

PAYROLL POSITION HIGHLIGHTS

Gary Ufer

Director, Payroll Operations

- Payroll process and pay policy
- Government compliance
- Union contract reporting and problems resolution

David Houlihan

Manager, Payroll Operations

- Payroll process and pay policy
- Fiscal/Calendar year end processing
- HRIS system technical issues

Lizette Cruz

Administrative Aide

- General payroll inquiries
- W-2 reissues
- Child Support/Garnishment inquiries

Althea Weston

Monthly Payroll and Database Administrator

- Monthly paycheck questions and issues resolution
- Taxable Tuition Remission inquiries
- Rent and other monthly deduction questions
- Overpayments – monthly paid

Basil Boothe

Biweekly/Weekly Payroll Administrator

- Biweekly/Weekly administrative/technical staff paycheck questions and issues resolution
- Computer Loan Deduction Authorization
- Union Contract pay issues except UAW

Kathleen Kelly

Reporting and Monthly Payroll Coordinator

- Stop and reissue monthly paychecks
- PASS issues – monthly paid
- HRIS system security
- Salary expense distribution issues - fund 24/25
 - Dental
 - Wagner
 - IFA
 - FAS
 - Law
 - Library
 - General University

Sandra Solarte-Orlando

Biweekly/Weekly Payroll Coordinator

- Stop and reissue biweekly administrative/technical staff paychecks
- PASS issues - biweekly administrative/technical staff
- Salary expense distribution issues - all biweekly/weekly paid except fund 24/25

Thyra Alleyne

Monthly Payroll Budget Analyst

- Salary expense distribution issues - all monthly paid except fund 24/25
- Salary expense distribution issues - fund 24/25
 - CIMS
 - Social Work
 - Gallatin
 - Tisch
 - Education
 - Stern
 - SCPS
- Salary Expense Report Access

Robin Richardson

Sr. Payroll Assistant

- Biweekly administrative/technical paycheck and time report issues
- Stop and reissue biweekly paychecks

Carol Haynes

Weekly Payroll Assistant

- Weekly paycheck and time reporting issues
- New York State Disability payroll reporting

Philip Pares

Student Payroll Coordinator

- GA/TA/RA paycheck questions and issues resolution
- Overpayments – all biweekly/weekly paid

Erik Estridge

Student Payroll Assistant

- Student/casual paycheck questions and issues resolution:

Bronfman Center	FAS	Student Life
Advertising & Publications	Gallatin	Telecommunications
America Reads	Grey Art Gallery	Tisch
Budget & Planning	Health Center	University Relations
Enrollment	Public Safety	VPSA
External Affairs	Registrar	Wagner
	Student Affairs	

Allan Goldschmidt

Student Payroll Assistant

- Student/casual paycheck questions and issues resolution:

Administration & Operations	Coles Education Housing ID Center IFA ITS	Library M & O Provost Skirball-Media Svcs Social Work Wasserman Ctr (Career Svcs)
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Nadine Heron

Student Payroll Assistant

- Student/casual paycheck questions and issues resolution:

Courant	Legal Counsel	Reprographics
Dental Center	School of Medicine	SCPS/SCE
Financial Aide	Palladium	Stern
Law School	Purchasing	All others not noted above

Loretta Napoli

Union and Benefits Reporting

- Monthly reporting as required by Unions
- Retiree benefits billing
- TIAA-CREF and Vanguard funding