

The Office of Student Affairs

The [Office of Student Affairs](#) (OSA) is happy to help you with your academic and student life needs. For questions or assistance, please email us, call or come by the Student Affairs office on second floor of the new BGCME building.

We support individual students and student groups throughout their medical school years. The main student-related activities are organized through this office including orientations, the White Coat ceremony, preparation for residency application, including the creation of the Medical Student Performance Evaluation (MSPE) letter (also known as the Dean's letter), ERAS support, Match Day coordination, and Graduation events.

In conjunction with the [Learning Communities \(Houses\)](#), Student Inclusion & Diversity, and Student Wellness, the Office of Student Affairs provides academic, career, and personal counseling and advice. The office can also arrange for special tutorial assistance or referral for formal learning evaluations.

Other responsibilities of the office include:

- Oversight of student health, wellness, and the learning environment through the Office of Student Wellness and the Learning Environment Enrichment Group (LEEG)
- Access to individual and group mentoring and coaching
- Access to individual, couple and group counseling
- Acting as the contact point for Association of American Medical Colleges (AAMC)
- Providing advising and/or administrative support to the student government, Honor Council, Promotions Committee, AOA, and the Gold Humanism Honor Society
- Coordination of the Early Academic Referral and Support (EARS) Program
- Development and delivery of the Year 1 LAUNCH course as an introduction to medical school
- Facilitation of the transition from the classroom setting to the clinical setting

Student Affairs Contacts

| Title | Name | Email |
|--|--------------------------|--|
| Associate Dean of Student Affairs | Marcia Wofford, MD | mwofford@wakehealth.edu |
| Associate Dean of Student Inclusion & Diversity | Brenda Latham-Sadler, MD | blsadler@wakehealth.edu |
| Director of Student Affairs | Bernard Roper, PhD | broper@wakehealth.edu |
| Assistant Director of Student Affairs | Nicole Allen | chaallen@wakehealth.edu |
| Education Specialist, Student Affairs | Stacy Schmauss | sschmaus@wakehealth.edu |
| Student Affairs Project Coordinator (Year 1 &2) | LaMonica Ames | lames@wakehealth.edu |
| Student Affairs Special Projects Coordinator (Year 3) | Betty B. Smith | bbsmith@wakehealth.edu |
| Student Affairs Special Projects Coordinator (Year 4) | Julie M. Johnson | jujohns@wakehealth.edu |
| Student Affairs Project Coordinator (SID) | Timmery Cook | trcook@wakehealth.edu |
| Program Coordinator for Student Inclusion & Diversity/ Learning Communities Houses | Delia Rhodes | drhodes@wakehealth.edu |

Quick Reference guide

| TYPE OF CONCERN | RESOURCES |
|--|---|
| Advice about where to seek help regarding personal or professional issues, career advising or mistreatment | OSA (see above) |
| Advice about where to seek help regarding disabilities | Director of Student Affairs (see above) |
| Concerns about the calendar or curriculum | Preclinical: <ul style="list-style-type: none"> • Coordinator: Niki Boggs nboggs@wakehealth.edu • Faculty Leader: Dr. Patrick Reynolds, preynold@wakehealth.edu Clinical <ul style="list-style-type: none"> • Coordinator: Jon Goforth jrgofort@wakehealth.edu • Faculty Leader: Dr. Kim Askew, kaskew@wakehealth.edu |
| Concerns about academic performance | EARS (Early Academic Referral and Support) Associate Dean of SA (see above) Director of SA (see above) |
| Concerns about professionalism performance | PERS (Professionalism Early Referral and Support) Associate Dean of SA (see above) Director of SA (see above) |
| Diversity and Inclusion | Office of Student Inclusion and Diversity |
| Extracurricular help | OSA (see above) |
| Financial Concerns | Office of Financial Services |
| Mental Health | Director of Student Counseling Program (see above) |
| Mistreatment (reporting) | Any associate dean, student advisor, clerkship director or faculty leader Assistant Director of SA (see above) |
| Physical Health | Director of Student Health and Effectiveness program: Mark Knudson, MD mknudson@wakehealth.edu |
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| Sexual Assault or Interpersonal Violence | SOPR |
| Spiritual Support | Chaplain Emily B. Viverette, Director of Faith Health Education: eviveret@wakehealth.edu or 336- 716-3410 Division of Faith and Health Ministries |
| Concerns about transcript or student records | Office of Student Records |
| Substance Use and other Addictions | Director of Student Health and Effectiveness program: Mark Knudson, MD mknudson@wakehealth.edu |
| Wellness Support | Student Wellness program |