### Vice-Provost, Students – Administration

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Phone 1</th>
<th>Phone 2</th>
<th>Email</th>
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<tbody>
<tr>
<td>Tim Rahilly</td>
<td>Vice-Provost</td>
<td>Tel 24004</td>
<td>Tel 24170</td>
<td>Email <a href="mailto:trahilly@sfu.ca">trahilly@sfu.ca</a></td>
</tr>
<tr>
<td>Sonia Parissenti</td>
<td>Secretary to the Vice-Provost</td>
<td>Tel 23941</td>
<td>Tel 29013</td>
<td>Email <a href="mailto:avps@sfu.ca">avps@sfu.ca</a></td>
</tr>
<tr>
<td>Eugenie Ko</td>
<td>Director, Administration Student Services</td>
<td></td>
<td></td>
<td>Email <a href="mailto:eugenie_ko@sfu.ca">eugenie_ko@sfu.ca</a></td>
</tr>
<tr>
<td>tba</td>
<td>Director, Operations, Planning and Projects</td>
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<td>Email</td>
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### Athletics and Recreation

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<tbody>
<tr>
<td>Theresa Hanson</td>
<td>Senior Director Athletics and Recreation</td>
<td>Tel 24080</td>
<td>Tel 23613</td>
<td>Email <a href="mailto:theresa_hanson@sfu.ca">theresa_hanson@sfu.ca</a></td>
</tr>
<tr>
<td>Sue Griffin</td>
<td>Director of Advancement</td>
<td></td>
<td></td>
<td>Email <a href="mailto:sue_griffin@sfu.ca">sue_griffin@sfu.ca</a></td>
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**Athletics**

- We provide facilities and programs for students, staff and faculty to maintain a life-long habit of social physical activity. We offer classes, intramurals, sport clubs, and our CLAN teams of varsity athletes in 14 programs, which compete in Canadian and US university leagues.

**Recreation**

- Classes and programs in fitness and recreation, certification programs, intramural leagues, management of the fitness centre and summer community programs.

### Registrar and Student Enrollment Services

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<th>Name</th>
<th>Position</th>
<th>Phone 1</th>
<th>Phone 2</th>
<th>Email</th>
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<tbody>
<tr>
<td>Rummana Khan Hemani</td>
<td>Registrar and Executive Director Student Enrollment</td>
<td>Tel 24176</td>
<td>Tel 23108</td>
<td>Email <a href="mailto:khan@sfu.ca">khan@sfu.ca</a></td>
</tr>
<tr>
<td>Tina Edmundson</td>
<td>Administrative Assistant to the Registrar</td>
<td>Tel 26930</td>
<td></td>
<td>Email <a href="mailto:bedmunds@sfu.ca">bedmunds@sfu.ca</a></td>
</tr>
<tr>
<td></td>
<td>Registrar and Information Services Help Line</td>
<td></td>
<td></td>
<td>Email <a href="mailto:reg_info@sfu.ca">reg_info@sfu.ca</a></td>
</tr>
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</table>

**Admissions**

- Evaluation of applications for admission and assessment of transfer credit for all new students to meet university enrollment targets.

**Financial Aid and Awards**

- Advising on financial aid, including scholarships, awards, government student loans, bursary and work-study funding administered through SFU and external sources. Works with University Advancement to develop terms of reference from donor funding.

**Information, Records and Registration**

- **RIS**: Information and assistance to students at our front-line offices in Burnaby, Surrey and Vancouver, including collecting fees, assisting with enrollment, issuing Library/ID, U-Pass and Surrey Access cards, issuing official transcripts, and helping with official paperwork. Vancouver also manages enrollment for non-credit courses at Harbour Centre.

- **Records**: Long term retention of undergraduate student academic records. Registration processes and reports grades, produces transcript, end of term evaluation, graduation, advises faculty and staff on policies and procedures. Trains staff outside of Student Services on policies and procedures pertaining to records and registration.

- **Schedules**: Responsible for the coordination of course, exam and room scheduling functions for SFU’s learning spaces.

- **U-Pass BC Program**: Administer the U-Pass BC program at SFU and liaises with representatives at other post-secondary institutions and Translink on the future of the U-Pass BC program.

**Senate and Academic Services**

- Matters relating to the management, communication and integrity of Senate and Senate Committee activities. This includes decisions related to student academic progress, withdrawals for extenuating circumstances, curriculum and policy development, student conduct/academic integrity, appeals and disciplinary processes, publication of the academic Calendar and the coordination of convocation.

**Student Financials**

- Administration of student financials for the University, Student Societies, Government and Sponsors.

### Contact Us

- Visit [www.sfu.ca/students/source/contact](http://www.sfu.ca/students/source/contact)
### Student Affairs

| **Centre for Students with Disabilities** | Provision of accommodations to minimize or eliminate barriers (psychological, physical, or learning). Liaison and consultation with students, faculty and broader community regarding issues related to disabilities. | Mitchell Stoddard, Director  
Tel 23313  
Email mitchell_stoddard@sfu.ca |
|---|---|---|
| **Health and Counselling Services** | Promotion of mind-body wellness with responsive, professional services in health care, counselling, physiotherapy, and outreach programs.  
**Health Clinics:** Physicians, nurses, physiotherapy and psychiatric care for students offered through health clinics operating like a family practice. General health care is provided as well as specialties in mental health, sexual health and crisis support.  
**Counselling Services:** Individual counselling, group counselling, and referrals to community resources. Consultation and courses offered to the staff and faculty for supporting students in distress, suicide prevention, critical incident debriefing and by special request.  
**Health Promotion:** Facilitation of and consultation for the “Healthy Campus Community Initiative”, including Wellbeing in Academic Settings, Learning environments, Policy, Spaces and more. These initiatives are geared towards faculty and staff. Outreach and support provided by Health Peer Educators. | Martin Mroz, Director  
Tel 23692  
Email martin_mroz@sfu.ca  
Tammy Blackwell,  
Manager of Clinical Health Services  
Tel 24553  
Email tblackwe@sfu.ca  
Lisa Eisen, Acting Associate Director of Counselling Services  
Tel 23197  
Email leisen@sfu.ca  
Tara Black,  
Associate Director of Health Promotion  
Tel 24587  
Email tblack@sfu.ca |
| **Indigenous Student Centre** | Support for First Nations, Inuit, and Métis students through First Nations Recruiter, programs, ceremonies, and resources made available to all self-identified Aboriginal students. | Marcia Guno, Director  
Tel 23555  
Email marcia_guno@sfu.ca |
| **Interfaith Centre** | An ecumenical and interfaith chaplaincy of six chaplains representing the Christian faith and other religions. A meeting space and a spectrum of social and spiritual services for the entire SFU community—students, staff and faculty. | Victor Thomas, Director  
Tel 23180 or 604.376.4263  
Email vthomas@sfu.ca |
| **International Services for Students** | Intercultural/transitional programs and immigration support for international students, as well as support for all SFU students in international mobility programs, such as exchanges and field schools. | Carolyn Hanna, Director  
Tel 27219  
Email clong@sfu.ca |
| **Residence and Housing** | Provides student-community-focused housing options on the Burnaby Campus and Downtown Vancouver, which include traditional single residences, townhouses, studio suites, and one and two bedroom apartments. Guest accommodation options are available via the Simon Hotel, which is located on the Burnaby campus. | Tracey Mason-Innes, Director  
Tel 24535  
Email tmasonin@sfu.ca |
| **Work Integrated Learning / Co-operative Education** | A work-integrated educational program available to students in all Faculties, providing opportunities for paid work terms with government, not-for-profit, private and public sector employers. | Muriel Klemetski, Director  
Tel 22181  
Email klemetsk@sfu.ca |
# Student Success and Strategic Support

<table>
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<th><strong>Student Success and Strategic Support</strong></th>
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<tbody>
<tr>
<td><strong>Leanne Dalton</strong></td>
</tr>
<tr>
<td>Senior Director (acting)</td>
</tr>
<tr>
<td><strong>Tel 27367</strong></td>
</tr>
<tr>
<td><strong>Email <a href="mailto:ldalton@sfu.ca">ldalton@sfu.ca</a></strong></td>
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</table>

**Academic Advising**
Advising on program planning and declaring a major. Advising for students with a declared major takes place within academic departments. Also assisting students having academic difficulty.

Annette Santos, Director
Tel 22377  Email avsantos@sfu.ca

**Back on Track**
Opportunity for students in academic difficulty to assess academic choices, analyze challenges, strengthen skills and develop strategies for future academic and personal success.

Steve Birnie, Manager Retention Programs
Tel 22228  Email sbirnie@sfu.ca

**Business and Policy Analysis**
Student Services project coordination and business process, procedure and policy analysis and review, in addition to providing the University community with data and analysis related to admissions and other Student Services activities.

Paul Godman, Director (acting)
Tel 24932  Email paul_godman@sfu.ca

**Career and Volunteer Services**
Career related support to current students and recent graduates that focuses on gaining clarity and in acting with intention. Support is provided through workshops and one-to-one sessions. Career fairs, employer information sessions, and other career events are also hosted.

Tony Botelho, Director
Tel 22191  Email botelho@sfu.ca

**Communication Services**
Print and web publishing services to Student Services departments. Manage the student services website.

Byron Henry, Director
Tel 23214  Email byron_henry@sfu.ca

**Strategic Enrollment Management Liaison**
Drives and supports communication and collaboration across the institution pertaining to strategic enrollment management objectives, including student recruitment, engagement, retention and completion.

Kathryn Verkerk, Director SEM Liaison (acting)
Tel 24147  Email kathrynt@sfu.ca

**Student Central and Centre for Student Engagement**
Places for prospective students, newly admitted students, parents, visitors and guests, host campus tours, providing a positive first impression about the University and its services.

Molly Kirsch, Manager (acting)
Tel 26754  Email mmc24@sfu.ca

**Student Engagement and Retention**
Student Engagement provides students with leadership opportunities through personal and professional development programs. Student Retention helps students plan their academic program. We also assist students in academic difficulty with options and resources.

Annette Santos, Director
Tel 22377  Email avsantos@sfu.ca

**Student Recruitment and Transition**
Marketing SFU to prospective students around the world to achieve a diverse student body with the potential for high academic achievement.

Bing Lee, Director
Tel 24051  Email bleea@sfu.ca