COMPLIANCE DIRECTORY – OFFICES AND CONTACTS

TOPIC	CONTACT PERSON / INFO
Affirmative Action	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Alcohol and Drug Policy, Employee Acknowledgement	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
American's with Disabilities Act	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Athletics and NJCAA Rules Compliance	**Name:** Philip Herro **Title:** Athletic Director **Office Location:** Physical Education Bldg., 2nd Floor **Phone Number:** (908) 526-1200 Extension 8253 **Email:** Philip.Herro@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/student-experience/campus-life/athletics/
Biosafety	**Name:** Stanley Valles **Title:** Director of Campus Safety & Emergency Management **Office Location:** Campus Safety, Somerset Hall, Lower Level **Phone Number:** (908) 526-1200 Extension 8593 **Email:** Stanley.Valles@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/student-experience/campus-life/campus-safety/
Building Code Administration	**Name:** Philip Weaver **Title:** Assistant Director Compliance and Facilities **Office Location:** College Center, First Floor **Phone Number:** (908) 526-1200 Extension 8812 **Email:** Philip.Weaver@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/student-experience/campus-life/
Budget (College)	**Name:** Theresa McAllister **Title:** Associate Vice President of Finance **Office Location:** Executive Offices **Phone Number:** (908) 526-1200 Extension 8249 **Email:** Theresa.McAllister@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration

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Campus Safety and Security	**Name:** Stanley Valles **Title:** Director of Campus Safety & Emergency Management **Office Location:** Campus Safety, Somerset Hall, Lower Level **Phone Number:** (908) 526-1200 Extension 8593 **Email:** Stanley.Valles@raritanval.edu **Web link to person or area:** www.raritanval.edu/general-information/rvcc-at-a-glance/security
Center for Accessibility and Inclusive Education	**Name:** Rikita Singh **Title:** Executive Director of Student Support **Office Location:** Advising & Transfer Suite L029 **Phone Number:** (908) 526-1200 Extension 8921 **Email:** CAIE@raritanval.edu **Web link to person or area:** www.raritanval.edu/sudent-life/student-services/disability-services
Code of Student Conduct	**Name:** Jason Fredericks **Title:** Vice President of Student Affairs **Office Location:** College Center, Suite C-110 **Phone Number:** (908)-648-8358 **Email:** Jason.Fredericks@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/general-information/policies-and-consumer-information/student-handbook
Counseling Center	**Name:** Tierra Hall-Edward **Title:** Director of Counseling **Office Location:** Advising & Transfer Suite L029 **Phone Number:** (908) 526-1200 Extension 8753 **Email:** personalcounseling@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/student-experience/support/counseling/
Data Administration, including IPEDS	**Name:** Sarah Donnelly **Title:** Director of Institutional Research and Assessment **Office Location:** Institution Research, Somerset Hall, S-316 **Phone Number:** (908) 526-1200 Extension 8355 **Email:** Sarah.Donnelly@raritanval.edu **Web link to person or area:** www.raritanval.edu
Data Security	**Name:** Cynthia Schaffer **Title:** Associate Vice President of Technology Services **Office Location:** Technology Services, S-119 **Phone Number:** (908) 526-1200 Extension 8315 **Email:** Cynthia.Schaffer@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/student-experience/support/tech-support/
Discrimination Complaints	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration

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Emergency Management	**Name:** Stanley Valles **Title:** Director of Campus Safety & Emergency Management **Office Location:** Campus Safety, Somerset Hall, Lower Level **Phone Number:** (908) 526-1200 Extension 8593 **Email:** Stanley.Valles@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/student-experience/campus-life/campus-safety/
Employee Records Custodian (Electronic & Paper) excluding faculty academic files	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Employee Relations and Collective Bargaining	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Employment Compliance Postings	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/employment-at-rvcc/
Equal Opportunity Officer	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Fair Labor Standards Act (FLSA)	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Family and Medical Leave Act (FMLA)	**Name:** Mary Ann Johnson **Title:** Assistant Director, Benefits & Administration **Office Location:** Human Resources, Somerset Hall, S-221 **Phone Number:** (908) 526-1200 Extension 8301 **Email:** MaryAnn.Johnson@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/employment-at-rvcc/

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FERPA - Family Educational Rights and Privacy Act (also known as the Buckley Amendment)	**Name:** John Wheeler **Title:** Registrar **Office Location:** Enrollment Services, Somerset Hall, L-032A **Phone Number:** (908) 526-1200 Extension 8339 **Email:** John.Wheeler@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/policies-consumer-information/ferpa/
Foundation - Gifts	**Name:** Vacant **Title:** Executive Director Foundation **Office Location:** RVCC Foundation, 74 Lamington Road, Branchburg **Phone Number:** (908) 648-8567 **Email:** **Web link to person or area:** https://www.raritanval.edu/community/rvcc-foundation/
Fraud - Reporting	**Name:** Theresa McAllister **Title:** Associate Vice President of Finance **Office Location:** Executive Office Suite **Phone Number:** (908) 526-1200 Extension 8863 **Email:** Theresa.McAllister@raritanval.edu **Web link to person or area:** www.raritanval.edu
Graduation Rates Survey – Student Right to Know	**Name:** Sarah Donnelly **Title:** Director of Institutional Research and Assessment **Office Location:** Institution Research, Somerset Hall, S-316 **Phone Number:** (908) 526-1200 Extension 8355 **Email:** Sarah.Donnelly@raritanval.edu **Web link to person or area:**
Human Resources, General	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/employment-at-rvcc/
Immigration Status, Faculty and Staff	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Immigration Status, Students	**Name:** Elizabeth Sullivan **Title:** Manager of Veterans and International Student Services **Office Location:** Advising and Transfer Suite L-029H **Phone Number:** (908) 526-1200 Extension 8452 **Email:** Elizabeth.Sullivan@raritanval.edu **Web link to person or area:** www.raritanval.edu/admissions-information/apply-to-rvcc

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Independent Contractor Status	**Name:** Michael DePinto **Title:** Executive Director of Business Services **Office Location:** Finance & Purchasing Suite **Phone Number:** (908) 526-1200 Extension 8216 **Email:** Michael.DePinto@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Information Technology Security	**Name:** Cynthia Schaffer **Title:** Associate Vice President of Technology Services **Office Location:** Technology Services, S-119 **Phone Number:** (908) 526-1200 Extension 8315 **Email:** Cynthia.Schaffer@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/student-experience/support/tech-support/
Insurance	**Name:** Theresa McAllister **Title:** Associate Vice President of Finance **Office Location:** Executive Offices **Phone Number:** (908) 526-1200 Extension 8863 **Email:** Theresa.McAllister@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Internal Audit	**Name:** Theresa McAllister **Title:** Associate Vice President of Finance **Office Location:** Executive Office Suite **Phone Number:** (908) 526-1200 Extension 8863 **Email:** Violet.Willensky@raritanval.edu **Web link to person or area:** www.raritanval.edu
Institutional Review Board	**Name:** Darren Smith **Title:** Executive Director, Institutional Effectiveness **Office Location:** Somerset Hall, S-312 **Phone Number:** (908) 526-1200 Extension 8289 **Email:** Darren.Smith@raritanval.edu **Web link to person or area:**
Laboratory Safety	**Name:** Philip Weaver **Title:** Assistant Director Compliance and Facilities **Office Location:** College Center, First Floor **Phone Number:** (908) 526-1200 Extension 8812 **Email:** Philip.Weaver@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
MSCHE Accreditation Liaison Officer	**Name:** Darren Smith **Title:** Executive Director, Institutional Effectiveness **Office Location:** Somerset Hall, S-312 **Phone Number:** (908) 526-1200 Extension 8289 **Email:** Darren.Smith@raritanval.edu **Web link to person or area:**

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Policies and Regulations, General	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/policies-consumer-information/
President	**Name:** Michael J. McDonough **Title:** President **Office Location:** Executive Offices **Phone Number:** (908) 526-1200 Extension 8270 **Email:** Michael.McDonough@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/about-rvcc/leadership/
Public Safety	**Name:** Stanley Valles **Title:** Director of Campus Safety & Emergency Management **Office Location:** Campus Safety, Somerset Hall, Lower Level **Phone Number:** (908) 526-1200 Extension 8593 **Email:** Stanley.Vallaes@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/student-experience/campus-life/campus-safety/
Purchasing/ Procurement/Third-party Contracts	**Name:** Michael DePinto **Title:** Executive Director of Business Services **Office Location:** Finance & Purchasing Suite, College Center 1st floor **Phone Number:** (908) 526-1200 Extension 8216 **Email:** Michael.DePinto@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/public-notices/
Records Custodian, Retention, etc. (Electronic & Paper)	**Name:** John Wheeler **Title:** Registrar **Office Location:** Enrollment Services, Somerset Hall, L-032A **Phone Number:** (908) 526-1200 Extension 8339 **Email:** John.Wheeler@raritanval.edu **Web link to person or area:** www.raritanval.edu/admissions-information/student-enrollment-services
Risk Management	**Name:** Theresa McAllister **Title:** Associate Vice President of Finance **Office Location:** Executive Offices **Phone Number:** (908) 526-1200 Extension 8863 **Email:** Theresa.McAllister@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration

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Security	**Name:** Stanley Valles **Title:** Director of Campus Safety & Emergency Management **Office Location:** Campus Safety, Somerset Hall, Lower Level **Phone Number:** (908) 526-1200 Extension 8593 **Email:** Stanley.Valles@raritanval.edu **Web link to person or area:** www.raritanval.edu/general-information/rvcc-at-a-glance/security
Sexual Harassment, Employee Acknowledgement	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Student Advising	**Name:** Gina Kuijlaars **Title:** Director, Advising and Transfer Services **Office Location:** Somerset Hall, L029-S **Phone Number:** (908) 526-1200 Extension 8641 **Email:** Gina.Kuijlaars@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/student-experience/support/academic-advising/
Student Financial Aid	**Name:** Leonard Mesonas **Title:** Director of Financial Aid **Office Location:** Enrollment Services, Somerset Hall, L-032B **Phone Number:** (908) 526-1200 Extension 8371 **Email:** Leonard.Mesonas@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/paying-for-college/financial-aid/
Student Educational Records (FERPA)	**Name:** John Wheeler **Title:** Registrar **Office Location:** Enrollment Services, Somerset Hall, L-032A **Phone Number:** (908) 526-1200 Extension 8339 **Email:** John.Wheeler@raritanval.edu **Web link to person or area:** www.raritanval.edu/admissions-information/student-enrollment-services
Subpoenas, Court Orders, and Public Records Requests	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** www.raritanval.edu/administration
Title IV	**Name:** Leonard Mesonas **Title:** Director of Financial Aid **Office Location:** Enrollment Services, Somerset Hall, L-032B **Phone Number:** (908) 526-1200 Extension 8371 **Email:** Leonard.Mesonas@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/paying-for-college/financial-aid/

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Title IX	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/policies-consumer-information/title-ix/
Verification of Compliance with Accreditation-Relevant Federal Regulations	**Name:** Darren Smith **Title:** Executive Director, Institutional Effectiveness **Office Location:** Somerset Hall, S-312 **Phone Number:** (908) 526-1200 Extension 8289 **Email:** Darren.Smith@raritanval.edu **Web link to person or area:**
Veteran Affairs	**Name:** Elizabeth Sullivan **Title:** Manager of Veterans and International Student Services **Office Location:** Advising and Transfer Suite L-029H **Phone Number:** (908) 526-1200 Extension 8452 **Email:** Elizabeth.Sullivan@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/paying-for-college/financial-aid-scholarships/veterans-benefits
Wage and Tax reports and/or Statements	**Name:** Catherine Todd **Title:** Payroll Manager **Office Location:** Budget & Finance, College Center 1st floor **Phone Number:** (908) 526-1200 Extension 8376 **Email:** Catherine.Todd@raritanval.edu **Web link to person or area:**
Whistleblower Protection	**Name:** Theresa McAllister **Title:** Associate Vice President of Finance **Office Location:** Executive Offices **Phone Number:** (908) 526-1200 Extension 8863 **Email:** Theresa.McAllister@raritanval.edu **Web link to person or area:**
Worker's Compensation	**Name:** Caroline Seibert **Title:** Senior Human Resources Specialist **Office Location:** Human Resources, Somerset Hall, 2nd floor **Phone Number:** (908) 526-1200 Extension 8941 **Email:** Caroline.Seibert@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/employment-at-rvcc/
Workplace Safety	**Name:** Cheryl Wallace **Title:** Vice President of Human Resources & Administration **Office Location:** Human Resources, Somerset Hall, S-218 **Phone Number:** (908) 526-1200 Extension 8260 **Email:** Cheryl.Wallace@raritanval.edu **Web link to person or area:** https://www.raritanval.edu/employment-at-rvcc/