


May 16, 2013

MEMORANDUM

TO: Deans, Directors, and Department Heads

FROM: Charles Leffler, Vice Chancellor for Finance and Business 

SUBJECT: Finance and Business Organizational and Personnel Announcements

Let me tell you about some changes that are occurring in the Finance and Business Division.

Finance and Resource Management Division - The Office of Cost Analysis has been established within the Division of Finance and Resource Management to be more responsive to University, College, and Departmental needs regarding the administration of Auxiliary, Sales and Service, Agency, and other Institutional Trust Funds, as well as rate reviews and approvals. The Office is led by Ginger Burks who joined NC State in September 2012 with experience as a Budget Analyst with the North Carolina Office of State Budget and Management (OSBM) and more recently as Associate Vice President for Finance with UNC General Administration where for ten years she was involved in assembly of the University Budget Priorities submitted to the Board of Governors, Governor and General Assembly; analysis and policy work on operating budgets, financial aid and enrollment growth funding.

The Controller's Office will transfer the management and creation of existing or new project ID requests for Auxiliary, Sales and Service, Discretionary, Agency and other Institutional Trust Funds to the Office of Cost Analysis. Contracts and Grants will transfer the responsibility for service centers (both recharge center and specialized service facilities) rate reviews and approvals to the Office of Cost Analysis. In addition, the Office will continue working with the University's Budget Restructuring Task Force to analyze existing resource allocations on campus. The Office also coordinates and maintains the financial dashboard information presented to the University community through the Office of Finance and Business (http://dashboard.ofb.ncsu.edu/f_b_index.php) and its Division of Finance and Resource Management.

University Business Operations Division - Amy Grubbs has been appointed to the position of Onboarding Manager for the University Business Operations Division (UBOD). In this role, Amy will serve as the manager of the University's Onboarding Service Center (OSC) within the UBOD. The OSC will employ a "one-stop shop" approach to delivering services that ensure the efficient and effective activation and orientation of newly hired employees. Amy has been a valued member of the NC State community for over twelve years, most recently as the Assistant Director of Employment Services for the Division of Human Resources.

Finance and Business Organizational and Personnel Announcements
May 16, 2013
Page 2 of 2

Human Resources Division- Joe Williams has been promoted to Director for Employee Benefits and Programs. Joe has served as Assistant Director for Benefits at NC State since 2006, leading benefits operations and having been integrally involved in both major benefit plan design implementations and major HR system implementations. Prior to joining NC State, Joe worked in HR consultant and HR information system roles in the private sector.

Adalia (Jessie) Sova will join the Human Resources Division in the role of Director for EPA Personnel, effective June 1. Jessie was formerly Assistant Dean for Finance in CHASS and for the past five years has served as Assistant Vice Chancellor for Resource Management at UNC-Wilmington. Her experience and knowledge of NC State and the UNC System will add much needed capacity in the EPA Administration unit.

If you have any questions or comments, please feel free to contact me.