Office of Finance, Administration and Operations

Staff Areas of expertise

Laura Crowe
• Time entry
• HR paperwork
• Facilities Work orders
• Keys
• Faculty/Staff Parking
• Fedex Mailing
• Copier Questions

Allison Newman
• ADFAO Lindsay Burke-Melton's calendar
• Purchases made on the procurement card
• Visitor Parking
• General Mailing
• Copier Questions

Cindy Satterfield
• Travel
• Purchases made by invoice
• Petty Cash Reimbursement
• Contract processing