### CLAS Finance & Business Operations Contacts:

**As of November 13, 2017**

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
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| Erin Herting    | 384-0559 (SH) | - Collegiate 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  
| Sherry Roe      | 335-1449 (SH) | - Finance Assistant  
|                 |        | - CLAS Finance website  
|                 |        | - Compliance monitoring  
|                 |        | - Scheduling  
|                 |        | - Assist with budget monitoring  
|                 |        | - Update Training Manuals  
| 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  
| VACANT          | 335-2639 (SH) | - 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  

### Departmental Finances and CLAS Budgets

| Nick Francisco: 335-2888 (CB) | - Chemistry  
|                               | - CLAS departmental reporting (MAX)  
|                               | - Assist Physics and Astronomy  
| Lisa Krause: 335-1975 (VOX)   | - Division of Performing Arts  
|                               | - Includes Dance, Music and Theatre  
| Kevin McGlynn: 335-1773 (ABW) | - Art & Art History  
| Andrea Shaevitz: 335-1691 (VAN) | - Physics & Astronomy  
| Shari Sorensen: 335-0651 (SH) | - Division of World Languages, Literature & Culture  
|                               | - Includes Asian & Slavic Languages & Literatures, American Sign Language, French & Italian, German, Spanish & Portuguese and Language Media Center  
| Beth Mellinger: 335-2130 (PH) | - Political Science  
|                             | - Dean's Office  
|                             | - Writers' Workshop  
|                             | - Geographical & Sustainability Sciences  
|                             | - Earth & Environmental Sciences  
| Rachel Vrchoticky: 335-0702 (MLH) | - Anthropology  
|                               | - Computer Science  
|                               | - History  
|                               | - General expense  
| Kristen Wolf: 335-2616 (SH)  | - Statistics & Actuarial Science  
|                             | - Start up  
|                             | - RA's  
|                             | - Tuition (RA's)  
|                             | - Research  
|                             | - Renovation & Instructional Equipment  
|                             | - Faculty Recruitment  
|                             | - DSP workflow  

**Dean’s Office**

| Kyle Marxen: 335-0577 (BCBS) | - Cinematic Arts  
|                               | - Communication Studies  
|                               | - Production Unit  
|                               | - Social Work  
|                               | - Religious Studies  
| Sandy Mast: 335-9304 (FH)    | - Communication Sciences & Disorders  
|                               | - Health & Human Physiology  
| Ryan Kirkey: 384-3489 (SSH)  | - African American Studies  
|                               | - American Studies  
|                               | - Classics  
|                               | - English as a Second Language  
|                               | - Gender, Women's and Sexuality Studies  
| Kristina Swanson: 335-0459 (EPB) | - English  
|                               | - Linguistics  
|                               | - Philosophy  
|                               | - Rhetoric  
| Kristen Wolf: 335-2616 (SH)  | - First year seminar  
|                               | - Service voucher workflow  
|                               | - Extension Budget  
|                               | - Foundation Scholarships  
|                               | - Psychology & Brain Sciences  
|                               | - Sociology  
|                               | - Old gold  
|                               | - Book & Music Subvention  
|                               | - Teaching Assistants Budget  

**CLAS Budget and Operations**

- Financial oversight and budgeting  
- Compliance monitoring  
- Scheduling  
- Assist with budget monitoring  
- Update Training Manuals  

**VACANT, 335-2639 (SH)**

- 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