



# UNIVERSITY of WASHINGTON | BOTHELL

## SERVICES CONTACT LIST

Service	Contact	Phone	Box No.
Academic HR	<a href="#">Peggy Frazier</a>	352-5459	358522
Accounts Payable	<a href="#">Jim Pilon</a>	352-5260	358525
Accounts Receivable	<a href="#">Laura Land</a>	352-3640	358525
Admissions - Applications	<a href="#">Crystal Buchholz</a>	352-3375	358500
Admissions - Freshman	<a href="#">David Brown</a>	352-5316	358500
Admissions - Transfers	<a href="#">Molly Ormsby</a>	352-5244	358500
Advising	<a href="#">UWB Main Line</a>	352-5000	358500
Bookstore	<a href="#">Bookstore</a>	352-3344	358564
Budget Request/Allocations	<a href="#">Kendra Yoshimoto</a>	352-3804	358525
Budget Statements	<a href="#">Laura Land</a>	352-3640	358525
Campus News	<a href="#">Lisa Walker</a>	352-3663	358528
Campus Copiers	<a href="#">George Michael</a>	352-5491	358525
Campus Planning	<a href="#">Amy Van Dyke</a>	352-5261	358520
Car Unlocks	<a href="#">Security Dispatch</a>	352-5359	358570
Career Services	<a href="#">Emily Christian</a>	352-3628	358500
Cashier Office	<a href="#">Cashier</a>	352-3246	358544
Check Requests	<a href="#">Jim Pilon</a>	352-3246	358525
Common Grounds/Catering	<a href="#">Georgia Kalansountas</a>	352-3313	358525
Community Relations	<a href="#">Kelly Snyder</a>	352-3623	358528
Construction	<a href="#">Tony Guerrero</a>	352-3557	358575
Convocation	<a href="#">Lisa Walker</a>	352-3663	358528
Counseling	<a href="#">Leah Bridger</a>	352-5429	358500
Course Fees	<a href="#">Therese Grant</a>	352-5404	358520
Credit Evaluation	<a href="#">Jen Wildrick</a>	352-5217	358500
Custodial Services	<a href="#">Facilities Help Desk</a>	352-5466	358575
Disability Services	<a href="#">Rosa Lundborg</a>	352-5307	358500
Emergencies	<a href="#">Security Dispatch</a>	352-5359	358570
Environmental Health & Safety	<a href="#">Dave Leonard</a>	352-3661	358575
Equipment Inventory	<a href="#">Jim Pilon</a>	352-5260	358525
Events Manager	<a href="#">Peggy Brown</a>	352-3556	358525
Facilities Work Orders	<a href="#">Facilities Help Desk</a>	352-5466	358575
Faculty/Staff Development	<a href="#">Denise Rollin</a>	352-5462	358526
Faculty/Staff Employment	<a href="#">Denise Rollin</a>	352-5462	358526
Financial Aid	<a href="#">Danette Iyall</a>	352-5326	358500
Financial Systems Access	<a href="#">Maria Jimenez</a>	352-5235	358525
Food Approval Forms	<a href="#">Kendra Yoshimoto</a>	352-3804	358525
Furniture Acquisition	<a href="#">Amy Van Dyke</a>	352-5261	358520
Grades	<a href="#">Pam Lundquist</a>	352-3213	358500
Grants & Contracts	<a href="#">Jim Pilon</a>	352-5260	358525
Graphic Design	<a href="#">Paul Huereque</a>	352-3216	358528
Grounds	<a href="#">Facilities Help Desk</a>	352-5466	358575
Husky Card	<a href="#">Husky Card</a>	206-543-7222*	353085
Internal Controls	<a href="#">Kendra Yoshimoto</a>	352-3804	358525
Internships	<a href="#">David Brown</a>	352-5210	358500



UNIVERSITY of WASHINGTON | BOTHELL

**SERVICES CONTACT LIST**

Service	Contact	Phone	Box No.
IT Help Desk	<a href="mailto:it@uwb.edu">it@uwb.edu</a>	352-3456	358560
Journal Voucher Requests	<a href="#">Laura Land</a>	352-3640	358525
Keys	<a href="#">Security Dispatch</a>	352-5359	358570
Leave Records (OWLS)	<a href="#">Kimba Steffa</a>	352-5460	358525
Lock/Unlock Doors	<a href="#">Security Dispatch</a>	352-5359	358570
Logo's	<a href="#">Lisa Walker</a>	352-3663	358528
Lost and Found	<a href="#">Security Dispatch</a>	352-5359	358570
Mail Services	<a href="#">George Michael</a>	352-5491	358525
Maintenance	<a href="#">Facilities Help Desk</a>	352-5466	358575
Media Contact	<a href="#">Ina Zajac</a>	352-5461	358528
Motor Pool	<a href="#">Facilities Help Desk</a>	352-5466	358575
Notary	<a href="#">Louise Shearer</a>	352-3252	358520
Office Moves	<a href="#">Amy Van Dyke</a>	352-5261	358520
Ombudsman	<a href="#">Susan Neff</a>	352-5238	352238
Parking Permits	<a href="#">Lisa Robertson</a>	352-3246	358525
Payroll - Faculty	<a href="#">Kimba Steffa</a>	352-5460	358525
Payroll - Staff & Hourly	<a href="#">Kimba Steffa</a>	352-5460	358525
Petty Cash	<a href="#">Lisa Robertson</a>	352-3246	358525
Police Matters	<a href="#">Security Dispatch</a>	352-5359	358570
Procurement Card Questions	<a href="#">Kendra Yoshimoto</a>	352-3804	358525
Public Records Requests	<a href="#">Therese Grant</a>	352-5404	358520
Purchasing	<a href="#">Jim Pilon</a>	352-5260	358525
Recruitment	<a href="#">Molly Ormsby</a>	352-5244	358500
Registrar	<a href="#">Pam Lundquist</a>	352-3213	358500
Research Support	<a href="#">Carolyn Brennan</a>	352-5355	358522
Risk Management	<a href="#">Therese Grant</a>	352-5404	358520
Room Assignments	<a href="#">Pam Lundquist</a>	352-3213	358500
Safe Campus		352-SAFE (7233)*	
Safety Escort	<a href="#">Security Dispatch</a>	352-5359	358570
Scheduling - Classrooms	<a href="#">uwb rooms</a>	352-5314	358500
Scheduling - General Rooms	<a href="#">Peggy Brown</a>	352-3556	358525
Scholarships	<a href="#">Danette Iyall</a>	352-5326	358500
Shredding	<a href="#">Nicole Sanderson</a>	352-3137	358575
Signage	<a href="#">Amy Van Dyke</a>	352-5261	358520
Space Management	<a href="#">Amy Van Dyke</a>	352-5261	358520
Student Activities	<a href="#">George Theo</a>	352-3326	358555
Student Employment	<a href="#">Lynda West</a>	352-5352	358500
Student Housing	<a href="#">John Shaheen</a>	352-3763	358525
Telephone - All Campus Services	<a href="#">Dan Sullivan</a>	352-3777	358575
Time/Leave Reporting	<a href="#">Kimba Steffa</a>	352-5294	358525
Traffic Enforcement	<a href="#">Security Dispatch</a>	352-5359	358570
Transportation Services	<a href="#">Calvin Johnson</a>	352-5421	358525
Travel	<a href="#">Maria Jimenez</a>	352-5235	358525
Ucar	<a href="#">Facilities Help Desk</a>	352-5466	358575



UNIVERSITY *of* WASHINGTON | BOTHELL

***SERVICES CONTACT LIST***

<b>Service</b>	<b>Contact</b>	<b>Phone</b>	<b>Box No.</b>
Upass Purchase	<a href="#">Lisa Robertson</a>	352-3246	358525
Veteran's Services	<a href="#">Rosa Lundborg</a>	352-5307	358500
Web Design	<a href="#">Laura Mansfield</a>	352-5307	358528

**NOTE: If you have changes to this list please contact Therese Grant at [tgrant@uwb.edu](mailto:tgrant@uwb.edu).**

**\*All telephone numbers are 425 area code unless otherwise indicated.**