



PennState
College of Arts and Architecture



New Faculty Handbook

August 2023

arts.psu.edu

intranet.arts.psu.edu

Welcome to the College of Arts and Architecture!

The [College of Arts and Architecture](#) (A & A) is a vibrant community of artists, performers, researchers, designers, and educators committed to making learning an enriching experience for all. We are nationally and internationally recognized as scholars, innovators, practitioners, educators, curators, and performers who integrate arts and design research, creative practice, and transformative learning and teaching, to investigate, inspire, and improve cultural, social, and environmental conditions.

The College prepares artists, designers, scholars, teachers, performers, and professional practitioners to further research and creative activity and to interpret and preserve cultural heritage. We provide communities of the Commonwealth and beyond with performances, exhibitions, and arts engagement programs.

The College of Arts and Architecture is committed to making this document useful and accessible to all users, and we welcome comments or suggestions on content and access improvements. Please send your comments or suggestions to Tracie Mehalick at t1m250@psu.edu.

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Full-Time New Faculty 2023

Name	E-mail	Department/ School	Position
Bird, Ashton	wtb5156@psu.edu	School of Visual Arts	John M. Anderson Visiting Assistant Teaching Professor
Brown, Wesley Pronouns: he/him/his	a.martellbird@gmail.com	School of Visual Arts	Assistant Professor of Art (Ceramics)
Cheng, Chingwen Pronouns: she/her/hers	cvc6428@psu.edu	Stuckeman School	Director
Cohen, Darren Pronouns: he/him/his	drc5815@psu.edu	School of Theatre	Associate Professor of Theatre (Music Direction)
Cross, Anne Pronouns: she/her/hers	asc6067@psu.edu	Department of Art History	Assistant Teaching Professor
Gaspar, Orsolya Pronouns: she/her/hers	ovg5079@psu.edu	Department of Architecture	Assistant Professor
Gyulovics, Istvan Pronouns: he/him/his	lxg5133@psu.edu	Department of Architecture	Lecturer

Name	E-mail	Department/ School	Position
Hungerford, Ashley	avh6170@psu.edu	School of Theatre	Clinical Lecturer-Associate Technical Director
Isbell, Daniel	dsi5035@psu.edu	School of Music	Teaching Professor
Jacobus, Frank Pronouns: No preference	frj5058@psu.edu	Department of Architecture	Department Head of Arch & Chair of Integrative Design
Joo, Woohun Pronouns: he/him/his	wj5122@psu.edu	School of Visual Arts	Assistant Professor of Art (Digital Art)
Kareithi, Wanjiru	monakareithi@gmail.com	Office of Access and Equity	Postdoctoral Scholar, Equity, and Inclusive Leadership Development
Korsavi, Sepideh Sadat Pronouns: she/her/hers	ssk5573@psu.edu	Department of Architecture	Postdoctoral Scholar
Lee, Eunyung	dkl5532@psu.edu	School of Visual Arts	Assistant Professor of Art (Foundations)
Mallea, Erin Pronouns: she/her	ekm5551@psu.edu	School of Visual Arts	Assistant Professor of Art (Foundations)
Malotke-Swindall, Natalie	nvm5731@psu.edu	School of Theatre	Lecturer
Stanley, Ann Marie Pronouns: she/her/hers	aks7946@psu.edu	School of Music	Director
Wang, Chen Pronouns: she/they	cpw5730@psu.edu	School of Visual Arts	Assistant Professor of Art (Foundations)
Yates, Samuel Pronouns: they/he	sxy5419@psu.edu	School of Theatre	Assistant Professor of Theatre (Theatre Studies)

Dean's Welcome

Welcome to the College of Arts and Architecture.

I am thrilled to welcome you to our amazing faculty. Your scholarship and creative practice matter. Your teaching, service, and engagement efforts make positive contributions to the world. I am eager to witness the ways you will go about doing what you do here at the College of Arts and Architecture.

Despite the challenges of the global pandemic over the past three years, I trust the start of this new academic year will provide you with the support you need to establish a successful career here at Penn State. In the face of the global pandemic, we have enacted and endured adjustments to many aspects of what we do, how we do it, and what we envision. While some adjustments will become common practice, others are yet to be identified and implemented. I am confident you will rise to any challenges and tasks the new academic year has in store.

I often point out two of the most important responsibilities faculty members have in the academy—the contributions they make when hiring new colleagues and the service they perform in the assessment of colleagues who move through the promotion and tenure process. As dean of the college, one of my responsibilities is to ensure we hire and maintain a strong faculty who are dedicated to their work, to our students, and to the college community. I am also responsible for ensuring you have the resources and support you need to be successful.

The three key areas of scholarship—teaching, and learning; research and creative accomplishment; and service to the university, society, and profession—reflect a structure and set of expectations against which your academic and professional identities as faculty members will be shaped and assessed. Beyond these expectations, you will establish connections and collaborations with other members of the faculty, work productively with staff members, and mentor students. As you do so, I encourage you to seek ways to be productive and satisfied with the contributions you make to your disciplinary field, to the college, and to society.

You bring a wide array of experiences and accomplishments with you as artists, designers, performers, composers, educators, and researchers. Allow your desire to inquire, create, imagine, and revise to motivate you. Be innovative in your instruction. Integrate your research and creative practice with your teaching and the learning experiences you construct for students. Enact service that engages with others in meaningful ways, within and beyond the campus. Take advantage of opportunities, resources, and facilities within the college and across the university. Attend lectures, presentations, and workshops. Seek support and advice from each other and from senior colleagues. Make time for yourself, your family, and your friends.

Our success and future as a college will be reflected in the work we all do, the learning we all enable, and the positive differences we all make. I am delighted you are now part of the future of the College of Arts and Architecture at Penn State. Together, we make possibilities possible.

B Stephen Carpenter II

Michael J. and Aimee Rusinko Kakos Dean

PENN STATE VALUES

Integrity • Respect
Responsibility • Discovery
Excellence • Community

PennState



INTEGRITY: We act with integrity and honesty in accordance with the highest academic, professional, and ethical standards.

RESPECT: We respect and honor the dignity of each person, embrace civil discourse, and foster a diverse and inclusive community.

RESPONSIBILITY: We act responsibly, and we are accountable for our decisions, actions, and consequences.

DISCOVERY: We seek and create new knowledge and understanding, and foster creativity and innovation, for the benefit of our communities, society, and the environment.

EXCELLENCE: We strive for excellence in all our endeavors as individuals, an institution, and a leader in higher education.

COMMUNITY: We work together for the betterment of our university, the communities we serve, and the world.

For more information see: <https://universityethics.psu.edu/penn-state-values>

Orientation Agenda

Thursday, August 17 (1:00 – 3:00 pm)

Teaching and Learning in the Arts and Design at Penn State (1:00 - 1:30 pm)

Darrin Thornton and Chris Stubbs

Topics: Course syllabi policy, resources for student success, academic integrity, teaching evaluations, COVID-19 safety while teaching, and teaching technologies at Penn State

College of Arts and Architecture Leadership and Administration (1:30 - 2:45 pm)

Topics: College overview and administration, Dean executive team, facilities and safety, finance and travel, human resources, development and alumni relations, marketing and communications, information technology, and digital learning

I. Welcome (1:30 - 1:45 pm): Introductions, College Overview, Administrative Structure

- B. Stephen Carpenter II (Dean)
- Amy Bucha (Administrative Support Coordinator)
- Denise Costanzo (AA Faculty Senate Caucus Chair)
- Ted Christopher (Chair, College Faculty Council)

II. Block 1 (1:45 - 2:00 pm): Executive Team

- Mallika Bose (Associate Dean for Research, Creative Activity, and Graduate Studies)
- Darrin Thornton (Associate Dean for Academic Affairs and Outreach)
- Fodayemi Wilson (Associate Dean for Access and Equity)
- Gary Chinn (Assistant Dean for Digital Learning)
- Kate Domico (Assistant Dean for Administration and Information Technology)

III. Block 2 (2:00 - 2:15 pm): College Research Centers & Initiatives

- Bill Doan (Director, ADRI)
- Darrin Thornton (Interim Director, C-PAD)
- Mihyun Kang (Director, Sustainability Initiatives)

IV. Block 3 (2:15 - 2:30 pm): Finance and Travel, Human Resources, Development, Facilities/Safety and Security/Parking, Alumni Relations, and Communications

- Nicole Hane (Financial Officer)
- Gerald Henry Jr. (Human Resources Strategic Partner)
- Matt Olson (Facilities Manager)
- Don Lenze (Senior Director of Development)
- Amy Milgrub Marshall (Editorial Director)

V. Block 4 (2:30 - 2:45 pm): Information Technology (Client Facing) (15 minutes)

- Kelly Dietz (IT Support Specialist)

VI. Question and Answers (2:45 – 3:00 pm)

Academic Departments, Schools, and Units

Degree Programs

<https://arts.psu.edu/>

Department of Art History

Department Head Robin L. Thomas
 Pronouns: he/him/his
 238 Borland Building
 University Park, PA 16802
 Phone: (814) 865-4884
Contact: Erica Nodell (she/her/hers)

School of Music

Director Ann Marie Stanley
 Pronouns: she/her/hers
 233 Music Building
 University Park, PA 16802
 Phone: (814) 863-4421
Contact: Wanda Hockenberry (No preference)

School of Theatre

Director Rick J Lombardo
 Pronouns: he/him/his
 116 Theatre Building
 University Park, PA 16802
 Phone: (814) 865-7586
 Tickets: (814) 863-0255
Contact: Judy King (she/her/hers)

School of Visual Arts

Director Wagner Mendonça-Whitehead
 Pronouns: he/ him/his
 210 Patterson Building
 University Park, PA 16802
 Phone: (814) 865-0444
Contact: TBA

Stuckeman School

Director Chingwen Cheng
 Pronouns: she/her/hers
 121 Stuckeman Family Building
 University Park, PA 16802
 Phone: (814) 863-8133
Contact: Jamie Behers (she/her/hers)

Department of Architecture

Department Head Frank Jacobus
 Pronouns: No preference
 121 Stuckeman Family Building
 University Park, PA 16802
 Phone: (814) 865-9535
Contact: Chrissy Leidy

Department of Graphic Design

Interim Department Head Joel Priddy (Fall 2023)
 Pronouns: he/him/his
 30 Borland Building
 University Park, PA 16802
 Phone: (814) 865-0345
Contact: Nina Bumgarner (she/her/hers)

Department of Landscape Architecture

Department Head Roxi Thoren
 Pronouns: she/her/hers
 121 Stuckeman Family Building
 University Park, PA 16802
 Phone: (814) 865-9511
Contact: Diana Nolten (she/her/hers)

Degree Overviews

Graduate

Undergraduate

Accreditation

Interest

Design

Performing Arts

Visual Arts

Schools & Departments

Department of Architecture

Department of Art History

Department of Graphic Design

Department of Landscape Architecture

School of Music

School of Theatre

School of Visual Arts

Stuckeman School

See all Faculty

All Degrees

Acting

B.F.A.

Architecture

B.Arch.

M.Arch.

M.S. (+Dual M.S. +IUG)

Ph.D. (+Dual Ph.D.)

Art

B.A.

B.F.A.

M.F.A.

Art Education

B.S.

M.S. (+Dual M.S.)

Ph.D. (+Dual Ph.D.)

Art History

B.A.

M.A.

Ph.D. (+Dual Ph.D.)

Digital Arts

Certificate

Digital Arts and Media Design

B.Des.

Digital Multimedia Design

B.Des.

Graphic Design

B.Des.

Integrative Arts

B.A.

Landscape Architecture

B.L.A.

M.L.A.

M.S. (+Dual M.S. + IUG)

M.P.S. + Certificate in Geodesign

Music Education

B.M.E.

M.M.E.

Ph.D.

Music

B.A.

B.M.

M.A. (+IUGs)

M.Mus.

Musical Arts

B.M.A.

D.M.A. Piano

Musical Theatre

B.F.A.

Professional Photography

B.Des.

Theatre

B.A.

B.F.A.

M.F.A.

Operations Chart



REV. APRIL 22, 2022

Strategic Plan

AT A GLANCE

A&A STRATEGIC PLAN 2020-2025

MISSION
The College of Arts and Architecture prepares artists, designers, scholars, teachers, performers, and professional practitioners to further research and creative activity and to interpret and preserve cultural heritage. We provide communities of the Commonwealth and beyond with performances, exhibitions, and arts engagement programs.

VISION
To be nationally and internationally recognized as scholars, innovators, practitioners, educators, curators, and performers who integrate arts and design research, creative practice, and transformative learning and teaching, in order to investigate, inspire, and improve cultural, social, and environmental conditions.

PennState
College of Arts and Architecture
arts.psu.edu

GOAL 1 **Cultivate transformative arts and design opportunities and experiences.**

- + Increase engagement opportunities and experiences.
- + Increase financial support for our students.
- + Provide opportunities to enrich, deepen, and catalyze environmental, cultural, and social awareness.

SUSTAINABLE DEVELOPMENT GOALS

GOAL 2 **Establish a culture of anti-racism and anti-oppression that embraces individual identities, fosters a culture of inclusion, and promotes equity through our curricula, values, standards, ideals, policies, and practices.**

- + Uphold anti-racism and equitable standards and ideals within College procedures and policies.
- + Uphold anti-racism and equitable standards and ideals within College curricula.
- + Increase anti-racist and equitable professional development, programs, collections, exhibitions, and performances.

SUSTAINABLE DEVELOPMENT GOALS

GOAL 3 **Advance innovative practices in teaching and learning, research, creative activity, performances, and professional development.**

- + Promote student success and cultivate global citizens while being responsive to changing societal needs and values.
- + Highlight the significance of the United Nations (UN) Sustainable Development Goals, and further understanding of commitment to equity and social relevance.
- + Expand arts/design curricula to a wider range of students, both in residence and online.

SUSTAINABLE DEVELOPMENT GOALS

GOAL 4 **Develop strategic alliances, partnerships, and collaborations to broaden impact and promote a culture of research and creative activity.**

- + Intentionally and strategically increase revenue generation within the College of Arts and Architecture.
- + Increase visibility through communications, engagement, programs, exhibitions, performances, and publications.
- + Foster partnerships, collaborations, and practices in research and creative activity.
- + Enhance the impact of the work in sustainability.

SUSTAINABLE DEVELOPMENT GOALS

Office of the Dean

124 Borland Building
University Park, PA 16802
Phone: (814) 865-2591

Dean

B Stephen Carpenter II
Michael J. and Aimee Rusinko Kakos Dean
Pronouns: *he/him/his*
To request a meeting with Dean Carpenter, please email: aadean@psu.edu

Executive Assistant

Amy Bucha, aqs2@psu.edu
Pronouns: *No preference*

Administrative Support Coordinator

Jennifer Curry Morgan, jlb1012@psu.edu
Pronouns: *she/her/hers*

The Office of the Dean (124 Borland Building) provides leadership for the college and all its operations through the administration of financial services, facilities, and human resources. The primary goal of the office is to provide support to students, staff, faculty, alumni, and friends to advance the college's teaching, research, creative activity, and service missions. The office oversees the implementation of college and university policies and procedures and takes steps toward supporting the college's efforts in reaching its strategic planning goals.

We strive to have an open-door policy and supporting the needs of our students, faculty members, and staff is one of our top priorities. Our office is open from 8 am to 5 pm Monday-Friday. If we do not have the answer, we will help you find it. Please feel free to reach out to us.

For general inquiries, please email aadean@psu.edu.

The Dean will host check-ins with new faculty. The dates are as follows:

November 1, 2023, 2-3 pm
March 14, 2024, 10-11 am

More information will be sent closer to the check-ins.

Office of Research, Creative Activity and Graduate Studies

102 Borland Building
University Park, PA 16802
Phone: (814) 863-7589

Associate Dean for Research, Creative Activity and Graduate Studies

Mallika Bose, Professor of Landscape Architecture, mub13@psu.edu
Pronouns: *she/her/hers*
102 Borland

Assistant to the Associate Dean

Tracie Mehalick, tlm250@psu.edu
Pronouns: *No preference*
102 Borland

Grants and Contracts Coordinator

Barbara Cutler, bac31@psu.edu
Pronouns: *she/her/hers*
101 Borland

The Office of Research, Creative Activity and Graduate Studies in the College of Arts and Architecture acts as a catalyst for faculty members and graduate students in attaining their scholarly and creative ambitions. We work to position these activities as a central component of the research and creative practice enterprise at Penn State. At the College of Arts and Architecture, we are committed to supporting the research and creative activity of our faculty members and students at the highest level. We aim to foster within the college a vibrant culture of inquiry that promotes excellence in the arts and design disciplines, while also leveraging the potential of a comprehensive research university.

The Graduate School at Penn State is one of the largest in the nation with more than 10,000 graduate students enrolled at the University Park and Harrisburg campuses and at Penn State Erie, The Behrend College; Penn State Great Valley; and the College of Medicine at The Milton S. Hershey Medical Center.

The [Graduate School](#) website provides a comprehensive guide to programs and policies governing all aspects of graduate education. The [Graduate Bulletin](#) is a comprehensive source for graduate academic information and program requirements.

We provide assistance with:

Identification of potential funding sources for research and graduate education
 Proposal and budget development
 Proposal submission
 Compliance with research ethics and related policies
 Grants and contracts administration

For inquiries related to these issues, please get in touch with Barbara Cutler at bac31@psu.edu.

For matters related to graduate studies, get in touch with Tracie Mehalick at t1m250@psu.edu.

We hold individual research meetings with faculty members and graduate students by appointment. Topics might include strategies for identifying funding opportunities, a specific opportunity, possible collaborators, your research agenda, etc.

Graduate Students:

Graduate students should reach out first to their units regarding program-specific information. Graduate students can make an appointment (through Tracie Mehalick) to meet with the Associate Dean for Research, Creative Activity, and Graduate Studies to discuss any concerns that they might have.

Currently, there are three graduate student representatives for the college:
 Nusrat Tabassum (nqt5207@psu.edu): Graduate and Professional Student Association (GPSA) 72nd Assembly Delegate
Pronouns: she/her/hers

Ji Li (jxl6569@psu.edu) and Alivia Cross (azc6363@psu.edu)
 College Graduate Affairs Committee (GAC) graduate student representatives
Pronouns: she/her/hers

We invite all graduate students to become involved with the GPSA and the College of Arts and Architecture graduate students.

Internal Funding Opportunities (selected):

College of Arts and Architecture Seed Grants - <https://psu.infoready4.com/>

- [Faculty Research Grants](#)
- [Research and Creative Activity Grant Program in Racial Justice, Anti-Discrimination, and Democratic Practices](#)

- [Sustainability Institute](#)
- [Institutes for Energy and the Environment](#)
- [Rock Ethics Institute](#)
- Raymond A. Bowers Grants (Architecture)

External Funding Opportunities

Web resource: <https://www.fundinginstitutional.com/>

Support for external grant writing

With prior notice, the Research Office can send out external proposals for review prior to submission. Faculty members wanting to take advantage of this service should be in touch with the Research Office well in advance (a minimum of 6 weeks) of the grant deadline.

Coffee Hour for New Faculty

Informal coffee hour sessions will be held in the Office of the Associate Dean for Research, Creative Activity and Graduate Studies through the academic year. She will meet with new faculty members in groups of 3-5 in her office to discuss their research agenda, creative practice program, and how best this office can support their work. Please RSVP with the date of attendance to Tracie Mehalick (t1m250@psu.edu)

Fall 2023 dates:

- September 20, 10:00 – 11:00 am; RSVP Date: September 16, 5:00 pm
- October 12, 3:00 – 4:00 pm; RSVP Date: October 7, 5:00 pm
- November 17, noon – 1:00 pm; RSVP Date: November 14, 5:00 pm

Office of Academic Affairs and Outreach

104 Borland Building
University Park, PA 16802
Phone: (814) 865-9523

Associate Dean for Academic Affairs and Outreach

Darrin Thornton, aaundergrad@psu.edu
Pronouns: he/him/his

Assistant to the Associate Dean

Cori Donaghy, cjh271@psu.edu
Pronouns: she/her/hers

Undergraduate curricular affairs and administration, undergraduate student records and academic affairs, and college outreach efforts are managed and coordinated via the Associate Dean's office.

Administrative Support, Academic Affairs and Outreach

Jennifer Blew, jcb28@psu.edu
Pronouns: No preference
Clayton Richardson, cwr11@psu.edu
Pronouns: he/him/his

The Student Success Team for the College of Arts and Architecture provides individualized academic counseling, guidance, and support for student engagement activities. Our experienced team members are here to brainstorm pathways, identify resources, and provide support.

Director of Academic Advising

Kyrie Harding, keq1@psu.edu

Some faculty participate in academic advising, often for the upper-level students within their academic area. However, most students are advised by professional academic advisers throughout the college who are managed by Kyrie. Providing current and accurate information is critical to support students toward a timely graduation. It is also imperative that all advice shared with a student affecting their academic progress is documented in

Starfish so academic advisers can be lock-step with faculty and students in adjusting or responding to emerging information that could adversely affect graduation. Kyrie shares updates on academic policies and procedures with advisers and can be an invaluable resource if you have questions.

Director of Student Engagement

Robin Bierly, rab55@psu.edu
Pronouns: she/her/hers

Student engagement activities including undergraduate research and creative activity, involvement in student organizations, internship exploration, and additional student affairs issues are supported by this role. Please note that faculty members across our college currently provide the bulk of career advising for our students, but Nittany Lion Careers is the only approved job posting engine for Penn State. It is inappropriate and in violation of equal employment laws for a faculty member to recommend a specific student for a job directly to the employer unless the student has already applied for the publicly posted job and the employer is seeking a reference regarding an active application.

Director of Access, Recruitment, and Retention

Curt Marshall, cem2@psu.edu
Pronouns: he/him/his

Diversity, equity, inclusion, and retention are critical to our practices. If you are seeking partnership in advancing a culture of anti-racism and anti-oppression that embraces individual identities, fosters a culture of inclusion, and promotes equity, please contact Curt. He also works closely with the director of enrollment services on recruitment efforts targeting underrepresented populations and with the director of student engagement success on engagement programming.

Director of Recruitment and Enrollment Services

Vacant, TBA

Recruitment and enrollment are critical components of the college's success, and there are many events and opportunities to engage with future students. Please keep in mind Penn State maintains very strict policies about contact with minors, including virtual engagement. To support recruitment and enrollment efforts or learn more about the college's efforts in this area, contact Curt Marshall.

Office of Access and Equity (OAE)

124 Borland Building
University Park, PA 16802
Phone: (814) 863-3535

Associate Dean

Folayemi Wilson, fxw5102@psu.edu
Pronouns: she/they
124 Borland

Administrative Support Coordinator

Jennifer Curry Morgan, jlb1012@psu.edu
Pronouns: she/her/hers

The Associate Dean for Access and Equity is the lead administrator in the college who oversees initiatives related to access, equity, diversity, inclusion, and belonging. Among their key responsibilities are advancing access, equity, diversity, inclusion, belonging, and retention efforts for students, staff, and faculty in the college; supporting a college-wide culture that advances our strategic goal to embrace individual identities, foster a culture of inclusion, belonging, and promote equity and equitable practices; and assessing and promoting the impact of these efforts through policies and practices within the college. In this role, the associate dean provides leadership in collaborating with the college community towards establishing a culture of anti-racism, anti-oppression, and equity through our values, standards, ideals, policies, and practices. The associate dean engages with faculty, staff, students, administrators, alumni, donors, and friends within and outside of the college to advance these initiatives and to realize these goals.

The OAE, inaugurated in the 2021-22 AY, has developed a three-phase course of action that started and continues with (1) groundwork to research, learn about, and listen to the concerns of the college community around existing goals and any other issues around equitable practices, policies, and cultures of belonging; and (2) an assessment of those findings that is informing (3) a multi-year plan that specifies a collective vision and includes systems of reporting and accountability consistent with the college's overall strategic plan. The entire college community should expect to continue to engage in robust conversations and other mechanisms of inclusion as we refine a collective vision where everyone can thrive and contribute to a culture that enables us to be productive academic and artistic

leaders with innovative and progressive research and practices in the arts and design. Resources provided by the OAE can be found at: <https://arts.psu.edu/oea/>

School & Department DEI Representatives

Velvet Brown, Professor of Music and David P. Stone Chair, School of Music
Kikora Franklin, Professor of Theatre, School of Theatre
Marc Miller (*he/his/they/their*), Associate Professor of Landscape Architecture, Stuckeman School
Rudy Shepherd (*he/him*), Professor of Art, School of Visual Arts
Sita Frederick (*ella/she/her*), Director, Center for the Performing Arts

Equity, Diversity & Inclusion Committee (AY 2023 -24)

Marc Miller (*he/his/they/their*), Associate Professor of Landscape Architecture, Chair
Gwendolyn Walker, Assistant Professor of Voice for Musical Theatre, Co-Chair
Sarah Rich (*she/her*), Associate Professor, Department of Art History
Alexandra Staub, Professor of Architecture (sabbatical AY 2023-24)
Linda Thornton (*she/her/hers*), Professor of Music Education
Brandi Breslin (*she/her*), Museum Educator, Palmer Museum of Art
Curt Marshall (*he/him/his*), Director, Access, Recruitment and Retention
Rudy Shepherd (*he/him*), Professor of Art, School of Visual Arts
Adam Thomas, Curator of American Art, Palmer Museum of Art
Rodney Trice, Professor of Practice, Graphic Design
Lauren Taylor, Assistant Professor of Art History, and African Studies
Nehama Dormont, undergrad student, School of Music
Arielle Fields, grad student, Department of Art History
Luna Rainamei, grad student, School of Music
Victoria Monroe, undergrad student, Department of Landscape Architecture
Folayemi Wilson, Associate Dean of Access and Equity, Ex Officio

Office of Administration and Information Technology (including Marketing & Communications)

124 Borland Building
University Park, PA 16802
Phone: (814) 865-2591

Assistant Dean of Administration, and Information Technology

Kate Domico, akd4@psu.edu
Pronouns: she/her/hers
124 Borland

Administrative Support Assistant

Mary Cavanaugh, mcc6@psu.edu
Pronouns: No preference

Information Technology

Arts and Architecture Information Technology (Arts IT) provides computing, networking, print services, classroom and conference room technology support, and other technical support for the College of Arts and Architecture, including hardware and software procurement. The team's offices are located on the second floor of the Borland Building. 814-865-HELP, ait.psu.edu

Infrastructure Services

Scott Lindsay, Director, Infrastructure
sil2@psu.edu

Customer Experience

Kelly Dietz, Assistant Director, User Experience Manager
krd5225@psu.edu
Pronouns: she/her/hers

Access Accounts

Your Penn State Access Account consists of two parts—your user ID and your password—and is the key to a host of services at the University, including Service Desks, LionPATH, Global Protect VPN, the Internet, University email and calendaring, University Libraries, computer labs, research computing, and much more.

Arts IT Services

Computer Backups – Arts IT utilizes Code42 to continuously back up the data on your computer to the cloud. This service gives the user the ability to restore data that may have been accidentally deleted.

Hardware Procurement – all computers and peripherals are purchased through ArtsIT.

Loaner equipment – should an employee's computer require repair; a loaner laptop can be made available.

International Travel – employees should notify Arts IT at least two weeks prior to travel, and again upon return to University Park, to ensure devices are properly provisioned.

https://pennstate.service-now.com/sp?id=sc_cat_item&sys_id=08e2e63ddb1ac9103b05a961ca9619a7&sysparm_category=859ddb850f635740fe13f08ce1050e6c

Software Deployments – Arts IT utilizes BigFix and Jamf to remotely deploy and update software for your computer.

Remote Support – Arts IT is able to remotely connect to your computer and provide support via ScreenConnect and TeamViewer.

Consulting Services – Includes enterprise architecture, continuous improvement and innovation, digital accessibility, IT communication and documentation, IT service delivery and support, portfolio and project management, and training and outreach.

Arts IT Request Forms

Arts IT has a growing catalog of standard request forms, available at: [Arts IT Request Forms](#)

Penn State Services

Cloud Storage – Penn State users have access to Microsoft OneDrive and SharePoint for cloud storage and collaboration.

Software – Penn State employees have access to the full Microsoft Office suite, Adobe Creative Cloud applications, Google Workspace and more. Available software can be viewed at: <https://www.software.psu.edu>

Service Catalog – A full list of Penn State IT services can be viewed at: <https://www.it.psu.edu/services/>

Telephony – to add or remove Cisco Jabber from your device. https://pennstate.servicenow.com/sp?id=sc_cat_item&sys_id=a02c4a706fd2db0068730444b3ee4be Cisco Jabber is a unified communications application that runs on Windows, Mac and mobile devices (IOS/Android). With Cisco Jabber, faculty and staff can bring their Penn State phone number with them when they are away from their office. Supported Cisco Jabber services include audio/video calling, instant messaging, and voicemail.

Penn State Policies

There are two primary policies regarding technology use at Penn State: AD95 and AD96. These policies cover information security best practices, data classification standards, and the acceptable use of technology resources.

[AD95: Information Assurance and IT Security](#)

[AD96: Acceptable Use of University Information Resources](#)

How to Get Help

If you are having issues with your computer or connectivity, have a software or hardware request, or have a question about technology in the college, please contact us using one of the following methods:

Submit an incident ticket or request to Service Now: <https://help.psu.edu>

Utilize the Arts IT request forms referenced above.

email: aa-it-help@psu.edu

phone: 814-865-HELP

The Penn State IT ServiceDesk hours are 24 hours/day, 7 days/week.

The Arts IT offices are located on the second floor of the Borland Building, Room 219. In-person technical support is available by appointment Monday through Friday. Phone: 814-865-2248. Please visit our website at <https://artsit.psu.edu> for more information and assistance.

Marketing & Communications

The A&A Marketing & Communications Office offers a wide variety of services to faculty and staff across the college, ranging from news and feature writing to print, digital and web design to event documentation via photography and videography. The office also handles the college's social media accounts and coordinates internal communication to faculty and staff and to students. Please see the descriptions below for more details and points of contact. We welcome you to reach out with questions and to share your news and accomplishments with us. We look forward to collaborating with you!

Communications Staff

Amy Milgrub Marshall, Editorial Director

Pronouns: she/her/hers

alm157@psu.edu

Tess Dubler, Internship Coordinator and Digital Assets Manager

Pronouns: she/her/hers

(814) 865-8113

tad5557@psu.edu

Scott Tucker, Creative Director

Pronouns: he/him/his

swt101@psu.edu

Tracy Jackson, Graphic Design

Pronouns: she/her/hers

tlj106@psu.edu

Marissa Rojas, Graphic Design

Pronouns: she/her/hers

mjr28@psu.edu

Leon Valsechi, Writer/Editor

lxv107@psu.edu

Services

Editorial/Public Relations

- News release and feature writing on a wide variety of people and topics across the college
- Review of all publications across college to ensure they follow Penn State's editorial and branding guidelines.
- Internal communication, including the college intranet (sites.psu.edu/aainternal), the Newslines for all A&A faculty and staff (intranet.arts.psu.edu) and Student Digest for all A&A students (send announcements to Marissa)

Primary contact: Amy Milgrub Marshall

Creative Design (Print, Digital, Web)

- Provide creative direction and design for all college-level materials, including recruitment pieces, ads, alumni and donor pieces, and more.
- Oversee design, development and updating of college website and related web assets.
- Assist units with integrated/multi-touch design projects.

Primary contact: Scott Tucker

Visual Assets and social media

- Provide event documentation via photography and videography with support of college interns.

Primary contact: Tess Dubler

Social Media

Manage college-level social media with support of interns including instagram takeovers, #MeetArtsArch features, and #walkaboutwednesday reels.

Primary contact: Amy Milgrub Marshall

Social Media Handles

College handles:

Instagram: @psuartsarch

Facebook: @psuaanda

Twitter: @psuarts_arch

Dean's social handles:

Twitter: @psu_aadean

Instagram: @psu_aadean

Office of Digital Learning

*12 Borland Building
University Park, PA 16802*

Assistant Dean for Digital Learning

Gary Chinn, gmc14@psu.edu

Pronouns: he/him/his

(814) 863-7447

Director

Chris Stubbs, cas391@psu.edu

Pronouns: he/him/his

(814) 863-5409

Administrative Support Assistant

Mary Cavanaugh, mcc6@psu.edu

Pronouns: No preference

General Office Email: eli-aanda@psu.edu

Founded in 2005 as the e-Learning Institute, the Office of Digital Learning partners with faculty and staff throughout the College of Arts and Architecture to identify projects that might benefit from informed incorporation of technology. Working closely with schools and departments, the institute offers design, development, and delivery support for online course materials, whether incorporated in “web-only” courses, hybrid delivery courses, or targeted enhancements for residential instruction.

The Office of Digital Learning’s mission is to take a leading position in the future of the disciplines represented in the College of Arts and Architecture by providing greater opportunities for instructional innovation, courseware development, and research in the arts and design. The institute collaborates with the various disciplines throughout the college to assist them in the identification, development, and deployment of online and blended learning courses and programs, as well as supports digitally inflected research opportunities in the arts and design, while maintaining the creative and innovative aspects each discipline embodies.

Research Centers & Initiatives

Collaborate with faculty members on the development of online courses and blended learning materials for delivery in both resident and distance courses. Support explorations of technology to identify the value of tools in teaching and learning, outreach, and scholarship.

Enhance interdisciplinary education (within and beyond the College of Arts and Architecture), innovation, and research in the arts and design using digital technologies.

Research Centers & Initiatives | College of Arts and Architecture

ADRI – Arts & Design Research Incubator

URL: <https://adri.psu.edu/>

Director William Doan

Pronouns: he/him/his

14 Borland Building

University Park, PA 16802

Email: adri@psu.edu

ADRI seeks to improve lives through research and application of arts and design practices to health and well-being. In keeping with goals outlined in the college's strategic plan, ADRI projects are typically collaborative and interdisciplinary in nature, push methodological boundaries, link research and teaching, make innovative use of technology, and engage with university-wide research initiatives and priorities. ADRI also coordinates and hosts a range of programming designed to foster, support, and broadly disseminate innovative arts, design, and health-focused research and practice.

A & A Sustainability initiatives

URL: https://arts.psu.edu/research/sustainability/A&A_Sustainability

Director Mihyun Kang

Pronouns: she/her/hers

105 Borland Building

University Park, PA 16802

Email: aasustainability@psu.edu

The College of Arts and Architecture seeks to strategically advance the University's sustainability goals, fostering sustainability in teaching and learning, research, community engagement, student engagement, and operations in the college. The Sustainability Council comprising College of Arts and Architecture faculty, staff, and students is responsible for developing a sustainability vision for the college to connect it to other strategic initiatives while creating efficiencies and enhancing impact. The council approaches sustainability as a transformational concept that leads to innovation and develops action steps that advance the college's priorities and the University's sustainability vision and mission. The college's Sustainability Council has working groups focusing on teaching and learning, research, community engagement, and operations.

C-PAD – Center for Pedagogy in Arts and Design

URL: <https://arts.psu.edu/research/center-for-pedagogy-in-arts-and-design/>

Interim Director Darrin Thornton

Pronouns: he/him/his

113 Borland Building

University Park, PA 16802

Email: dht2@psu.edu

The Center for Pedagogy in Arts and Design (C-PAD) is an interdisciplinary center whose purpose is to advance arts and design pedagogies, research, and professional development applicable to learning and teaching in all disciplines. It serves as a nexus for scholars, artists, designers, practitioners, and community members who share a common interest in learning and teaching through the arts. C-PAD features the C-PAD Teaching Lab, which was built by TLT and the college as a home for C-PAD research and a flex space for the college; the C-PAD Research Engine, which observes, articulates, documents, and disseminates how classes in residence are enlivened by arts-based teaching technologies; and the C-PAD Faculty Communities, where new and experienced faculty can meet, build friendship, and exchange strategies for successful teaching and learning. C-PAD summers offer focused learning opportunities through the C-PAD Academy, and C-PAD is dedicated to promoting and forwarding conversations and actions concerning justice and equity. C-PAD is a partnership among the College of Arts and Architecture, Teaching and Learning with Technology (TLT), and the Office of Digital Learning (ODL).

Research Centers | Stuckeman School**E+D – Ecology plus Design**

URL: <https://arts.psu.edu/research/eplud/>

Director Andy Cole,

Stuckeman Family Building

University Park, PA 16802

Email: cac13@psu.edu

E+D addresses the need to fuse ecology and design in built works and establish the University as a leader in E+D innovation and education, in support of stewarding our planet's resources. Design is the means whereby we shape our environment. Merging ecology and design brings together ecologists (and allied disciplines) and design professionals to research and develop frameworks, criteria, and strategies for designing, restoring, and assessing ecologically stable landscapes. Through E+D: Ecology Plus Design, we develop approaches to landscape design and implementation that lie light on the land, account for landscape history, and provide for temporally resilient ecosystems. This approach allows us to learn from both successes and failures. We test and refine means to structure integrated science and design processes around a framework that is cost-effective, time-efficient, and ecologically and economically viable, while still conveying the beauty of the natural world.

Hamer Center for Community Design

URL: <https://arts.psu.edu/research/hamer-center-for-community-design/>

Director Lisa D. Iulo

Pronouns: she/her/hers

105 Stuckeman Family Building

University Park, PA 16802

Email: hamer@psu.edu

Hamer phone: (814)-865-5300

The Hamer Center for Community Design (Hamer Center) is an endowed center that seeks to utilize the expertise of faculty and students in the Stuckeman School to address a range of issues impacting the quality of communities, with a focus on issues with relevance to the Commonwealth of Pennsylvania. Hamer Center activities entail two distinct but related types of undertakings: 1) applied research; and 2) theoretical investigations on issues related to community design/planning. The Hamer Center's work addresses public issues such as, but not limited to, community-based design/planning, affordable housing, development of design guidelines, sustainability, park and recreation planning, environmental and ecological analysis.

SCDC – Stuckeman Center for Design Computing

URL: <https://arts.psu.edu/research/stuckeman-center-for-design-computing/>

Director José P. Duarte

Pronouns: he/him/his

Stuckeman Family Building

University Park, PA 16802

Email: scdc@psu.edu, jxp400@psu.edu

The SCDC is devoted to advanced design research and learning in computational design. We are a multidisciplinary community of researchers exploring computation as a subject of creative and scholarly inquiry in design across scales and modes of engagement: from the territorial to the micro, from the theoretical to the material, and from the applied to the speculative and critical.

The aim of the center is to explore the use of computer technology in design to address social problems. Its research activities are closely linked to the educational mission of the Stuckeman School to train professionals equipped with the latest technology. Professors responsible for teaching courses with a strong computational component. On the other hand, it ensures that the content of these courses is up-to-date, and students can benefit from state-of-the-art equipment. These courses also provide a platform to test and develop innovative approaches to social problems formulated as design problems. The final objective of the center is, therefore, to leverage professional practice.

Research Center | Art History**Center for Virtual/Material Studies**

URL: <https://arts.psu.edu/research/virtual-material-studies/>

Director: Dr. Sarah K. Rich

Pronouns: she/ her/hers

241 Borland Building

University Park, PA 16802

Email: VirtualMaterial@psu.edu

814-865-3952

The Center for Virtual/Material Studies (CV/MS) is a university-level research center headquartered in the Department of Art History. It supports innovative research into the materiality of historical objects and explores virtual means of conveying that materiality. Through hands-on workshops, training sessions, field trips, open office hours, lectures, materials collection, and curatorial projects, the CV/MS encourages adventurous engagement with cultural materials and nurtures interdisciplinary relationships among the scholars that study them.

Engagement Units

Center for the Performing Arts

Director Sita Frederick

Pronouns: ella/she/her

Eisenhower Auditorium

University Park, PA 16802

Phone: (814) 863-9494

Fax: (814) 863-7218

Contact: Linda Struble

Email: lms27@psu.edu

The Center for the Performing Arts (cpa.psu.edu) collaborates, curates and presents engaging and thought-provoking programs such as performances, residencies, conversations and workshops. We envision thriving, global communities where arts and culture contribute to meaningful connections, critical thinking, equitable belonging, and joy. The Center for the Performing Arts is committed to integrating the arts across the curriculum in meaningful ways. We are currently partnering on a research project about arts and belonging. We welcome the opportunity to design creative learning experiences with artists and faculty. To discuss the possibilities, email Amy Dupain Vashaw (adv1@psu.edu).

If you would like to attend an event, please reach out to the director, Sita Frederick (smf6295@psu.edu). She would love to have you as her guest!

Palmer Museum of Art

Director Erin M. Coe

Pronouns: she/her/hers

University Park, PA 16802-1901

Phone: (814) 865-7673

Fax: (814) 863-8608

Contact: Sheryl Shaffer (she/ her/hers)

Email: sks21@psu.edu

The Palmer Museum of Art at Penn State is the largest art museum collection between Pittsburgh and Philadelphia and the most significant academic art museum in the state of Pennsylvania. A key element of Penn State's land-grant mission of teaching, research, and public service, the Museum is a vital and accessible cultural resource for Penn State's students, faculty, and scholars, as well as for all visitors to and from the entire central Pennsylvania region.

Through its world-class objects, programs, and outreach, the Museum is a welcoming, inclusive, and vibrant forum for authentic arts experiences and cultivates meaningful dialogue about today's most potent ideas and pressing concerns. The free-admission Museum, which has strong and longstanding connections with the wider local community, celebrated its 50th anniversary in 2022 and opens its new location at the Arboretum in spring 2024. Please note the Curtain Road location is closed.

Penn State Blue Band

Director Gregory Drane
Pronouns: he/him/his
 101 Blue Band Building
 University Park, PA 16802
Phone: (814) 865-3982
Contact: Devin Mccane
Email: dqm5480@psu.edu

The Penn State Blue Band started in 1899, the Penn State Blue Band has provided the soundtrack for a small land-grant college in the middle of rural Pennsylvania as it evolved into a world-class research university with a global impact.

The sound of the Blue Band undeniably reminds alumni of their time at 'Old State' while providing an ever-present beat that connects current and future students to the essence of Penn State. The Penn State Marching Blue Band includes students across colleges with various majors. The Penn State Marching Blue Band (320+ student members) has evolved to include an Athletic Band (150+members) including non-marching members that perform at various Penn State sporting events outside of football.

We, the Penn State Blue Band and Athletic Bands, aspire to have an exponentially positive impact on our community and our fellow members. We endeavor to provide a safe environment for all members with the intent to be viewed as an organization of members with exceptional integrity.

Penn's Woods Music Festival

Music Director Gerardo Edelstein
Pronouns: he/ him/his
 Penn State School of Music
 Music Building I
 University Park, PA 16802-1901
Contact: Russell Bloom (he/him/his)
Email: rlb16@psu.edu

Penn's Woods Music Festival offers outstanding chamber music and orchestral performances by professional musicians. Supported jointly by Penn State and the surrounding community,

the festival seeks to inspire a passion for classical music through innovative concert programming, educational activities, and informal events.

Penn State Centre Stage

Producing Artistic Director Rick J Lombardo
Pronouns: he/ him
 116 Theatre Building
 University Park, PA 16802-1901
Phone: (814) 863-0493
Fax: (814) 865-3645

Penn State School of Theatre is home to one of the finest theatre training programs in the country. Our award-winning faculty's experience spans the world to provide individualized instruction, giving students the extra edge they need to succeed. The School of Theatre offers undergraduate and graduate degrees covering a range of areas, including Acting, Musical Theatre, Stage Management, Theatre Design and Technology, and Directing.

Centre Stage is the professional arm of the Penn State School of Theatre and serves as a training program for emerging theatre professionals. One of its unique attributes is that it creates collaborations between established industry professionals and theatre students from Penn State and other colleges and universities. Each Centre Stage production is created from conception to completion at Penn State using skills mastered and taught by its acclaimed theatre faculty. As a result, Penn State is one of the top-ranked universities in the country for its theatre training programs.

Woskob Family Gallery

Gallery Manager Zsuzsanna Nagy
Pronouns: she/ her/ hers
 146 S Allen Street
 State College, PA 16801
Phone: (814) 865-4710

The Woskob Family Gallery is a space for contemporary arts and culture in downtown State College. As a town and gown arts space, the gallery features a running series of exhibits and programs by local and visiting artists. The gallery's mission is to forge new relationships between the university and local communities, increase the perception of downtown State College as a cultural destination, and spark new creative enterprises.

Facilities and Safety

30 Borland Building
University Park, PA 16802
Phone (814) 867-3122

Facilities Manager

Matthew J. Olson
30B Borland Building
mjo5165@psu.edu

Facilities Support Assistant

Gwen Miller
Pronouns: No preference
30 Borland Building
gem15@psu.edu

Safety

If you have, or witness a medical emergency, dial 911. If you have a campus security emergency, dial 814-863-1111 for Campus Police. Penn State falls under the Occupational Safety and Health Administration (OSHA) Laws and Regulations. In addition to following OSHA regulations, Penn State has their own safety policies. Penn State’s Environmental Health and Safety webpage can direct you to specific information related to safety in your workplace. Their website is <http://www.ehs.psu.edu/>.

Worker’s Compensation is administered through the Penn State Office for Worker’s Compensation. It is your obligation to notify your department head or director if you are injured while working, so your claim can be submitted. After initial treatment, if you need additional treatment, you must continue to visit a professional from the Penn State list of Physicians and Health Care Providers for 90 days from the date of your first visit. After 90 days, if you still need treatment, you may seek care from a provider of your choice but must notify the Penn State Office for Worker’s Compensation in order for the treatment to be considered for payment.

If there is an incident or injury to a student or a person that is not employed by Penn State, the Incident Form is required. The form can be found at <http://guru.psu.edu/formpublic/8-05IncidentFormFRM3.pdf>. The Incident Report form is also required for reporting any type of incident while traveling on field trips with students. For more information on field trip travel, please see the college website at <http://artsandarchitecture.psu.edu/facstaff/finance/academic-field-trip-links>.

Safety and security is an ongoing challenge for the college. Many of our students study in studio environments that allow them 24 hour / 7 day-a-week access. Please remind your students not to work in their studios late at night and early in the morning by themselves. Also let them know, and note, that the University has a Security Escort Service operated by the University Auxiliary Police, available to students, employees, and visitors. CALL 814-865-WALK (9255) anytime from dusk to dawn, to take advantage of this service. Additional information about this program can be found at <http://police.psu.edu/safe-walk-service>.

Each department has a representative on the college’s Safety Committee. The committee members are listed below. If you have any ideas or concerns about safety in your work environment, you can contact your department’s safety committee member.

Safety Committee

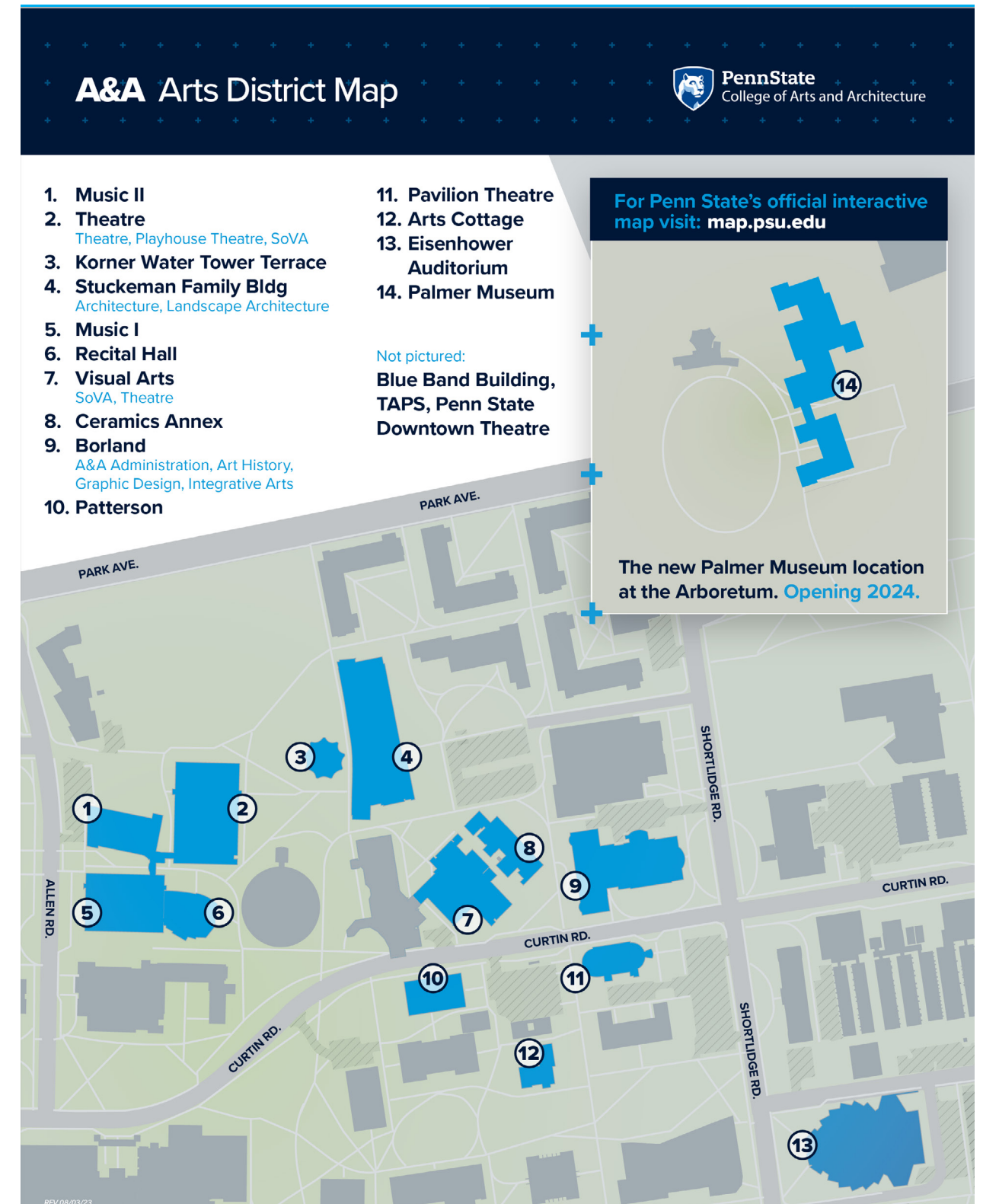
Department	Representative	Email
Architecture Landscape Architecture Graphic Design	Allan Sutley	ads131@psu.edu
School of Music	Russell Bloom	rlb16@psu.edu
School of Theatre	Judy King	jqk5@psu.edu
School of Visual Arts	Adam Bogert	ajp5449@psu.edu
Palmer Museum of Art	Will Bergmann	wbb5142@psu.edu
Center for the Performing Arts	Kelly Kaiserian	kvk2@psu.edu
Office of the Dean	Gwen Miller	gem15@psu.edu
Blue Band	Devon McChesney	wgs1@psu.edu
College Safety Officer	Matt Olson	mjo5165@psu.edu

Facility Maintenance and Repair

Each department has a Service Desk Coordinator who reports maintenance and repair issues to the Office of Physical Plant. If you notice a problem with your facility, please contact the person listed below from your department, and they will put in a work order request. If there is a facility problem that you consider an EMERGENCY, PLEASE CONTACT THE OFFICE OF PHYSICAL PLANT WORK RECEPTION CENTER BY PHONE, AT 814-865-4731.

Department Service Desk Coordinators

Department	Representative	Email
Architecture Landscape Architecture Graphic Design	Jamie Behers	jlf47@psu.edu
Blue Band	Devon McChesney	wgs1@psu.edu
Center for the Performing Arts	Gwen Miller	gem15@psu.edu
Palmer Museum of Art	TBA	TBA
School of Music	Russell Bloom	rlb16@psu.edu
School of Theatre	Judy King	jqk5@psu.edu
School of Visual Arts	Adam Bogert	ajb5449@psu.edu
Office of the Dean- Borland Bldg.	Gwen Miller	gem15@psu.edu



Finance Office

Financial Officer

Nicole Hane
nll130@psu.edu
 814-865-1435

Assistant Financial Officer

Jen Colwell
jlc6113@psu.edu
 814-865-4897

Financial Coordinator

Tracey Spicer
tjs20@psu.edu
 814-865-1434

Finance Office Functions:

- Report through the University Controller
- Work with the Dean, Department Heads, and School Directors to manage and steward college funds.
- Provide Penn State financial policy & procedure guidance and interpretation.
- Responsible for review of all college expenses for compliance – end college approver
- Cash controls and cash services (deposits to PSU accounts)
- Liaison with central Payroll

Purchasing:

- Shop OnLion – online purchasing system – your Financial Assistant can assist with purchases.
- PCard – Penn State-approved purchasing card issued with departmental approval and completion of tutorial and quiz – receipts must be submitted within 30 days of purchases.

Travel:

- All travel reimbursements are made through SAP Concur (online system)
- Travel OnLion – University online system to assist with reservations and travel information.
- Penn State – Travel Policy – Compliance statement *'The University assumes no obligation to reimburse employees, students, and nonemployees for expenses that do not comply with the principles of this policy. Expenditures that do not comply with the University travel policy will be the obligation of the traveler.'*

- Travel expenditures are to be settled no later than 60 days after the conclusion of a trip or Dean's approval will be required to be reimbursed.

The first point of contact for faculty members regarding all things financial is the unit Financial Coordinator. Please get in touch with your unit to find out the appropriate contact.

For more information and helpful links, please visit our website <http://artsandarchitecture.psu.edu/facstaff/finance>

Advancement Office

College Advancement Office (107 Borland) is charged with overseeing the engagement, cultivation, and documentation of external partners (including but not limited to alumni, friends, parents, corporate and foundation relations) around volunteer activity and fundraising support aimed at advancing the mission of Penn State through the College of Arts and Architecture's schools, departments, programs, and centers. Among the Advancement Office's primary charges is securing privately funded philanthropic gifts. Faculty and staff actively involved with engaging external partners are asked and expected to coordinate those efforts with the college's Advancement Office

OFFICE CONTACT

Administrative Assistant

Janeann Lindsay
Pronouns: she/her
(814) 863-2142
jul19@psu.edu

Senior Director of Development

Don Lenze
Pronouns: he/him/his
(814) 863-1824
dml102@psu.edu

Director of Major Gifts

Robin Seymour
Pronouns: she/her/hers
qzq1@psu.edu

Associate Director of Development

Lisa Marzka
Pronouns: she/her/hers
lisamarzka@psu.edu

Development Assistant

Barbara Hutchinson
Pronouns: No preference
bhh10@psu.edu

Director of Alumni Relations and Donor Stewardship

Kelsey Knight
Pronouns: she/her/hers
(814) 863-2143

kms468@psu.edu

Assistant Director of Alumni Relations

Ashley Hardison
Pronouns: she/her/hers
(814) 863-0622
amb1045@psu.edu

Assistant Director of Stewardship

Angela Smith
Pronouns: she/her/hers
(814) 863-2104
ajf7@psu.edu

Director of Arts Advancement

Robyn Krause-Hale
kms468@psu.edu

Associate Director of Arts Advancement

Center for the Performing Arts
Lindsey Landfried
Pronouns: she/her/hers
lindsey.landfried@psu.edu

Associate Director of Advancement and Membership

Palmer Museum of Art
Jo Bergsma
Pronouns: she/her/hers
jpm6023@psu.edu

New Faculty Mentoring

Overview

The College of Arts and Architecture New Faculty Mentoring Program offers support and guidance to new faculty—both tenure-track and non-tenure track. In pairing new faculty with a senior colleague, the program aims to help new faculty members to understand the local academic community and the college and university, as well as the surrounding community, to create a smooth transition to Penn State.

It is important to note that the College New Faculty Mentoring Program is formative rather than evaluative in nature. The assistance and guidance offered by mentors is distinct from, but complementary to, the professional development guidance and evaluation provided by unit heads and faculty mentors in the unit.

Expectations of mentors

- To meet at least twice a semester as a way of “checking in” with the new faculty member. Meetings can be in-person or at the Zoom.
- To be proactive in directing the new faculty member to college and university resources that will assist them in their work and their transition to Penn State and to living in State College and the surrounding community. To that end, mentors should possess a general level of familiarity with applicable student affairs programs, employee assistance programs, teaching support programs, internal and external research opportunities, and other appropriate resources.
- To treat communications over more sensitive and personal matters discussed with mentees as confidential. For example, questions about college “politics,” challenges with research/creative productivity, or issues of work/life balance should be maintained between mentoring partners. At the same time, mentors should encourage new faculty members to make their unit head aware of any significant challenges so that these can be addressed in a timely and effective manner.
- If the mentoring relationship becomes difficult or does not seem to be fruitful, the mentor should alert the Associate Dean for Research, Creative Activity and Graduate Studies (Mallika Bose at mub13@psu.edu) who will determine if additional assistance is needed and/or if a new assignment is warranted.

Expectations of new faculty members

- To be proactive in seeking advice on resources that will assist them in their work and in their transition to Penn State and State College.
- Check in regularly to let the mentor know how the acculturation to Penn State and central Pennsylvania is going.
- Determine their professional goals and be prepared to share these with your mentor.
- Ask for and be open to receiving feedback.

- Set aside time to reflect on conversations and to ponder implementation strategies for change.
- To treat communications with mentors over more sensitive and personal matters confidentially.

If the mentoring relationship becomes difficult and/or does not seem to be fruitful, the new faculty member should alert the Associate Dean for Research, Creative Activity and Graduate Studies (Mallika Bose at mub13@psu.edu), who will determine if additional assistance is needed and/or if a new assignment is warranted.

Penn State

Faculty Resources

College of Arts and Architecture

<https://arts.psu.edu/>

A&A Intranet

[Intranet.art.psu.edu](https://intranet.art.psu.edu)

A & A Ombudsperson

<https://intranet.arts.psu.edu/dashboard/faculty-information/>

Ombudsperson: Clarification of misunderstandings; advising faculty and administrators as to appropriate courses of action; assisting in the informal resolution of differences; assuring that appropriate department college and/or campus procedures are exhausted before referring the case to higher levels. (FC)

Ombudsperson: Darla Lindberg (Term is 2022–23 and 2023–24)
Alternate: Lisa Iulo (Term is 2022–23 and 2023–24)

Office of the Vice Provost for Faculty Affairs

<https://www.vpfa.psu.edu/>

Office of the Senior Vice President for Research

<https://www.research.psu.edu/ovpr>

Graduate Council

<https://gradschool.psu.edu/gradcouncil/>

Office of the University Registrar

<https://www.registrar.psu.edu/>

Classroom and Event Scheduling

<https://www.registrar.psu.edu/collegenet/index.cfm>

Promotion and Tenure<https://www.vpfa.psu.edu/promotion-and-tenure/>

The college provides P & T workshops throughout the academic year to help faculty with the promotion and tenure process. Information regarding these opportunities is shared through the College Newslines, which is distributed to all faculty and staff.

Sabbatical Leaves of Absence<https://www.vpfa.psu.edu/sabbatical-leaves/>**University Faculty Senate**<https://senate.psu.edu/>**Office for General Education**<https://gened.psu.edu/about-general-education>**Textbook Orders (Bookstore)**<https://psu.bncollege.com/shop/psu/page/find-textbooks>**Penn State Policies**<https://guru.psu.edu/procedure-landing>

Penn State Human Resources

Penn State Human Resources advances university strategies by creating innovative solutions to attract, develop, engage, and retain a diverse workforce.

We are cultivating an environment where the most engaged and diverse workforce in higher education thrives.

A & A Human Resources**HR Strategic Partner**

Gerald (Jerry) Henry

gkh2@psu.edu

814-863-1490

HR Consultant

Shelly Marquardt

Pronouns: she/her/hersszm5@psu.edu

814-865-2026

Key Related Resources**Penn State HR, HR Services Team**<https://worklion.psu.edu/>

814-865-1473

Penn State Human Resources<https://hr.psu.edu/>

WorkLion, the University's human resources portal, includes payroll, attendance, and more.

<https://worklion.psu.edu/>**Benefits**<https://hr.psu.edu/benefits>**Penn State Policies**<https://policy.psu.edu/>

Identification Cards<https://policy.psu.edu/policies/ad24>**Learning Resource Network**<https://lrn.psu.edu/>**Employment Verifications**<https://hr.psu.edu/employment-verification>

Diversity, Equity, and Inclusion

Penn State Statement on Diversity, Equity, and Inclusion

Pennsylvania State University is committed to and accountable for advancing diversity, equity, and inclusion in all its forms. We embrace individual uniqueness, foster a culture of inclusion that supports both broad and specific diversity initiatives, leverage the educational and institutional benefits of diversity, and engage all individuals to help them thrive. We value inclusion as a core strength and an essential element of our public service mission.

At Penn State

- We will foster and maintain a safe environment of respect and inclusion for faculty, staff, students, and members of the communities we serve
- We will educate our faculty, staff, and students to be social justice advocates, creatively providing curricula, programs, and environments that reflect the diversity of our communities, and elevate cultural awareness.
- We will ensure fair and inclusive access to our facilities, programs, resources, and services, and ensure that all our policies and practices are inclusive and equitable.
- We will advance and build our workforce by assessing hiring practices and performance review procedures to attract, retain, and develop talented faculty and staff from diverse backgrounds.
- We will address intergroup disparities in areas such as representation, retention, learning outcomes, and graduation rates.

View document on [Penn State Statement on Diversity, Equity, and Inclusion](#)

Penn State's Diversity, Equity, and Inclusion resources can be found here: <https://pennstateoffice365.sharepoint.com/sites/DiversityEquityandInclusionResources>

College of Arts and Architecture Contacts

- Fodayemi Wilson: Associate Dean for Access and Equity, fxw5102@psu.edu
- Curt Marshall: Coordinator, Multicultural Programs & Recruitment, cem2@psu.edu, 814-865-4894, Pronouns: he, him, his
- Kikora Franklin: Associate Director for Equity, Diversity, and Inclusion for the Penn State School of Theatre, akf11@psu.edu
- Velvet Brown: Associate Director for Equity, Diversity, and Inclusion in the School of Music, vmb10@psu.edu
- Darla Lindberg: Professor of Architecture, dvl2@psu.edu
- Robin Thomas: Department Head, Department of Art History, rlt18@psu.edu
- Marc Miller Chair, A&A Diversity, Equity, and Inclusion Committee, mlm39@psu.edu

Equity, Diversity & Inclusion Committee (AY 2023 -24)

- Marc Miller (*he/his/they/their*), Associate Professor of Landscape Architecture, Chair
- Gwendolyn Walker, Assistant Professor of Voice for Musical Theatre, Co-Chair
- Sarah Rich (*she/her*), Associate Professor, Department of Art History
- Alexandra Staub, Professor of Architecture (sabbatical AY 2023-24)
- Linda Thornton (*she/her/hers*), Professor of Music Education
- Brandi Breslin (*she/her*), Museum Educator, Palmer Museum of Art
- Curt Marshall (*he/him/his*), Director, Access, Recruitment and Retention
- Rudy Shepherd (*he/him*), Professor of Art, School of Visual Arts
- Adam Thomas, Curator of American Art, Palmer Museum of Art
- Rodney Trice, Professor of Practice, Graphic Design
- Lauren Taylor, Assistant Professor of Art History, and African Studies
- Nehama Dormont, undergrad student, School of Music
- Arielle Fields, grad student, Department of Art History
- Luna Rainamei, grad student, School of Music
- Victoria Monroe, undergrad student, Department of Landscape Architecture
- Fodayemi Wilson, Associate Dean of Access and Equity, Ex Officio

University Cultural Resources & Programming

Paul Robeson Cultural Center

<https://studentaffairs.psu.edu/cultural>

Multicultural Resource Center (MRC)

<http://equity.psu.edu/mrc>

Office of Scholars Programs

<http://equity.psu.edu/scholars-programs>

Center for Sexual and Gender Diversity

<https://studentaffairs.psu.edu/csgd>

Center for Spiritual and Ethical Development

<https://studentaffairs.psu.edu/spiritual>

Student Disability Resources

<http://equity.psu.edu/student-disability-resources>

Global Programs

<https://global.psu.edu/>

Title IX Resources

<https://titleix.psu.edu/>

Educational Equity

<http://equity.psu.edu/>

Resources for Reporting Wrongdoing

Immediate Threat or emergency

9-1-1 University/Campus Police

To report a non-emergency crime, go to <http://www.police.psu.edu/report-crime> or call University/Campus Police

Suspected Child Abuse

ChildLine: 800-932-0313 or online at compass.state.pa.us/cwis/public/home and report internally to AD72@psu.edu

Sexual Abuse or Sexual Harassment

Office of Sexual Misconduct Prevention and Response: 814-863-0471 or titleix@psu.edu

General Discrimination or Harassment

By employees- Affirmative Action Office: 814-863-0471

By students- Report Bias website: 814-863-0342

Student Misconduct

Office of Student Accountability and Conflict Response: 814-863-0342 or report online at https://cm.maxient.com/reportingform.php?PennState&layout_id=0

Research Misconduct

Office of Research Protections: 814-865-1775 or researchconcerns@psu.edu

Behavioral Threat

Behavioral Threat Management Team: 855-863-BTMT(2868) or 814-863-BTMT(2868)

Other Misconduct

Supervisor

Human Resources Strategic Partner

Penn State Hotline: 800-560-1637

Clary Incident Report Form

University Police at your campus or report online at https://www.absecom.psu.edu/CAMPUS_SECURITY/security-incident-form.cfm

Environmental Health & Safety Misconduct

Department of Environmental Health & Safety: 814-865-6391 or ehshelp@psu.edu or report online at ehs.psu.edu/contact-us

Penn State offers numerous resources to report misconduct: When in doubt of where to report, call the Office of Ethics and Compliance (814-867-5088) or your Human Resources Strategic Partner for advice.

Examples of Misconduct

- Abusive or intimidating behavior that creates a hostile or offensive environment.
- Cheating, plagiarism, or other violations of academic integrity
- Discrimination
- Financial misconduct (falsifying expense reports, embezzlement)
- Research misconduct
- Stealing, theft, or misuse of university services or resources
- Substance abuse by an employee or student
- Sexual assault, harassment, or misconduct
- Violations of University policy and the [Student Code of Conduct](#)
- Violations of local, state, federal, and international laws, and regulations that you encounter during your work at the University.
- Violations of University environmental health and safety policies

Resources

- Policy AD88 – Code of Responsible Conduct: <https://policy.psu.edu/policies/ad88>
- By-laws of The Pennsylvania State University (section 8.13): <http://news.psu.edu/story/143476/2013/01/04/employees-reminded-disclose-conflicts-interest>
- Policy HR91 – Conflict of Interest: <https://policy.psu.edu/policies/hr91>
- Policy RP06 – Disclosure and Management of Significant Financial Interests: <https://policy.psu.edu/policies/rp06>
- Policy AD77 – Engaging in Outside Professional Activities (Conflict of Commitment): <https://policy.psu.edu/policies/ad77>
- Policy AD85 – Sexual and/or Gender-Based Harassment and Misconduct (Including Sexual Harassment, Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Related Inappropriate Conduct): <https://policy.psu.edu/policies/ad85>
- Policy AD86 – Acceptance of Gifts and Entertainment: <https://policy.psu.edu/policies/ad86>

- Policy AD91 – Discrimination and Harassment and Related Inappropriate Conduct: <https://policy.psu.edu/policies/ad91>
- Policy SY01 - Environmental Health and Safety Policy: <https://policy.psu.edu/policies/sy01>

Centre County CAN HELP Line - 24-hour crisis hotline - 1-800-643-5432

Training

Training for employees is available on many of the above topics through the Office of Human Resources' Learning Resource Network at <https://lrn.psu.edu/>.

Emergency Health & Wellness Care

Life-Threatening Crisis

If you or anyone else is in immediate danger, call 911 or the University Police (814-863-1111) immediately. You can also go to the Mount Nittany Medical Center Emergency Department or your nearest Emergency Department. The Mount Nittany Medical Center is located at 1800 East Park Ave., State College, 814-234-6110.

Immediate Assistance 24 Hours a Day

If you or someone you know is experiencing a mental health crisis or has been a victim of sexual assault, stalking, relationship violence please reach out to one of the resources below. Students can call from any campus.

24/7 Penn State Crisis Line: 877-229-6400

24/7 Crisis Text Line: Text "LIONS" to 741741

Assistance During Business Hours

Counseling and Psychological Services (CAPS): 814-863-0395

Gender Equity Center: 814-863-2027

Office of Sexual Misconduct Prevention & Response: 814-863-0342

University Health Services: 814-863-0774

Mental Health Crisis Intervention

Resources for Concerned Others

Consultation with Counseling and Psychological Services (CAPS) staff is available Monday - Friday from 8 a.m. - 5 p.m. by phone or appointment. Consultations are available for students, family members, faculty, staff, or any concerned person who wishes to talk with a CAPS professional about a student suffering from emotional stress, counseling referrals, or other issues. More information is available at <https://studentaffairs.psu.edu/counseling/crisis-intervention>.

Red Folder

The [Red Folder initiative](#) is a guide to help faculty, staff, and others who interact with students to recognize, respond effectively to, and refer distressed students at Penn State.

If a consultation is needed outside of CAPS normal business hours, please contact the Penn State Crisis Line at 1-877-229-6400.
Information For Faculty & Staff

Advice on Assisting Students

Visit the Red Folder website at redfolder.psu.edu for resources and guidelines.

Contact CAPS for a consultation

Visit our Mental Health Crisis Intervention page or contact the Penn State Crisis Line at 1-877-229-6400

Use our community provider locator database to locate private mental health care providers in Penn State communities.

Health Advocate Employee Assistance

[Health Advocate](#) is a free and voluntary resource that has been provided for benefits-eligible employees, their spouse, dependent children, parents, and parents-in-law. Eligible family members do not have to reside with the employee to participate.

Health Advocate offers two valuable services, accessible through one phone number, 866-799-2728.

EAP+Work/Life program

A licensed EAP professional can provide short-term counseling by phone, email, or in person to help you better cope with personal, family and work issues. You and your eligible members will still have up to 5 in-person visits per issue. On the work/life side, specialists can help you locate the right support services, from childcare and eldercare to legal and financial help.

Healthcare Help

You have unlimited access to a highly trained Personal Health Advocate (PHA), who can help you navigate the healthcare and insurance systems efficiently and dependably. The PHA can help you find the right providers, negotiate fees on uncovered medical bills, locate second opinions, provide cost comparisons for medical procedures and much more.

What is the employee assistance program (EAP)?

Penn State's EAP is a free, confidential employee and family resource to be used as a first line of defense for personal or work-related concerns for yourself or your family.

Penn State has contracted this program through Health Advocate, a leading EAP provider and the 2011 Global Winner of Workforce Magazine's Optimas Award in the Service category.

What are some of the features of the health advocate EAP?

- Available to all benefits-eligible employees, their spouse, dependent children, parents, and parents-in-law
- 24-hour assistance available, seven days a week by calling 866-799-2728

- Voluntary
- Completely Confidential

Health Advocate All-in-One Benefit includes personalized assistance with Healthcare issues, the EAP, as well as Work/Life concerns.

What are some of the reasons I would use EAP?

Healthcare help

- Find the right doctors, hospitals.
- Resolve benefits issues.
- Help to make informed decisions.
- Get your questions answered.
- Schedule tests, appointments
- Locate eldercare and support services.
- Secure second opinions
- Untangle claims and medical bills.

EAP + work/life

- Short-term, professional counseling
- Professional caring support
- Support with work/life issues
- Convenient online resources
- Coping assistance for family, marital, parenting, work issues
- Stress, depression, anxiety
- Anger, grief, and loss
- Drug and alcohol abuse
- Legal, financial concerns
- Time management

How often can I use EAP?

There is no limit to the number of times all benefits-eligible employees, their spouse, dependent children, parents, and parents-in-law can use the EAP. All EAP services have been pre-paid for by Penn State. There are no fees for calling the EAP or for your face-to-face visits with a local therapist (up to five free face-to-face visits per concern, with no limit to the number of concerns that may need to be addressed).

Call anytime!

You can call the toll-free number at **866-799-2728** anytime, 7 days a week. Visit the [HealthAdvocate](#) website for tools and resources.

