

## **Referral Guide for Student Concerns**

*from the Division of Student Affairs*

2014-2015

### **Please refer a student who is:**

***\* Emotionally distressed, physically ill, or suicidal***

Counseling, Health and Wellness Services (CHWS) x1555 [chws@pugetsound.edu](mailto:chws@pugetsound.edu)  
(after hours or if no answer, call Security Services x3311)

***\* In need of informing professors that s/he will be absent from class for a week or more due to sickness or family emergency***

Academic Advising x3250 [aa@pugetsound.edu](mailto:aa@pugetsound.edu)  
Dean of Students Office x3360 [dos@pugetsound.edu](mailto:dos@pugetsound.edu)

***\* In need of advice about medical or emergency withdrawal***

Sarah Shives, Assistant Dean of Students x3325 [sshives@pugetsound.edu](mailto:sshives@pugetsound.edu)  
Brad Tomhave, Registrar x3529 [btomhave@pugetsound.edu](mailto:btomhave@pugetsound.edu)

***\* In need of advice about a leave of absence, permanent withdrawal, or transfer to another school***

Academic Advising x3250 [aa@pugetsound.edu](mailto:aa@pugetsound.edu)  
Dean of Students Office x3360 [dos@pugetsound.edu](mailto:dos@pugetsound.edu)

***\* In need of advice about finances***

Maggie Mittuch, Director of Student Financial Services x3198 [mmittuch@pugetsound.edu](mailto:mmittuch@pugetsound.edu)

***\* In need of spiritual or religious support***

David Wright, University Chaplain x3374 [dwright@pugetsound.edu](mailto:dwright@pugetsound.edu)

***\* In need of assistance for a learning or physical disability, including short term injury***

Peggy Perno, Director of Student Accessibility & Accommodations, x2692 [pperno@pugetsound.edu](mailto:pperno@pugetsound.edu)

***\* In need of advice about choosing a major or discussing strategies for addressing academic warning or probation***

Faculty Advisor  
Landon Wade, Director of Academic Advising x3651 [lwade@pugetsound.edu](mailto:lwade@pugetsound.edu)  
Kelli Delaney, Assistant Director of Academic Advising x3336 [kdelaney@pugetsound.edu](mailto:kdelaney@pugetsound.edu)

***\* In need of releasing an Advisor Meeting Registration Hold to register because her/his advisor is unavailable or on leave***

Academic Advising x3250 [aa@pugetsound.edu](mailto:aa@pugetsound.edu)

***\* In need of advice about career opportunities or career counseling***

Career and Employment Services x3161 [ces@pugetsound.edu](mailto:ces@pugetsound.edu)

***\* In need of information about graduate scholarships and national fellowships***

Sharon Chambers-Gordon, Center for Writing and Learning x3329 [scgordon@pugetsound.edu](mailto:scgordon@pugetsound.edu)

(over)

***\*Making a complaint about a grade or a faculty member***

Department Chair

Brad Tomhave, Registrar x3529 [btomhave@pugetsound.edu](mailto:btomhave@pugetsound.edu)

***\*Making a sexual harassment complaint or a complaint about discrimination based on religion, race, age, disability, sexual orientation, etc.***

Kris Bartanen, Academic Dean x3205 [acadvp@pugetsound.edu](mailto:acadvp@pugetsound.edu)

Michael Benitez, Chief Diversity Officer x3929 [mbenitez@pugetsound.edu](mailto:mbenitez@pugetsound.edu)

Debbie Chee, Director of Residence Life x2640 [dchee@pugetsound.edu](mailto:dchee@pugetsound.edu)

Grace Kirchner, Faculty Sexual Harassment Ombudsperson x3785 [kirchner@pugetsound.edu](mailto:kirchner@pugetsound.edu)

Sunil Kukreja, Associate Academic Dean x3588 [kukreja@pugetsound.edu](mailto:kukreja@pugetsound.edu)

Cindy Matern, Associate Vice President for Human Resources x3116 [cmatern@pugetsound.edu](mailto:cmatern@pugetsound.edu)

Nancy Nieraeth, Employment and People Dev. Dir. x3541 [nnieraeth@pugetsound.edu](mailto:nnieraeth@pugetsound.edu)

Czarina Ramsay, Director of Multicultural Student Services x3373 [cramsay@pugetsound.edu](mailto:cramsay@pugetsound.edu)

Mike Segawa, Dean of Students x3360 [msegawa@pugetsound.edu](mailto:msegawa@pugetsound.edu)

Sarah Shives, Assistant Dean of Students x3325 [sshives@pugetsound.edu](mailto:sshives@pugetsound.edu)

**Please report a student who is:**

***\* In a life-threatening situation or is posing an imminent threat to self or others***

Security Services x3311

***\* Out of class for unknown reasons***

Academic Advising x3250 [aa@pugetsound.edu](mailto:aa@pugetsound.edu)

***\* Suspected of being missing***

Dean of Students Office x3360 [dos@pugetsound.edu](mailto:dos@pugetsound.edu)

Security Services x3311

***\* Alleged to have violated the Academic Honesty Policy***

Brad Tomhave, Registrar x3529 [btomhave@pugetsound.edu](mailto:btomhave@pugetsound.edu)

***\* Alleged to have violated the Computer and Network Acceptable Use Policy***

Mark Young, Director of Network and Server Systems x8576 [myoung@pugetsound.edu](mailto:myoung@pugetsound.edu)

***\* Alleged to have violated the Student Integrity Code***

Sarah Shives, Assistant Dean of Students x3325 [sshives@pugetsound.edu](mailto:sshives@pugetsound.edu)

**To report a student death:**

Mike Segawa, Dean of Students x3360 [msegawa@pugetsound.edu](mailto:msegawa@pugetsound.edu)

PLEASE FEEL FREE TO REFER ANY STUDENT  
TO THE DEAN OF STUDENTS OFFICE FOR ASSISTANCE  
Wheelock Student Center Room 208  
x3360 [dos@pugetsound.edu](mailto:dos@pugetsound.edu)  
<http://www.pugetsound.edu/student-life/dean-of-students-office>