

Amanda Nelson, Controller (209) 667-3062		Karen Meade, Procurement & Contracts Manager (209) 667-3890		Frank Borrell, Support Services Manager (209) 667-3986		Trish Hendrix, Post Award Grants Manager (209) 667-3979		Bernadette Sather, Analysis/Programmer (209) 667-3988			
<ul style="list-style-type: none"> •Management and oversight of General Accounting, Auxiliary Accounting, Accounts Payable, Student Financial Services, and Cashiering •Annual coordination of Financial Statement Audit •Campus training and consultation on Financial Services policies and procedures •Compliance and reporting •Emergency Operations Finance Chief back-up •Campus audit liaison back-up 		<ul style="list-style-type: none"> •Management and oversight of Procurement & Contract operations •Training and guidance to staff and campus •Campus parties/fees for procurement and contracting functions •HR and program oversight •High level contract negotiation and execution 		<ul style="list-style-type: none"> •Management and oversight of the day-to-day operations for Mail Services, Stan Prints (print shop, copy program), Shipping and Receiving, Property Control (Asset Management), Surplus Property and Sales, Record Retention •Staff and student employee training •University Record Retention Officer •Chair, Campus Property Board •Review and approve asset transactions, sales, dispositions 		<ul style="list-style-type: none"> •Management and oversight of the day-to-day operations of Post Award Administration •Program Oversight for deliverables and reporting •Liaison with sponsor agencies •Campus training, communication and information dissemination 		<ul style="list-style-type: none"> •Manage PeopleSoft/System Interfaces •Monthly checkback uploads •Upgrade testing for CFS, CS, HR, CashNet •Implement PeopleSoft modules, upgrades •System troubleshooting 			
Auxiliary Accounting		General Accounting & Accounts Payable		Student Financial Services & Cashiering							
Deonette Dores, Interim Auxiliary Accounting Manager (209) 667-3138		Angela Sevilla, University Accounting Manager (209) 667-3974		Dellin Quilley, Student Financial Services Manager (209) 667-3978		Debbie DeRosa, Buyer III Lead (209) 667-3987		Darin Schneider, Lead Print Shop Responsibilities, Specialist IV (209) 667-3013			
<ul style="list-style-type: none"> •Management and oversight of the day-to-day operations for Auxiliary Accounting •Liaison with University Advancement on auxiliary financial matters •Preparation of annual scholarship/endowment payout calculation •Coordination of annual financial statement audits and 990 tax returns 		<ul style="list-style-type: none"> •Management and oversight of the day-to-day operations for University General Accounting and Accounts Payable •University monthly and annual close •Expenditure transfers, non payroll •Annual Auxiliary Enterprise (Self-Support) Reserve accounting •Commonly used account code listing •Annual coordination of legal year end close 		<ul style="list-style-type: none"> •Management and oversight of the day-to-day operations of Student Financials, Billing, Accounts Receivable, Collections, and Cashiering •Cashier cashing and EMarket administrator •Special Annual Student Fee Reporting •Cash Handling for University and Auxiliaries •Student Financials/CFS monthly close •Journal entry and student refund review and approval 		<ul style="list-style-type: none"> •Assignment of incoming requisitions to procurement staff for processing •Provides standard guidance to procurement staff and campus •Public Works, construction, facilities projects and purchases •Independent Contractor Agreements, Guest Lecture/Honoraria •Campus Marketplace Administrator, daily operations and inquiries 		<ul style="list-style-type: none"> •Daily operations for Stan Prints, Copy Program, Store Program, and Parking Permit Processing •Assignment and scheduling production work orders •New copies, equipment purchase quotes •Print Shop billing and chargebacks •Staff and student assistant training 		<ul style="list-style-type: none"> •Daily operations for Property Control, Shipping and Receiving •Asset inventory and reconciliation •Surplus property sales via Public/Surplus.com •Registration for Motor Vehicles •Unload freight •University property asset tagging 	
Bobina Yadegarian, Interim Accountant II (209) 667-3842		Christa Martinez, Accountant I (209) 667-3981		Michelle Merrifield, Accounting Technician II (209) 667-3140		Elizabeth Gonzalez de Wils, Interim Accountant II (209) 667-3969		Kimberly Stepan, Accounting Technician III (209) 664-6790			
<ul style="list-style-type: none"> •Miscellaneous Trust Fund Agreement Forms and accounting transactions •Auxiliary & Business Services (ABS) accounting transactions •ABS account reconciliation and financial statement preparation 		<ul style="list-style-type: none"> •Fixed Asset Accounting •Inter-Department Transfers - Actuals 		<ul style="list-style-type: none"> •Accounts Payable processing for Auxiliaries - Foundation, Associated Students, Inc., Auxiliary & Business Services, University Student Union •Accounts Payable check cancellation, re-issue •Accounts Payable direct deposit authorization forms 		<ul style="list-style-type: none"> •Student Financial Team Lead •Institutionally Related Activity analysis and reporting •General Fund Restricted (GR106) analysis and reporting •Financial Aid Funds reconciliations for DREAM, Legacy, Perkins, Work Study •Federal Fund Drawdowns •University bank reconciliation and misc. journal entries 		<ul style="list-style-type: none"> •Cashiering Lead •Cash and check payment processing •Warrior cash collection •Petty cash disbursements •CFS Supplier processing •Bank deposits 		<ul style="list-style-type: none"> •Broad variety of purchase and non-purchase contracts, including but not limited to software licensing, leases, hotels and other facility use, sponsored projects, professional services •Facilitates Requests for Proposals and other competitive bids 	
Aimee Tatum, Accountant II (209) 664-6827		Georgette Owens, Accountant II (209) 667-3975		Patricia Babik, Accountant Technician II (209) 667-3973		Denise Hartman, Accountant II (209) 664-6505		Kim Nickerson, Accounting Technician II (209) 667-3200			
<ul style="list-style-type: none"> •Associated Students, Inc. (ASI) accounting transactions •University Student Union (USU) accounting transactions •ASI Club accounting transaction •ASI and USU account reconciliation and financial statement preparation 		<ul style="list-style-type: none"> •Cash Posting Orders (CPO) •International tax/reports •Sales and Use tax •Unrelated Business Income •Claims processing 		<ul style="list-style-type: none"> •Accounts Payable processing for University invoices matched and paid against established purchase orders 		<ul style="list-style-type: none"> •CashNet EMarket Coordinator •Student, AR, Direct and Alternative Loan reconciliations •Student resource for student refunds, student phone calls, student walk-ins •CashNet Item Type set-up and reporting •Daily CashNet interface review and corrections 		<ul style="list-style-type: none"> •Cash and check payment processing •CFS Supplier processing •Assist student, staff, and faculty •Bank deposits 		<ul style="list-style-type: none"> •Job Order Contracts (JOC) for facilities •Equipment and service purchase requests •Reviews, negotiates, executes all inter-agency agreements, including but not limited to, nursing, service learning, Masters of Social Work •Administrator for ContractSafe, the local contract repository •Facilitates Requests for Proposals 	
Patricia Carpenter, Accountant II (209) 667-3851		Melissa Robertson, Accountant III (209) 667-3797		Anaelina Cariano, Accountant Technician II (209) 667-3910		Laurie Carpenter, Accountant Technician II (209) 667-3852		Backus Seiad, Buyer II (209) 667-3850			
<ul style="list-style-type: none"> •Foundation accounting transactions •Scholarship payout reconciliation •Campus Program accounting transactions •Foundation account reconciliation and financial statement preparation 		<ul style="list-style-type: none"> •Chart of Accounts Maintenance •Delegation of Authority Documentation •Allocations 		<ul style="list-style-type: none"> •Accounts Payable processing for University and Auxiliary Direct Pay Requests •Call Phone Stipends 		<ul style="list-style-type: none"> •University and Auxiliary billing coordinator •Billing follow-up •Check and EFT Cycle Processor •Student resource for student email inquiries, phone calls, and walk-ins •Disbursement Notes 		<ul style="list-style-type: none"> •PCard Program Administrator, including day-to-day activities and inquiries •Reviews, negotiates, executes Performer Engagement Agreements and capex equipment leases and purchases 			
Garrett Smith, Accountant I (209) 667-3935		Shandra Kaufman, Interim Accountant II (209) 667-3854		Maria Romero, Collections Rep II (209) 667-3977		Melvin Verdusco, Jemini Anabak/Specialist 11, Mo. (209) 667-3244					
<ul style="list-style-type: none"> •Concur Travel & Expense software questions •Travel & Moving and Relocation procedures •Travel P-Card usage 		<ul style="list-style-type: none"> •Bank account reconciliation 		<ul style="list-style-type: none"> •Third Party Agency Coordinator •Dream, Masters of Social Work (MSW), Noyce, Perkins, Faculty and Legacy Loans •University collections promissory notes •Veterans Chapter 30, 31, 33 		<ul style="list-style-type: none"> •Student Financials technical functional fee set-up lead •Financial Aid disbursement process coordinator •Student refunds and emails •Employee Dependent Waiver processing •TSA Offset and 1098T processing 					