**CLAS Finance & Business Operations Contacts:**

**As of November 24, 2015**

**Erin Herting:** 384-0559 (SH)
- Colleague Budget Officer
- Strategic planning
- Financial oversight and budgeting
- Financial & business operations liaison to central administration, CLAS deans and senior staff
- Business operations & management of accounting group
- Supervision of CLAS finance staff and associated budgets
- Operational oversight; compliance with policies, regulations & laws
- Data management

**Jeff Donoghue:** 335-2605 (SH)
- Course Fees
- Service Centers
- Delta Center
- Cultural Arts Fees
- Policies, procedures & training
- Financial reporting & analysis
- Visitor Budget
- Journalism
- Contact for Division of Performing Arts & School of Art & Art History

**Sherry Roe:** 335-1449 (SH)
- Finance Assistant
- CLAS Finance website
- Compliance monitoring
- Scheduling
- Assist with budget monitoring
- Update Training Manuals

**Beth Mellinger:** 335-2190 (PH)
- Management of faculty salary budgets
- Tenure/Tenure Track & DEO supplements
- Non-TT Faculty
- Instruction budget & related policies and procedures
- Annual faculty budget process
- Faculty salary release

**Sandy Mast:** 335-9495 (FH)
- Communication Sciences & Disorders
- Health & Human Physiology

**Vacant:** 384-3293 (JB)
- African American Studies
- American Studies
- Classics
- English as a Second Language
- Gender, Women's and Sexuality Studies
- Religious Studies
- Geographical & Sustainability Sciences
- Earth & Environmental Sciences
- Old gold
- Book & Music Subvention

**Sandy Mast:** 335-9495 (FH)
- Summer session
- Service voucher workflow
- Extension Budget
- Foundation Scholarships

**Kristina Swanson:** 335-0176 (EPB)
- English
- Linguistics
- Philosophy
- Rhetoric
- First year seminar
- TA reappointments
- Grad Tuition
- Teaching Assistants Budget

**Kristen Wolf:** 335-2616 (SH)
- Anthropology
- Statistics & Actuarial Science
- Psychological & Brain Sciences
- Sociology
- Start up
- RA's
- Tuition (RA's)
- Research
- Renovation & Instructional Equipment
- Faculty Recruitment
- DSP workflow

**Dean's Office**

**Nick Francisco:** 335-2888 (CB)
- Chemistry
- CLAS departmental reporting (MAAX)
- Assist Physics and Astronomy

**Ronna Mayberry:** 335-0781 (BB)
- Biology
- Division of Performing Arts
- Includes Dance, Music and Theatre

**Lisa Krause:** 335-1975 (RVB)
- Art & Art History

**Kevin McGlynn:** 335-1773 (ABW)
- Physics & Astronomy

**Andrea Shaevitz:** 335-1691 (VAN)
- Biology

**Michelle Worrell:** 335-1052 (BB)
- Division of Performing Arts
- Includes Asian & Slavic Languages & Literatures, American Sign Language, French & Italian, German, Spanish & Portuguese and Language Media Center

**Annette Shaevitz:** 335-1691 (VAN)
- British Studies
- Language Media Center

**Sandy Mast:** 335-9495 (FH)
- Communication Sciences & Disorders
- Health & Human Physiology

**Vacant:** 384-3293 (JB)
- African American Studies
- American Studies
- Classics
- English as a Second Language
- Gender, Women's and Sexuality Studies
- Religious Studies
- Geographical & Sustainability Sciences
- Earth & Environmental Sciences
- Old gold
- Book & Music Subvention

**Kristina Swanson:** 335-0176 (EPB)
- English
- Linguistics
- Philosophy
- Rhetoric
- First year seminar
- TA reappointments
- Grad Tuition
- Teaching Assistants Budget

**Kristen Wolf:** 335-2616 (SH)
- Anthropology
- Statistics & Actuarial Science
- Psychological & Brain Sciences
- Sociology
- Start up
- RA's
- Tuition (RA's)
- Research
- Renovation & Instructional Equipment
- Faculty Recruitment
- DSP workflow

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**Departmental Finances and CLAS Budgets**

**Affiliates**

**Dean's Office**

**Kyle Marxen:** 335-0577 (BECK)
- Cinematic Arts
- Communication Studies
- Production Unit
- Social Work
- Summer session
- Service voucher workflow
- Extension Budget
- Foundation Scholarships

**Sandy Mast:** 335-9495 (FH)
- Communication Sciences & Disorders
- Health & Human Physiology

**Vacant:** 384-3293 (JB)
- African American Studies
- American Studies
- Classics
- English as a Second Language
- Gender, Women's and Sexuality Studies
- Religious Studies
- Geographical & Sustainability Sciences
- Earth & Environmental Sciences
- Old gold
- Book & Music Subvention

**Kristina Swanson:** 335-0176 (EPB)
- English
- Linguistics
- Philosophy
- Rhetoric
- First year seminar
- TA reappointments
- Grad Tuition
- Teaching Assistants Budget

**Kristen Wolf:** 335-2616 (SH)
- Anthropology
- Statistics & Actuarial Science
- Psychological & Brain Sciences
- Sociology
- Start up
- RA's
- Tuition (RA's)
- Research
- Renovation & Instructional Equipment
- Faculty Recruitment
- DSP workflow