervises resident assistants

- Buckeye Village Apartments – independent non-OSU student housing contiguous to Ohio State Mansfield. For more information, check their [website](#).
Receptionist
Laura Grimm: welcomes and directs students to appropriate services, makes appointments for students with advisors; Program 60 coordinator

Recreation
Mike LaCroix (Director): manages Mavericks athletic program, intramural sports, special sports events, oversees maintenance of athletic facilities, provides sports information to media, Wellness Ambassador, oversees student organizations, advises Campus Activities Board (CAB), chair of Camp Hetuck committee
Jen Racer: manages fitness classes, CRC office manager, supervisor of student workers, intramurals, BUCK ID, recreation committee, organizes events associated with Mavericks games (e.g. halftime, pep rally, parents’ night, etc.), advertises CRC activities, events, and games

Student Support Services
Darla Myers: Academic Success (Coordinator)
Michelle McGregor: Disability Services (Coordinator)
Renée Thompson: Diversity and Inclusion Director
Tessa Bianchi: Student Assistance Program (SAP)
Mike Carroll: Student Veterans’ Advocate
Sarah Metzger: Campus Sexual Assault Advocate
Advisory Bodies

Ohio State Mansfield Board – Serves in an advisory capacity to the Dean/Director, assists in maintaining key relationships with external constituencies, offers guidance, and serves to fully engage the regional campuses. The Board has four committees: external relations, campus facilities and planning, finance, and student experience, each with faculty and staff representatives.

  Michael Howard, Chair  R. David Daniels
  Teresa Purtiman, Vice-Chair  James Goudy II
  Charla Irvin, Secretary  Patrick Heydinger
  Kelly Blay  Pamela Siegenthaler
  Mark Brunn  Mike Carroll, Student

Associated Faculty Advisory Council (AFAC) – An advocacy board for full- and part-time associated faculty. Advises the Dean/Director on concerns of the associate faculty, provides a means of communication with the Dean and tenure-track faculty, offers a representative voice on issues of importance to all non-tenure track instructors, and coordinates with other regional campus associated faculty and Columbus campus, as appropriate.

Executive Committee (EC) – The main advisory body for the Dean/Director, serving, normally, as the Dean’s first consultative body. EC deliberates on proposals, policies, and concerns presented to it by the deans, specific committees, and individuals; and refers specific items to other standing and special committees or to Faculty Assembly, as appropriate. The EC consists of the Executive Council, two staff members (one A&P, one CCS) elected for one-year terms, two associated faculty members, the Assistant Dean, the Associate Dean, and the Dean/Director.

Executive Council – A sub-group of the EC consisting of the Faculty President, Vice President, Past President, Secretary, Senate representatives, chairpersons of the Curriculum Committee and Diversity Committee, and two At-large Members. It has delegated powers from the Faculty Assembly. The Deans only attend Executive Council meetings when invited by the Council members.

Faculty Assembly – The official forum and voice of the campus faculty, chaired by the Faculty President. Its membership consists of tenured and tenure-track faculty members, who elect its officers and set its constitution and by-laws. The Faculty President convenes faculty assembly at least once each semester. Non-voting members of the Faculty Assembly are the Dean/Director and associated faculty members, who are full participants in the assembly’s deliberations. Associated Faculty who declare their intention to attend meetings may vote.

Mansfield Staff Advisory Council (MSAC) – An advisory forum for A&P and non-bargaining CCS staff. Communicates with the Dean/Director and EC on ideas and concerns of the staff to help shape the goals and effective functioning of the campus, as well as to address job-related problems and concerns.
Majors & Faculty

Business, Education, English, History, Psychology, Social Work, & Sociology

Business
Program delivered primarily via distance education from Columbus.

Associated Faculty:
Nick Atterholt
Terri Godby

Education
Asst. program coordinator: Margaret Hersman
Field Experience Coordinators: Allyson Miller and Redmond Wood
Resource Room Director: Cheryl Logan

Tenure-Track Faculty:                Associated Faculty:
  Terri Bucci (math education)        Zack Canfield         Cheryl Logan
  Donna Farland-Smith (science education) Lisa Clabaugh    Allyson Miller
  Kate Nelson (literacy)              Randy Donelson    Sandra Sanderson
                                        Adrienne Hopson    Stacia Smith
                                        Tricia Kehl            Redmond Wood

English (Tracks – Literature & Writing/Rhetoric/Literacy)
Program coordinator: Cynthia Callahan

Tenure-Track Faculty:                Associated Faculty:
  Cynthia Callahan (modern US lit; families) Rebecca Fast
  Susan Delagrange (digital media; rhetoric) Andrew Kinney
  Norman Jones (modern US lit) Joan Richmond
  Jamison Kantor (19th-c. British lit) Sharon Ross
  Elizabeth Kolkovich (British lit; Renaissance) Darlene Slack
  Carolyn Skinner (rhetoric) Jim Snyder

Writing Programs
Carolyn Skinner (WP Administrator): oversees developmental as well as first- and second-year writing instruction on our campus (English 1109, 1110, and 2367), consults on the supervision of the Writing Center, and consults with faculty on writing instruction in all disciplines.

History
Program coordinator: Mollie Cavender

Tenure-Track Faculty:                Associated Faculty:
  Mollie Cavender (Russia; modern Europe) Ted Dahlstrand (emeritus, early U.S.)
  Kip Curtis (environmental; modern U.S.) Melissa Pawlikowski
  Heather Tanner (medieval Europe; pre-modern) James Weeks
Psychology
Program coordinator: Dennis Shaffer

Tenure-Track Faculty:  
Amy Brunell (social psych; narcissism)  
Del Lindsey (bio psych; vision)  
Phil Mazzocco (social psych; race)  
Joanne Ruthsatz (exceptional child dev.)  
Dennis Shaffer (cognitive psych; perceptual motion)

Associated Faculty:
Dixie Hu  
Blake Wagner

Social Work
Program coordinator: Mary Jo Hawk

Associated Faculty:
Amy Close  
Bill Ellsworth  
Brad Fox

Sociology & Criminology
Program coordinator: Yongmin Sun

Tenure-Track Faculty:  
Yongmin Sun  
Terri Winnick

Associated Faculty:
Shellie Kowalski

Subject (Non-major) Areas

Arts & Humanities
Program coordinator: Steven Joyce

Tenure-Track Faculty:  
Joe Fahey (theater)  
Glenn Hartz (philosophy)  
Scopas Poggo (African American-African Studies)  
Kate Shannon (art)  
John Thrasher (art)  
Dave Tovey (music)

Associated Faculty:
Colleen Barney (Spanish)  
Daniel Butts (art history)  
Lindy Camacho (Spanish)  
Mark Ellis (emeritus, music)  
Jeff Sprang (photography/art)

Math
Program coordinator: Mirel Caiber

Tenure-Track Faculty:  
Cody Armond  
Mirel Caiber  
Sergei Chmutov  
Gary Kennedy  
Lee McEwan (emeritus)

Associated Faculty:
Deborah Adams  
Pam Foster  
Tena Katsaounis (statistics)  
Steven Lifer  
Kayla McMahon  
Dianne Parker  
Stephen Swihart
Social Sciences
Program coordinator: Dawn Kitchen

Tenure-Track Faculty:
- Rachel Bowen (political science)
- Stavros Constantinou (geography)
- Dawn Kitchen (anthropology)
- Jason Parker (VAP, SENR)

Associated Faculty:
- Eliot Alexander (economics)
- Paula Cohen (communications)
- Alex Fronk (kinesiology)
- Mary Guyton (kinesiology)
- Wendey Laser (ESEPSY)
- Mahshid Pirouznia (human nutr.)

Sciences & Engineering
Program coordinator: Carol Landry

Tenure-Track Faculty:
- Steve Abedon (microbiology)
- Ozeas Costa (earth sciences)
- Carol Landry (EEOB)
- Agus Muñoz-Garcia (anatomy & physiology)
- Bill Putikka (physics)
- Faith Wyzgoski (chemistry)

Associated Faculty:
- George Kinstle (chemistry)
- Diane Kline (computer science)
- Wenfei Li (engineering)
- Suma Robinson (biology)
- Tammy Siciliano (chemistry)
- Jon Zizka (physics & astronomy)

Lab Preparers:
- Tom Griffiths
- Paula Neutzling