

COMPLIANCE DIRECTORY - OFFICES AND CONTACTS

| TOPIC | CONTACT PERSON / INFO | |
|---|---|---|
| Affirmative Action | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Richeleen Dashield Dean of Multicultural Affairs College Center, Suite C-205 (908) 526-1200 Extension 8636 Richeleen.Dashield@raritanval.edu www.raritanval.edu/administration |
| Alcohol and Drug Policy, Employee Acknowledgement | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| American's with Disabilities Act | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Athletics and NJCAA Rules Compliance | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | George Eversmann Athletic Director Physical Education Bldg., 2 nd Floor (908) 526-1200 Extension 8359 George.Eversmann@raritanval.edu www.raritanval.edu/student-life/athletics |
| Biosafety | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Robert Szkodny Director of Security Security, College Center, Lower Level (908) 526-1200 Extension 8593 Robert.Szkodny@raritanval.edu www.raritanval.edu/general-information/rvcc-at-a-glance/security |
| Building Code Administration | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Philip Weaver Assistant Director Compliance and Facilities Physical Education Bldg., Lower Level (908) 526-1200 Extension 8812 Philip.Weaver@raritanval.edu www.raritanval.edu/general-information/rvcc-at-a-glance/facilities |

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| Budget (College) | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | John Trojan Vice President of Finance and Facilities Office of the President (908) 526-1200 Extension 8203 John.Trojan@raritanval.edu www.raritanval.edu/administration |
| Campus Safety and Security | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Robert Szkodny Director of Security Security, College Center, Lower Level (908) 526-1200 Extension 8593 Robert.Szkodny@raritanval.edu www.raritanval.edu/general-information/rvcc-at-a-glance/security |
| Code of Student Conduct | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Jason Fredericks Assistant Dean of Student Services College Center, Suite C-143 (908) 526-1200 Extension 8311 Jason.Fredericks@raritanval.edu www.raritanval.edu/general-information/policies-and-consumer-information/student-handbook |
| Compliance, General | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Patrice Gouveia Marks Dean, Division of Liberal and Fine Arts Office of the Dean, Academic Affairs, C-153 (908) 526-1200 Extension 8802 Patrice.Marks@raritanval.edu www.raritanval.edu/administration |
| Contracts (Third-Party) | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | John Trojan Vice President of Finance and Facilities Office of the President (908) 526-1200 Extension 8203 John.Trojan@raritanval.edu www.raritanval.edu/administration |
| Data Administration, including IPEDS | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Sarah Donnelly Director of Institutional Research and Assessment Institution Research, Somerset Hall, S-309 (908) 526-1200 Extension 8355 Sarah.Donnelly@raritanval.edu www.raritanval.edu |
| Data Security | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Robert Pescinski Executive Director of Technology Services Technology, Assessment and Planning, S-119 (908) 526-1200 Extension 8315 Robert.Pescinski@raritanval.edu www.raritanval.edu/student-life/tech-support |

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| Disability Services and/or Accommodations & Website Accessibility | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Rikita Singh Director of Disabilities Services Student Services, College Center, C-126 (908) 526-1200 Extension 8921 Rikita.Singh@raritanval.edu www.raritanval.edu/sudent-life/student-services/disability-services |
| Discrimination Complaints | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Emergency Management | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Robert Szkodny Director of Security Security, College Center, Lower Level (908) 526-1200 Extension 8593 Robert.Szkodny@raritanval.edu www.raritanval.edu/general-information/rvcc-at-a-glance/security |
| Employee Records Custodian (Electronic & Paper) excluding faculty academic files | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Employee Relations and Collective Bargaining | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Employment Compliance Postings | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |

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|---|---|--|
| Equal Opportunity Officer | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Fair Labor Standards Act (FLSA) | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Family and Medical Leave Act (FMLA) | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Mary Ann Johnson Benefits Manager Human Resources, Somerset Hall, S-221 (908) 526-1200 Extension 8301 MaryAnn.Johnson@raritanval.edu www.raritanval.edu |
| FERPA - Family Educational Rights and Privacy Act (also known as the Buckley Amendment) | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | John Wheeler Registrar Enrollment Services, College Center, C-167 (908) 526-1200 Extension 8339 John.Wheeler@raritanval.edu www.raritanval.edu/admissions-information/student-enrollment-services |
| Financial Disclosure | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Violet Willensky Controller and Executive Director of Finance Finance Dept., College Center, 1 st Flr (908) 526-1200 Extension 8863 Violet.Willensky@raritanval.edu http://www.raritanval.edu |
| Foundation - Gifts | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Michael Marion Executive Director & Chief Development Officer RVCC Foundation, College Center, C-020 (908) 526-1200 Extension 8872 Michael.Marion@raritanval.edu www.raritanval.edu/community-resources/foundation |

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| Fraud - Reporting | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Violet Willensky Controller and Executive Director of Finance Finance Dept., College Center, 1 st Flr (908) 526-1200 Extension 8863 Violet.Willensky@raritanval.edu www.raritanval.edu |
| Graduation Rates Survey – Student Right to Know | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | John Wheeler Registrar Enrollment Services, College Center, C-167 (908) 526-1200 Extension 8339 John.Wheeler@raritanval.edu www.raritanval.edu/admissions-information/student-enrollment-services |
| Human Resources, General | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Immigration Status, Faculty and Staff | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Immigration Status, Students | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Elizabeth Sullivan Coordinator of Veterans and International Services College Center, C-162 (908) 526-1200 Extension 8452 Elizabeth.Sullivan@raritanval.edu www.raritanval.edu/admissions-information/apply-to-rvcc |
| Independent Contractor Status | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | John Trojan Vice President of Finance and Facilities Office of the President (908) 526-1200 Extension 8203 John.Trojan@raritanval.edu www.raritanval.edu/administration |

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| Information Technology Security | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Bob Pescincki Executive Director of Technology Services Technology, Assessment and Planning, S-119 (908) 526-1200 Extension 8315 Robert.Pescinski@raritanval.edu www.raritanval.edu/student-life/tech-support |
| Insurance | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | John Trojan Vice President of Finance and Facilities Office of the President (908) 526-1200 Extension 8203 John.Trojan@raritanval.edu www.raritanval.edu/administration |
| Internal Audit | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Violet Willensky Controller and Executive Director of Finance Finance Dept., College Center, 1 st Flr (908) 526-1200 Extension 8863 Violet.Willensky@raritanval.edu www.raritanval.edu |
| Institutional Review Board | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Isabel Gutierrez Instructor of Psychology Humanities Dept., 3 rd Flr Somerset Hall, S-338 (908) 526-1200 Extension 8331 Isabel.Gutierrez@raritanval.edu www.raritanval.edu/academic-programs/academic-departments/humanities-social-science-education |
| Laboratory Safety | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Philip Weaver Assistant Director Compliance and Facilities Physical Education Bldg., Lower Level (908) 526-1200 Extension 8812 Philip.Weaver@raritanval.edu www.raritanval.edu/administration |
| MSCHE Accreditation Requirements | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link to person or area</u> | Patrice Gouveia Marks Dean, Division of Liberal and Fine Arts Office of the Dean, Academic Affairs, C-153 (908) 526-1200 Extension 8802 Patrice.Marks@raritanval.edu www.raritanval.edu/administration |

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| Policies and Regulations, General | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| President | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Dr. Michael J. McDonough President Office of the President (908) 526-1200 Extension 8270 Michael.McDonough@raritanval.edu www.raritanval.edu/general-information/board-of-trustees-and-administration/office-of-the-president |
| Public Safety | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Robert Szkodny Director of Security Security, College Center, Lower Level (908) 526-1200 Extension 8593 Robert.Szkodny@raritanval.edu www.raritanval.edu/general-information/rvcc-at-a-glance/security |
| Purchasing/ Procurement | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Michael DePinto Director of Business Services Purchasing & Contracts, Lower Level Library (908) 526-1200 Extension 8216 Michael.DePinto@raritanval.edu www.raritanval.edu/business-resources/vendor-opportunities |
| Records Custodian, Retention, etc. (Electronic & Paper) | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | John Wheeler Registrar Enrollment Services, College Center, C-167 (908) 526-1200 Extension 8339 John.Wheeler@raritanval.edu www.raritanval.edu/admissions-information/student-enrollment-services |
| Risk Management | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | John Trojan Vice President of Finance and Facilities Office of the President (908) 526-1200 Extension 8203 John.Trojan@raritanval.edu www.raritanval.edu/administration |

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| Security | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Robert Szkodny Director of Security Security, College Center, Lower Level (908) 526-1200 Extension 8593 Robert.Szkodny@raritanval.edu www.raritanval.edu/general-information/rvcc-at-a-glance/security |
| Sexual Harassment, Employee Acknowledgement | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Student Advising and Counseling Services | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Gregory DeSanctis Director of Advising & Counseling Advising & Counseling Services, C-168 (908) 526-1200 Extension 8966 Greg.DeSanctis@raritanval.edu www.raritanval.edu/admissions-info/advising-and-counseling |
| Student Financial Aid | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Leonard Mesonas Director of Financial Aid Financial Aid, College Center, C-127 (908) 526-1200 Extension 8371 Leonard.Mesonas@raritanval.edu www.raritanval.edu/paying-for-college/financial-aid-scholarships |
| Student Educational Records (FERPA) | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | John Wheeler Registrar Enrollment Services, College Center, C-167 (908) 526-1200 Extension 8339 John.Wheeler@raritanval.edu www.raritanval.edu/admissions-information/student-enrollment-services |
| Subpoenas, Court Orders, and Public Records Requests | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu www.raritanval.edu/administration |
| Title IV | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Leonard Mesonas Director of Financial Aid Financial Aid, College Center, C-127 (908) 526-1200 Extension 8371 Leonard.Mesonas@raritanval.edu www.raritanval.edu/paying-for-college/financial-aid-scholarships |

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| Title IX | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html |
| Verification of Identity in Online Courses | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Patrice Gouveia Marks Dean, Division of Liberal and Fine Arts Office of the Dean of Academic Affairs, C-153 (908) 526-1200 Extension 8802 Patrice.Marks@raritanval.edu www.raritanval.edu/ |
| Wage and Tax reports and/or Statements | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Catherine Todd Payroll Manager Human Resources, Somerset Hall, S-216 (908) 526-1200 Extension 8376 Catherine.Todd@raritanval.edu http://www.raritanval.edu/admin/HR/index.html |
| Whistleblower Protection | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | John Trojan Vice President of Finance and Facilities Office of the President (908) 526-1200 Extension 8203 John.Trojan@raritanval.edu http://www.raritanval.edu/admin/index.html |
| Worker's Compensation | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Mary Ann Johnson Benefits Manager Human Resources, Somerset Hall, S-221 (908) 526-1200 Extension 8301 Maryann.Johnson@raritanval.edu http://www.raritanval.edu/admin/HR/index.html |
| Workplace Safety | <u>Name</u> <u>Title</u> <u>Office Location</u> <u>Phone Number</u> <u>Email</u> <u>Web link</u> to person or area | Cheryl Wallace Executive Director of Human Resources & Labor Relations, Human Resources, Somerset Hall, S-218 (908) 526-1200 Extension 2860 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html |