

Potentially Useful Campus Resources:

Office	Location	Contact Information	Hours	What We Do
Academic Advising Center (AAC)	Corner House 142 Woodland Street, 2 nd floor Worcester, MA	508 793 7468 http://www.clarku.edu/offices/aac/advising@clarku.edu <i>Jennifer Plante</i> Interim Director of Academic Advising jplante@clarku.edu	8:30a – 5:00p (M-F)	- Help students plan their academic programs through a coordinated set of activities and services. All new students are assigned a faculty advisor who helps them select courses and programs. - This is also the location of Disability Services (see full entry on page 4).
Career Services	Alumni House 122 Woodland Street, 2 nd & 3 rd floors Worcester, MA	508 793 7258 http://www.clarku.edu/offices/career/careers@clarku.edu <i>Vickie Cox-Lanyon</i> Director of Career Services vcoxlan@clarku.edu <i>Lee Goldstein</i> Associate Director of Career Services lgoldstein@clarku.edu	9:00a – 5:00p (M-F) * Need to schedule an appointment with a career counselor *1:00p – 3:00p M-F Quick Question Drop-In Hours (no appointment necessary)	- Help students assess their skills and interests. - Guide students in exploring career options. - Support students with internship, job and graduate school applications.
Center for Excellence in Teaching and Learning (CETL)		508 793 7386 http://www.clarku.edu/departments/cetl/cetl@clarku.edu <i>Marianne Sarkis</i> msarkis@clarku.edu <i>Matt Malsky</i> mmalsky@clarku.edu	9:00a – 5:00p (M) T-Thurs it is best to make an appointment. Email Marianne Sarkis at: msarkis@clarku.edu	- Offers a wide variety of programs and services to promote and enhance learning at Clark University
Counseling Services	501 Park Avenue Worcester, MA	508 793 7678 http://www.clarku.edu/offices/counseling/counseling@clarku.edu <i>Megan Kersting</i> Director	9:00a – 5:00p (M-F)	- Help students overcome interpersonal difficulties that develop into obstacles in the attainment of academic and/or personal goals.
Dean of Students	18 Downing Street, 1 st floor Worcester, MA	508 793 7423 dsoffice@clarku.edu <i>Kevin McKenna</i> kmckenna@clarku.edu <i>Adam Keyes</i> Interim Associate Dean of Students akeyes@clarku.edu <i>Erin McClintok</i> Assistant Dean of Students emcclintok@clarku.edu	9:00a – 5:00p (M-F)	- Responsible for coordinating services related to housing, residential life, intercultural student services, international student services, new student orientation, health services, student leadership and programming, personal counseling, wellness, and judicial affairs.

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Dean of the College	Geography Building, Room 206	508 793 7671 http://www.clarku.edu/offices/academicaffairs/deanofcollege/ deanofcollege@clarku.edu <i>Matt Malsky</i> mmalsky@clarku.edu	To schedule an appointment with the Dean, you should call Kim Fisher, Administrative Assistant to the Dean at extension 7671 or email her at: kifisher@clarku.edu	- Responsible for the development and implementation of undergraduate academic programs and policies.
Dean of Graduate Studies	Geography Building, Room 210	508 793 7676 http://clarku.edu/offices/academicaffairs/deanofgraduate/ <i>William Fisher</i> wfisher@clarku.edu	To schedule an appointment with the Dean, you should call Denise Robertson, Administrative Assistant to the Dean at extension 7676 or email her at: drobotson@clarku.edu	- Responsible for all aspects of Graduate education.
Dean of Research	Geography Building, Room 209B	508 793 7779 <i>Nancy Budwig</i> nbudwig@clarku.edu	To schedule an appointment with the Dean, you could call Tracy Leonard, Administrative Assistant to the Dean, at extension 7673 or email her at: trleonard@clarku.edu	- Responsible for all research centers and institutes and for all sponsored programs and research across campus.
Disability Services	Corner House 142 Woodland Street, 2 nd floor Worcester, MA	508 793 7468 http://www.clarku.edu/offices/aac/ada/advising@clarku.edu	8:30a – 5:00p (M-F)	- The coordinator of Disability Services works with students to coordinate academic accommodations and services on campus.
Goddard Library		508 793 7579 (Reference) 508 793 7461 (Circulation) http://www.clarku.edu/research/goddard/ goddardlibrary@clarku.edu	For the full and detailed listing of library hours, please see the library's website	- Many of the Library's resources are available online 24/7 - the catalog, databases, electronic references books, full text journals. - Collection requests, appointments for class instruction sessions, heavy-duty reference questions can come to us virtually or in-person, but they are best handled during the hours that staff are available.
Health Services	501 Park Avenue Worcester, MA	508 793 7467 http://www.clarku.edu/offices/health/about.cfm healthservices@clarku.edu	9:00a – 5:00p (M-F)	- Provides acute illness care, gynecological and contraceptive services, as well as health counseling and education. - The professional Health Services staff includes nurse practitioners, registered nurses and part-time physicians.

ID Card (Clark University OneCard)	22 Downing Street, 2 nd Floor Worcester, MA	508 793 7109 idcard@clarku.edu	The OneCard Office will issue an ID whenever there is a staff person in the office. Please call ahead to check our availability.	- OneCard acts as a key to the following on campus: - - residential and academic buildings - - meal plans - - Cash Card account - - Library card - - Kneller Athletic & Dolan Field House
Information Technology Services (ITS)	Academic Commons, Ground Floor of the Goddard Library	508 793 7745 (Helpdesk) helpdesk@clarku.edu	9:00a – 5:00p (M-F)	- Available to assist with, among other things, queries relating to software purchasing, e-mail account access, and accessing the internet.
International Students and Scholars Office	Dana Commons, 1 st floor	508 793 7362 http://www.clarku.edu/offices/oia/interstud@clarku.edu <i>Patty Doherty</i> Director pdoherty@clarku.edu 508 793 7762	8:30a – 5:00p (M-F)	- Develop and implement educational and co-curricular programs designed to heighten cultural awareness, appreciation of cultural diversity, and intercultural understanding for all students. - Handle and process visas for international people, including faculty, visiting researchers, and students.
Office of Sponsored Programs and Research	Geography Building, Room 209A	508 793 7765 http://www.clarku.edu/offices/research <i>Lisa Gandette</i> Coordinator of Sponsored Programs and Research lgaudette@clarku.edu Susan Puryear Sponsored Research Administrator spuryear@clarku.edu	9:00a – 5:00p (M-F)	- Responsible for the review, submission and acceptance of University-based research, educational, training, or technical assistance projects involving funds, materials, or other compensation from outside sources and/or require Institutional Review Board (IRB) approval.
President's Office	Geography Building, Room 202	508 793 7320 presidentsoffice@clarku.edu <i>David Angel</i> dangel@clarku.edu	To schedule an appointment with the President, you should call Joanne Miller, Executive Assistant to the President at extension 7320 or email her at: jmiller@clarku.edu	

Provost's Office	Geography Building, Room 212	<p>508 793 7673</p> <p>http://www.clarku.edu/offices/academic-affairs/provost/</p> <p><i>Davis Baird</i> dbaird@clarku.edu</p> <p><i>Debra Brenner</i> Administrative Assistant debbrenner@clarku.edu</p>	To schedule an appointment with the Provost, you could call Mare Plasse, Administrative Assistant to the Provost, at extension 7779 or email her at: mplasse@clarku.edu	The Provost is the chief academic officer of the university.
Residential Life and Housing (RLH)	22 Downing Street, 2 nd Floor Worcester, MA	<p>508 793 7453</p> <p>http://www.clarku.edu/offices/housing/housing@clarku.edu</p> <p><i>Adam Keyes</i> Interim Associate Dean of Students & Director of Residential Life and Housing akeyes@clarku.edu</p>	8:30a – 5:00p (M-F)	<ul style="list-style-type: none"> - All administrative processes associated with residential life are coordinated through the RLH Office. Specifically, room assignments, room selection, room changes, residence hall opening and closing, and damage restitution.
University Police	Bullock Hall, Basement,	<p>508 793 7575</p> <p>http://www.clarku.edu/offices/police/</p> <p><i>Stephen Goulet</i> Police Chief sgoulet@clarku.edu</p>	24 hours a day, seven days a week	<ul style="list-style-type: none"> - Besides patrolling campus, officers also patrol the surrounding streets. - They work in cooperation with the Worcester City Police to protect off-campus students and property.

For a complete alphabetical listing of all offices and resources on campus, please see: <http://www.clarku.edu/intranet/campusdirectory.cfm>