

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>	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
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 Dean of Student Affairs 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, Business and Public Service Somerset Hall S-303 (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-316 (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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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 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

COMPLIANCE DIRECTORY - OFFICES AND CONTACTS

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-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 Assistant Director, Benefits & Payroll 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) 648-8567 Michael.Marion@raritanval.edu www.raritanval.edu/community-resources/foundation

COMPLIANCE DIRECTORY - OFFICES AND CONTACTS

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 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>	Sarah Donnelly Director of Institutional Research and Assessment Institution Research, Somerset Hall, S-316 (908) 526-1200 Extension 8355 Sarah.Donnelly@raritanval.edu https://www.raritanval.edu/general-information/policies-and-consumer-information/general-policies
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, Business and Public Service Somerset Hall S-303 (908) 526-1200 Extension 8802 Patrice.Marks@raritanval.edu www.raritanval.edu/administration

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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-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 to person or area</u>	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 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
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 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 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
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 www.raritanval.edu/administration

COMPLIANCE DIRECTORY - OFFICES AND CONTACTS

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

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</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, Business and Public Service Somerset Hall S-303 (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 Assistant Director, Benefits & Payroll 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