

SCHOOL OF GRADUATE STUDIES

The School of Graduate Studies at Bridgewater State College offers an array of graduate degree, licensure, and certificate programs to meet the needs of students from around the world. Led by scholars, researchers, teachers, and practitioners from the graduate faculty, BSC's offerings include a variety of nationally accredited master's degree programs in professional studies, education, arts and sciences, and management. Working in close collaboration with the Schools of Arts and Sciences, Business, and Education and Allied Studies, the School of Graduate Studies ensures high-quality, research-based, stimulating, and intellectually challenging educational experiences to those who seek expertise and leadership in their professions and a commitment to life-long learning and scholarship.

**School of Graduate Studies
Maxwell Library, Rm. 019
Bridgewater State College
Bridgewater, MA 02325**

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School of
Graduate Studies

A Higher Degree of Excellence.

SCHOOL OF GRADUATE STUDIES STAFF DIRECTORY

Hours of Operation:

Monday through Thursday

8 AM to 7:30 PM

Friday

8 AM to 5 PM

(when classes are in session)

Monday through Friday

8 AM to 5 PM

(when classes are not in session)

508.531.1300

gradschool@bridgew.edu

SCHOOL OF GRADUATE STUDIES STAFF DIRECTORY

DR. WILLIAM SMITH is the dean of the School of Graduate Studies, responsible for oversight of all graduate level activities including admissions and off-campus programs.

CONTACT: 508.531.2809.

DR. RAYMOND GUILLETTE serves as the assistant dean for enrollment management and is responsible for the day-to-day operations of the graduate admissions office. He works with the admissions representatives to review graduate applications, recruits and advises international students, and provides support to School of Graduate Studies' coordinators, faculty, and staff on matters relating to student services and academic issues.

CONTACT: 508.531.2919, RGUILLETTE@BRIDGEW.EDU.

TISA COHANE is the director of graduate school Services and Off-Campus Programs. She works collaboratively with the academic schools and administrative offices to provide support and services for graduate students. She also maintains oversight of Off-Campus Programs operations, managing the administrative and operational process of delivering graduate credit-based course work to off-campus locations around the state.

CONTACT: 508.531.6143, TCOHANE@BRIDGEW.EDU.

PATRICIA HENNESSEY is associate director for graduate student services & business operations and is responsible for providing student services support. She provides general academic information for all graduate and

certificate programs, advises on the admissions process, resolves issues related to graduate student services, and coordinates the orientation program.

CONTACT: 508.531.1795, PHENNESSEY@BRIDGEW.EDU.

DARREN MACDONALD is the associate director of Off-Campus Programs. He serves as a liaison between off-campus faculty instructors and the School of Graduate Studies. He provides assistance to school districts and organizations interested in on-site graduate courses and schedules programs and courses accordingly. He is a resource to graduate students enrolled in off-campus programs, acting as a link to the BSC campus.

CONTACT: 508.531.1263, DARREN.MACDONALD@BRIDGEW.EDU

JEANE LINCOLN is the international enrollment services manager and graduation coordinator. She is responsible for assisting and advising all international applicants as well as comprehensive examinations and theses requests. Jeane also performs graduate degree audits.

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JANET LARKIN is a staff assistant in the office of Off-Campus Programs. She coordinates and schedules the delivery of off-campus courses. She assists in the development of marketing materials, maintains the department website, and provides support to the Director of Off-Campus Programs.

CONTACT: 508.531.6011, JLARKIN@BRIDGEW.EDU.

CHARLENE HOYT is administrative assistant to the dean, aiding in the daily operations of all areas of the School of Graduate Studies. She also serves as a research analyst in the areas of enrollment and retention.

CONTACT: 508.531.2809, CHOYT@BRIDGEW.EDU.

PAULINE LEWIS is an admissions representative, providing service to the graduate student population through admissions counseling. Her assigned student base is applicants whose last names begin with A–G.

CONTACT: 508.531.2490, PLEWIS@BRIDGEW.EDU.

MAUREEN CHAVES is an admissions representative, providing service to the graduate student population through admissions counseling. Her assigned student base is applicants whose last names begin with H–N.

CONTACT: 508.531.1261, MCHAVES@BRIDGEW.EDU.

ANN MATTHEWS is an admissions representative, providing service to the graduate student population through admissions counseling. Her assigned student base is applicants whose last names begin with O–Z.

CONTACT: 508.531.2643, AMATTHEWS@BRIDGEW.EDU.

DENISE HAYES is a student services representative. In addition to supporting the assistant dean, Denise provides counter service for walk-in students who need guidance on programs and admissions requirements.

CONTACT: 508.531.1300, DHAYES@BRIDGEW.EDU.

KAYLEE FERNANDES serves as an Off-Campus student services representative, facilitating the registration process for courses held off-campus. She also issues contracts to off-campus faculty and is available to assist students, faculty, and staff with questions regarding off-campus courses and programs.

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