Department of Modern Languages & Literatures
Organization Chart Academic Year 2020-21

Dean of Arts & Sciences
Maria J. Donoghue Velleca
#FA078W
dean-as@wm.edu x12470

Dean of Educational Policy
John Donahue
dean-ep@wm.edu x12469

Department Chair - Alexander Prokhorov
#F0113W axprok@wm.edu
Supervise Administrative and Fiscal Supervisor
Operational & Financial Department Matters
- Evaluation of Academic/Professional Performance of all members
- Liaison to the Dean’s Office and other Administrative Officers

Administrative Coordinator
Blanca Tyler #00095W
bmtyle@wm.edu x11251
First point of contact for course scheduling, course and program related room reservations, program list serves, and program reports; facilities work orders; undergraduate student employment; and all Language Houses/International Fellows matters (e.g. Language House budgets and list serves, International Fellow contracts, etc.). Reves Center Study Abroad Liaison.

Administrative & Fiscal Coordinator
Irina Gorshenin #00324W
igorshenin@wm.edu x13633
First point of contact for all faculty travel authorizations, expenses and reimbursements; expenses related to department, local, foundation and startup budgets; accts payable & receivable, JV reimbursements, grants admin, student awards & scholarships; personnel matters (supports faculty searches, onboarding, personnel reviews, moving and relocation); procurement of goods and services.

Program Director Responsibilities:
- Approval of Declaration of Major/Minor, Transfer credit, COD, Pre & Post Study Abroad Requests designee
- Section schedule
- Catalog Copy
- Program oversight assessment
- Graduation details
- Awards and scholarships
- NTE oversight/mentoring
- Replacement requests
- Policy committee

Associate Chair of Educational Policy
Jorge Terukina
jterukina@wm.edu x15507
Chair of Policy Committee; scheduling coordinator; oversight of faculty manual/blog updates; contact Chair for French, German, Italian.

Associate Chair of Faculty Affairs
Michael Hill
mghill@wm.edu x13482
Ex officio member of Personnel Committee; faculty mentoring; MLL Awards Committee Chair; Bellini lectures; contact Chair for Arabic, Chinese, Japanese.

French & Francophone Studies
Magali Compan
mcompan@wm.edu x11721

Hispanic Studies
Francie Cate-Arries
afcate@wm.edu x13672

Italian Studies
Monica Seger
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Japanese Studies
Michael Cronin
mcronin@wm.edu x12072

Chinese Studies
Michael Hill
mghill@wm.edu x13482

Arabic Studies
Driss Cherkaoui
dcherk@wm.edu x11723

MDLL (TESOL)
vacant
Questions should be directed to MLL Chair

German Studies
Rob Leventhal
rleventhal@wm.edu x17412

Russian Studies
Elena Prokhorova
eprok@wm.edu

Associate Chair of Departmental Affairs
Jennifer Gully
imgully@wm.edu
Diversity and inclusion; MLL web committee + Global Voices; language houses; Homecoming; MLL workshops/coffee hours; contact Chair for Hispanic Studies, Russian, and TESL.

Administrative Coordinator
Vacant #H0180W x13634
First point of contact for students, professors and guests. Point person for MLL Web support, department extracurricular events (including invited speakers, graduation), alumni engagement (e.g. Dobro Stvo & OTOD); study abroad and transfer credit/document reception and distribution, faculty syllabi/CV collection, faculty directory information.

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