

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 http://www.raritanval.edu/admin/index.html
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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>	Amanda DeMartino Athletic Director Physical Education Bldg., Lower Level (908) 526-1200 Extension 8322 Amanda.DeMartino@raritanval.edu www.raritanval.edu/
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 http://www.raritanval.edu/admin/security/index.html
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 http://www.raritanval.edu/admin/facilities/index.html

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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 http://www.raritanval.edu/admin/index.html
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 http://www.raritanval.edu/admin/security/index.html
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/studentconduct
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 of Academic Affairs, Accreditation Liaison Officer, Compliance Officer Office of the Dean, Academic Affairs, C-153 (908) 526-1200 Extension 8802 Patrice.Marks@raritanval.edu www.raritanval.edu/
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 http://www.raritanval.edu/admin/index.html
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 http://www.raritanval.edu/admin/index.html
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>	Charles Chulvick Vice President for Technology, Assessment and Planning Technology, Assessment and Planning, S-303 (908) 526-1200 Extension 8409 Charles.Chulvick@raritanval.edu http://www.raritanval.edu/admin/index.html

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TOPIC	CONTACT PERSON / INFO	
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 http://www.raritanval.edu/admin/index.html
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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 http://www.raritanval.edu/admin/security/index.html
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html

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TOPIC	CONTACT PERSON / INFO	
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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 http://www.raritanval.edu/admin/HR/index.html
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>	Daniel Palubniak Registrar Enrollment Services, College Center, C-156 (908) 526-1200 Extension 8206 Daniel.Palubniak@raritanval.edu http://www.raritanval.edu/studentserv/regreecs/index.html
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/admin/finance/about_finance.html
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>	Jackie Belin Vice President for Strategic Programs and Development VP Strategic Prog and Devel, Somerset Hall, S-147 (908) 526-1200 Extension 8205 Jacki.Belin@raritanval.edu http://www.raritanval.edu/community-resources/foundation

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TOPIC	CONTACT PERSON / INFO	
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 http://www.raritanval.edu/admin/finance/about_finance.html
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>	Daniel Palubniak Registrar Enrollment Services, College Center, C-156 (908) 526-1200 Extension 8206 Daniel.Palubniak@raritanval.edu http://www.raritanval.edu/studentserv/regreecs/index.html
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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 http://www.raritanval.edu/studentserv/counseling/index.html
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 http://www.raritanval.edu/admin/index.html

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TOPIC	CONTACT PERSON / INFO	
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>	Charles Chulvick Vice President for Technology, Assessment and Planning Technology, Assessment and Planning, S-303 (908) 526-1200 Extension 8409 Charles.Chulvick@raritanval.edu http://www.raritanval.edu/admin/index.html
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 http://www.raritanval.edu/admin/index.html
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 http://www.raritanval.edu/admin/finance/about_finance.html
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 http://www.raritanval.edu/academics/dept/hsse/index.html
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 http://www.raritanval.edu/admin/facilities/index.html
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 of Academic Affairs, Accreditation Liaison Officer, Compliance Officer Office of the Dean, Academic Affairs, C-153 (908) 526-1200 Extension 8802 Patrice.Marks@raritanval.edu www.raritanval.edu/

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TOPIC	CONTACT PERSON / INFO	
Policies and Regulations, 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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
President	<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>	Dr. Michael J. McDonough President Office of the President (908) 526-1200 Extension 8270 Michael.McDonough@raritanval.edu http://www.raritanval.edu/admin/index.html
Public 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>	Robert Szkodny Director of Security Security, College Center, Lower Level (908) 526-1200 Extension 8593 Robert.Szkodny@raritanval.edu http://www.raritanval.edu/admin/security/index.html
Purchasing/ Procurement	<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 DePinto Director of Business Services Purchasing & Contracts, Lower Level Library (908) 526-1200 Extension 8216 Michael.DePinto@raritanval.edu http://www.raritanval.edu/admin/purchasing/index.html
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 to person or area</u>	Daniel Palubniak Registrar Enrollment Services, College Center, C-156 (908) 526-1200 Extension 8206 Daniel.Palubniak@raritanval.edu http://www.raritanval.edu/studenterv/regrecs/index.html
Risk 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>	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

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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 to person or area</u>	Robert Szkodny Director of Security Security, College Center, Lower Level (908) 526-1200 Extension 8593 Robert.Szkodny@raritanval.edu http://www.raritanval.edu/admin/security/index.html
Sexual Harassment, 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-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
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 to person or area</u>	Gregory DeSanctis Director of Advising & Counseling Advising & Counseling Services, C-168 (908) 526-1200 Extension 8966 Greg.DeSanctis@raritanval.edu http://www.raritanval.edu/studentserv/counseling/index.html
Student Financial Aid	<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>	Leonard Mesonas Director of Financial Aid Financial Aid, College Center, C-127 (908) 526-1200 Extension 8371 Leonard.Mesonas@raritanval.edu http://www.raritanval.edu/studentserv/finaid/index.html
Student Educational Records (FERPA)	<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>	Daniel Palubniak Registrar Enrollment Services, College Center, C-156 (908) 526-1200 Extension 8206 Daniel.Palubniak@raritanval.edu http://www.raritanval.edu/studentserv/regrecs/index.html
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 to person or area</u>	Cheryl Wallace Executive Director of Human Resources & Labor Relations Human Resources, Somerset Hall, S-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html
Title IV	<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>	Leonard Mesonas Director of Financial Aid Financial Aid, College Center, C-127 (908) 526-1200 Extension 8371 Leonard.Mesonas@raritanval.edu http://www.raritanval.edu/studentserv/finaid/index.html

COMPLIANCE DIRECTORY - OFFICES AND CONTACTS

Title IX	<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-220 (908) 526-1200 Extension 8260 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 to person or area</u>	Patrice Gouveia Marks Dean of Academic Affairs, Accreditation Liaison Officer, Compliance Officer 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 to person or area</u>	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 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 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 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 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 to person or area</u>	Cheryl Wallace Executive Director of Human Resources & Labor Relations Human Resources, Somerset Hall, S-220 (908) 526-1200 Extension 8260 Cheryl.Wallace@raritanval.edu http://www.raritanval.edu/admin/HR/index.html