





# Faculty of Arts Dean's Office Team

The Faculty of Arts is supported by a team on the first and third floors of Jorgenson Hall. Together, we strive to provide exceptional client service, tools and support to achieve the goals and unique initiatives that contribute to the success of the Faculty of Arts. That team provides support to faculty, students and partners through services such as academic support, research assistance, student life services, administrative support, financial services, faculty events and communications.


## Dean of Arts




	<p><b>Pamela Sugiman</b> Dean, Faculty of Arts</p>	<ul style="list-style-type: none"> <li>provides leadership and oversight to academic and non-academic priorities of the Faculty of Arts</li> </ul>	<p>Ext. 4040 JOR-112 <a href="mailto:sugiman@arts.ryerson.ca">sugiman@arts.ryerson.ca</a></p>
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## Graduate Studies and Research



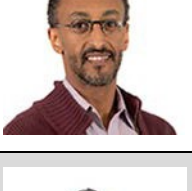

	<p><b>Patrizia Albanese</b> Associate Dean, Research &amp; Graduate Studies</p>	<ul style="list-style-type: none"> <li>supports faculty in their research, scholarly, and creative endeavors</li> <li>provides leadership alongside graduate program directors in the areas of research, funding, and student issues</li> </ul>	<p>Ext. 6526 JOR-110 <a href="mailto:palbanes@soc.ryerson.ca">palbanes@soc.ryerson.ca</a></p>
	<p><b>Zehra Shah</b> Research Accounts Support Officer</p>	<ul style="list-style-type: none"> <li>provides individual researchers with administrative, financial, and technical support</li> <li>monitors accounts and provides reports</li> <li>coordinates the recruitment and hiring process for temporary research staff</li> </ul>	<p>Ext. 4194 JOR-111 <a href="mailto:Syeda.z.shah@ryerson.ca">Syeda.z.shah@ryerson.ca</a></p>
	<p><b>Alvin Ying</b> Data Administrator</p>	<ul style="list-style-type: none"> <li>coordinates all data and information related to researchers, research support, grad points, TA support, new Initiatives, grants, and special project grants</li> </ul>	<p>Ext. 4970 JOR-127 <a href="mailto:aying@ryerson.ca">aying@ryerson.ca</a></p>

## Undergraduate Studies and Student Services

	<p><b>Dr. Kathleen Kellett</b> Associate Dean, Students and Undergraduate Studies</p>	<ul style="list-style-type: none"> <li>provides leadership in all academic matters and activities relating to undergraduate programming in Arts</li> <li>in consultation with internal partners, develops and implements strategies to enhance programs, curricular development, and new approaches to student support and advancement</li> <li>directs and provides strategic planning for the Arts Student Experience Centre</li> </ul>	<p>Ext. 6196 JOR-118 <a href="mailto:kkellett@ryerson.ca">kkellett@ryerson.ca</a></p>
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	<p><b>Jill Careless</b> Community Liaison / Experiential Learning Coordinator</p>	<ul style="list-style-type: none"> <li>provides support to students and faculty in the area of co – curricular experiential learning locally and internationally. She works with students as they bridge their experiences in the classroom with meaningful opportunities in the community and abroad, supporting these experiences with training and reflection</li> </ul>	<p>Ext. 4798 POD-344-J <a href="mailto:jill.careless@ryerson.ca">jill.careless@ryerson.ca</a></p>
	<p><b>Ruth Frolic</b> Personal Counselor</p>	<ul style="list-style-type: none"> <li>provides individual and group psychotherapy to Arts students who are dealing with a range of personal issues and teaches students life skills</li> <li>consults with faculty and staff on crisis intervention, risk assessment, and referrals for treatment</li> </ul>	<p>Ext. 4847 POD-344-H <a href="mailto:rfrolic@ryerson.ca">rfrolic@ryerson.ca</a></p>
	<p><b>Stephen Kassim</b> Manager Student Relations and Development</p>	<ul style="list-style-type: none"> <li>works closely with the Office of the Dean, FOA Student Groups, and the Ryerson Liberal Arts Student Society to enhance the branding of the Faculty and improve the quality of student life</li> </ul>	<p>Ext. 2124 POD-344-M <a href="mailto:Stephen.kassim@ryerson.ca">Stephen.kassim@ryerson.ca</a></p>
	<p><b>Dr. Reena Tandon</b> Curricular Service Learning Coordinator</p>	<ul style="list-style-type: none"> <li>develops academic community-engaged learning experiences and provides consultation to faculty to integrate experiential components for students in their courses</li> <li>develops partnerships and projects that meet the needs of different stakeholders and supports these initiatives with training and development</li> </ul>	<p>Ext. 5321 POD-344-D <a href="mailto:rtandon@arts.ryerson.ca">rtandon@arts.ryerson.ca</a></p>
	<p><b>Sonny Wong</b> Career Counselor</p>	<ul style="list-style-type: none"> <li>provides individual counselling and group facilitation to Arts students to assist with developing healthy career identities</li> <li>provides consultation to faculty to identify the educational and career needs of students in specific programs</li> <li>creates and delivers career development programs, events, and resources</li> </ul>	<p>Ext. 2141 POD-344-K <a href="mailto:sonny.wong@ryerson.ca">sonny.wong@ryerson.ca</a></p>
	<p><b>Elisa Wreford</b> Undeclared Arts &amp; Liberal Studies Administrator</p>	<ul style="list-style-type: none"> <li>oversees Liberal Studies for all undergraduate programs at Ryerson and is the point of contact with respect to all Liberal Studies transfer credits, course directives, course substitutions and letters of permission.</li> <li>provides one-on-one advising to students with Undeclared Arts</li> </ul>	<p>Ext. 5093 JOR-123 <a href="mailto:Elisa.wreford@ryerson.ca">Elisa.wreford@ryerson.ca</a></p>
	<p><b>Avala Moore</b> Student Liaison Administrator</p>	<ul style="list-style-type: none"> <li>acts as a resource for students who are interested in becoming engaged within Arts and the wider Ryerson community.</li> <li>plays a lead role for Arts student enrolment workshops and orientation and is a key resource for all student initiatives.</li> </ul>	<p>Ext. 2718 JOR 344M <a href="mailto:avalamoores@ryerson.ca">avalamoores@ryerson.ca</a></p>

## Operational Leadership

	<p><b>Sharmaine McKenzie</b> Director, Operations and Strategic Initiatives</p>	<ul style="list-style-type: none"> <li>provides leadership to develop, strengthen and implement effective operational systems</li> <li>responsible for human resources planning, physical resources, communications and reporting</li> <li>provides effective and efficient management of non-academic projects, activities and services</li> </ul>	<p>Ext. 2266 JOR-116 <a href="mailto:smckenzie@ryerson.ca">smckenzie@ryerson.ca</a></p>
	<p><b>Julia Davydova</b> Creative and Digital Communications Coordinator</p>	<ul style="list-style-type: none"> <li>Oversees the design and production of marketing and communication materials</li> <li>Designs and develops content for the web</li> </ul>	<p>Ext. 3323 JOR-119 <a href="mailto:jdavydova@arts.ryerson.ca">jdavydova@arts.ryerson.ca</a></p>
	<p><b>Greg Fiorido</b> Finance Manager</p>	<ul style="list-style-type: none"> <li>provides practical and progressive financial solutions</li> <li>collaborates with department leads and staff on budgeting, reconciliation and financial reporting</li> </ul>	<p>Ext. 5092 JOR-115 <a href="mailto:gfiorido@ryerson.ca">gfiorido@ryerson.ca</a></p>
	<p><b>Mike MacDonald</b> IT Team</p>	<ul style="list-style-type: none"> <li>IT lead, provides oversight to the Faculty of Arts IT infrastructure</li> <li>supports faculty and staff to find solutions to their IT needs</li> </ul>	<p>Ext. 557328 POD-357 <a href="mailto:help@arts.ryerson.ca">help@arts.ryerson.ca</a></p>
	<p><b>Dereje Mekeuria</b> IT Team</p>	<ul style="list-style-type: none"> <li>supports faculty and staff to find solutions to their IT needs</li> </ul>	<p>Ext. 557422 POD-357 <a href="mailto:help@arts.ryerson.ca">help@arts.ryerson.ca</a></p>
	<p><b>Ricardo Gomez-Hervis</b> IT Team</p>	<ul style="list-style-type: none"> <li>supports faculty and staff to find solutions to their IT needs</li> </ul>	<p>Ext. 552740 POD-357 <a href="mailto:help@arts.ryerson.ca">help@arts.ryerson.ca</a></p>
	<p><b>Kathryn Rowan</b> Manager, Academic Administration</p>	<ul style="list-style-type: none"> <li>provides senior administrative support to the Dean</li> <li>acts as a subject matter expert on academic administration, administers the Faculty's RFA and CUPE collective agreements, and coordinates faculty affairs-related processes and committees</li> </ul>	<p>Ext. 7155 JOR-113 <a href="mailto:krowan@ryerson.ca">krowan@ryerson.ca</a></p>

	<p><b>Tanya Nebesna</b> Front Office Administrator</p>	<ul style="list-style-type: none"> <li>acts as first point of contact for queries and requests from faculty, staff, students, and the public</li> <li>facilitates the efficient day-to-day operations of the Dean's office by providing administrative support and reception services</li> <li>provides support on Dean of Arts events</li> </ul>	<p>Ext. 4040 JOR-100 <a href="mailto:tnebesna@ryerson.ca">tnebesna@ryerson.ca</a></p>
	<p><b>Elishah Velji</b> Assistant to the Dean</p>	<ul style="list-style-type: none"> <li>oversees the scheduling of the Dean's calendar</li> <li>provides administrative support to the office of the Dean</li> <li>assists with faculty level processes including appeals, committees, faculty awards</li> <li>oversees announcement circulation to the Arts faculty plus</li> </ul>	<p>Ext. 7143 JOR-114 <a href="mailto:elishah.velji@ryerson.ca">elishah.velji@ryerson.ca</a></p>
	<p><b>Hayden King</b> Special Advisor to the Dean on Indigenous Education and Director of the Centre for Indigenous Governance</p>	<ul style="list-style-type: none"> <li>works within the Faculty to create an atmosphere where Indigenous knowledge is privileged</li> <li>promotes Indigenous education pedagogies, research methodologies, and the importance of Indigenous perspectives across disciplines</li> <li>spearheads meaningful, practical and sustainable Indigenous-focused curricular offerings</li> </ul>	<p>Ext. 543483 JOR-122 <a href="mailto:Hayden.king@ryerson.ca">Hayden.king@ryerson.ca</a></p>
	<p><b>Louise Patry</b> TAI Administrator</p>	<ul style="list-style-type: none"> <li>provides administrative and data support for the Teaching Assignment processes</li> <li>liaises with Department and Program Administrators to update and maintain information about the teaching assignments of all Arts departments in designated system; and acts as the administrative resource for Liberal Studies.</li> </ul>	<p>Ext. 3869 JOR-120 <a href="mailto:louise.patry@ryerson.ca">louise.patry@ryerson.ca</a></p>
	<p><b>John Beebe</b> Senior Advisor, Democratic Engagement</p>	<ul style="list-style-type: none"> <li>Drives the success of the Democratic Engagement Exchange by leading the development and implementation of overall strategy, resource development, program development and implementation of all activities related to the Exchange's core mission</li> <li>Supports the development and delivery of evidence-based tools and programs to foster democratic engagement</li> <li>Collaborates with Ryerson faculty and staff to support research initiatives; and serves as a champion for efforts to build inclusive and robust democratic institutions</li> </ul>	<p>Ext. 3454 POD-469D <a href="mailto:john.beebe@arts.ryerson.ca">john.beebe@arts.ryerson.ca</a></p>
	<p><b>Yumi Numata</b> Communications &amp; Development Coordinator, Yellowhead Institute</p>	<ul style="list-style-type: none"> <li>Provides administrative oversight, project planning, finance management and works to develop digital and print materials that are consistent with the overall communication strategy.</li> </ul>	<p>Ext. 3684 JOR-120 <a href="mailto:ynumata@ryerson.ca">ynumata@ryerson.ca</a></p>

## Ryerson Partners and Consultants

	<p><b>Renee Gordon</b> HR Recruiting</p>	<ul style="list-style-type: none"> <li>• coordinates the recruitment and selection process for academic and administrative employees within Arts</li> <li>• reviews vacancy postings, assists with creation of selection criteria and interview questions, and conducts referencing</li> </ul>	<p>Ext. 6978 1 Dundas_ <a href="mailto:renee.gordon@ryerson.ca">renee.gordon@ryerson.ca</a></p>
	<p><b>Janet Jardine</b> Marketing and Creative Services</p>	<ul style="list-style-type: none"> <li>• enhances our reputation through the development of communications and marketing materials</li> <li>• ensures a consistent look, feel, and tone in Faculty and Department marketing and communications materials</li> </ul>	<p>Ext. 6098 415 Yonge_ <a href="mailto:jjardine@ryerson.ca">jjardine@ryerson.ca</a></p>
	<p><b>Davina Chan</b> Senior HR Management Consultant (HRMC)</p>	<ul style="list-style-type: none"> <li>• acts as first point of contact with HR matters for the Faculty of Arts</li> <li>• partners with the Dean's Office and department leads to develop and implement best practice HR programs, policies, and systems</li> </ul>	<p>Ext. 7576 JOR-108, Mon-Thurs <a href="mailto:Davina.chan@ryerson.ca">Davina.chan@ryerson.ca</a></p>
	<p><b>Sheel Sarkar</b> Total Compensation</p>	<ul style="list-style-type: none"> <li>• collaborates with department leads to update and create job descriptions</li> </ul>	<p>Ext. 4145 1 Dundas_ <a href="mailto:s4sarkar@ryerson.ca">s4sarkar@ryerson.ca</a></p>
	<p><b>Robert Dixon</b> UA, Director Development</p>	<ul style="list-style-type: none"> <li>• Provides strategic direction for the development (fundraising) priorities for the Faculty of Arts and departments.</li> <li>• Builds relationships with individual, foundation and corporate partners to advance the academic priorities for Arts.</li> </ul>	<p>Ext. 4796 JOR-121, Mon-Thurs <a href="mailto:robert.dixon@ryerson.ca">robert.dixon@ryerson.ca</a></p>
	<p><b>Nikki Waheed</b> Career Consultant (Career Services)</p>	<ul style="list-style-type: none"> <li>• provides assistance to students with job search methodologies</li> <li>• builds and nurtures employer relations across a broad range of sectors to support Arts students with employability skills</li> </ul>	<p>Ext. 3653 POD-344-F, Tues-Thurs <a href="mailto:Nikki.waheed@ryerson.ca">Nikki.waheed@ryerson.ca</a></p>
	<p><b>Zeinab Alamagan</b> Campus Engagement Specialist</p>	<ul style="list-style-type: none"> <li>• Designs, develops, delivers and evaluates recruitment offerings and career education programs aimed at connecting sector specific employers with faculty of arts students and faculty.</li> <li>• Develops and promotes key partnerships with employers.</li> <li>• Provides support and administration to improve delivery of service.</li> </ul>	<p>Ext. 6622 <a href="mailto:zeinabala@ryerson.ca">zeinabala@ryerson.ca</a> JOR-108</p>