

**GVSU Business and Finance
Contact Directory**

Area	Contact	Phone
Accounting – Auxiliary Funds	Terra Muckenthaler	18118
Accounting – Credit Card Terminals	Chad Reynolds	19484
Accounting – Daily Cash Reports	Denise Doyle	12200
Accounting – Designated Funds	Brenda Lindberg	12201
Accounting – Endowment Funds	Jennifer Kamradt	12205
Accounting – General Fund	Ryan McLatcher	13057
Accounting – Agency Funds	Kevin Kotlewski	18124
Accounting – Plant Funds	Terra Muckenthaler	18118
Accounting – Restricted Funds (Grants)	Jennifer Kamradt	12205
Accounting – Restricted Funds (Grants)	Martha Moore	12204
Accounting – Restricted Funds (Grants)	Ryan McLatcher	13057
Banner & OnBase Access and Approval Levels	Stacey Lefevre/Ryan Smitt	12892/19481
Banner Finance Training/E-Prints & OnBase	Kay Klosowski/Stacey Lefevre	12831/12892
Budget Office – Base Budget	Terri Suess	12234
Budget Office – Working Budget	Davidpaul Lemmen	12396
Budget Office – Position #s AP/Faculty (Base)	Terri Suess	12234
Budget Office – Position #'s Hourly (Base)	Davidpaul Lemmen	12396
Budget Office – Position #s (Adj, Temp, Call-in, Student)	Kay Klosowski	12831
Fixed Asset Accounting	Martha Moore	12204
FOAPs (new and changes)	Stacey Lefevre Ryan Smitt	12892 19481
Invoice Processing	Julie DeVecht	12202
Invoice Processing	Kathleen Loreth	18010
Invoice Processing	Cathie Richter	13021
Office Depot Access	Stacey Lefevre/Ryan Smitt	12892/19481
OnBase Password Resets	Kathleen Loreth	12287
Payroll	Payroll Office	12237
Procurement Services	Heather White	12280
Purchasing Cards	Kip Smalligan	13211
Reception Desk	Roxie Host	12252
Requisitions	Tonya Valencia	12280
Transfer Requests	Terra Muckenthaler	18118
Travel and Expense Reimbursements	Kim Suber	12203
FAX		13287