



Business Services Contact Information

Program	Primary Contact	Secondary Contact
Paycheck Questions	Payroll Department	
Missing Account Numbers	LeAna Dixon	
Business Processess Error Messages	LeAna Dixon	
Travel Cash Receipts/Business Processes	Sara Stoerner	
All Budget Related Questions	Renea Woodruff	
Account Number Access	Renea Woodruff	
Requisition Assistance	Joseph Villaba	
Purchasing Questions	Joseph Villaba	
AP/Check Requests	Sara Stoerner	
Benefits Questions	Benefits Office	
Time Clock or Punch Questions	Bruce Sorrell	
Training Documentation and Coordination	Daisy McClellan	
Security Access	Kathy Zeagler	
System Errors	Michael Samuelson	Bruce Sorrell
Requesting a Time Card Approval Surrogate	Bruce Sorrell	
Requesting a Requisition Approval Surrogate	Vicki Alvarado	