

## NCTA CAMPUS OPERATIONS POINT OF CONTACT INFORMATION FOR SERVICES OR QUESTIONS

### FACILITIES OPERATIONS

#### Facilities Projects

Jennifer McConville 308-367-5259 [jmconville2@unl.edu](mailto:jmconville2@unl.edu)

#### Contracts and Related Purchase Orders

#### Facilities Work Orders System (link directly below)

<http://maintenancepartner.net/GenerateRequest.aspx?key=8fMN5Hy6Fyz%2bCv84DzPCUfkr19lvtJ1RyH%2b9P6ij%2fDe9DIvNNyPR9Q%3d%3d>

#### Transportation Questions

Randi Houghtelling 308-367-5277 [rhoughtelling2@unl.edu](mailto:rhoughtelling2@unl.edu)

### Custodial and Security

#### **SECURITY PHONE**

**308-367-7504**

#### 1<sup>st</sup> Shift

Becky Currie	308-367-6825 (cell)	<a href="mailto:rcurrie2@unl.edu">rcurrie2@unl.edu</a>
Mark Gardner	308-367-5289	<a href="mailto:mgardner2@unl.edu">mgardner2@unl.edu</a>
Sandy Wills	308-367-5289	<a href="mailto:swills1@unl.edu">swills1@unl.edu</a>

#### 2<sup>nd</sup> Shift

Tyler Faber	308-367-5289	<a href="mailto:tfaber2@unl.edu">tfaber2@unl.edu</a>
TJ Popp	308-367-5289	<a href="mailto:tpopp3@unl.edu">tpopp3@unl.edu</a>

#### 3<sup>rd</sup> Shift

Matt Davis	308-367-5289	<a href="mailto:mdavis56@unl.edu">mdavis56@unl.edu</a>
Dan Stewart	308-367-5289	<a href="mailto:dstewart9@unl.edu">dstewart9@unl.edu</a>

### Maintenance (includes Heating Plant)

Kenny Russell – Maintenance/Heating Plant	308-367-6447 (cell)	<a href="mailto:krussell1@unl.edu">krussell1@unl.edu</a>
Mark Ehlers – Maintenance/Work Orders	308-367-5277	<a href="mailto:mehlers1@unl.edu">mehlers1@unl.edu</a>
Anthony Gardner – UPS and FedEx Deliveries	308-367-5277	<a href="mailto:agardner4@unl.edu">agardner4@unl.edu</a>

### BUSINESS OPERATIONS

#### Budget Cost Center Details

[jgilbert3@unl.edu](mailto:jgilbert3@unl.edu)

#### Budget Submittals

[NCTA-BudgetOffice@unl.edu](mailto:NCTA-BudgetOffice@unl.edu)

#### Employment and Personnel HR

Jan Gilbert 308-367-5252 [jgilbert3@unl.edu](mailto:jgilbert3@unl.edu)

#### Accounts Payable and Receivable

#### Payroll and Student HR

#### SOFS (Student Org. Financial Services)

Laura Romeo 308-367- 5263 [lromeo2@unl.edu](mailto:lromeo2@unl.edu)

#### Travel

Linda Cole 308-367-5240 [lcole1@unl.edu](mailto:lcole1@unl.edu)

**LEARNING RESOURCE CENTER**

**Library Services and Blackboard**

Mo Khamouna 308-367-5213 [mkhamouna1@unl.edu](mailto:mkhamouna1@unl.edu)

**IT AND TELECOMMUNICATIONS**

**IT and Telecomm Work Orders**

Justin Baugher 308-367-6938 (cell) [ncta-helpdesk@unl.edu](mailto:ncta-helpdesk@unl.edu)  
[jbaugher2@unl.edu](mailto:jbaugher2@unl.edu)

**WEBSITE** <http://ncta.unl.edu>

**Webmaster** 308-367-5276 [ereed2@unl.edu](mailto:ereed2@unl.edu)

**STUDENT SERVICES**

**Admissions and Recruiting**

Tina Smith (Coordinator) 308-367-5267 [tsmith24@unl.edu](mailto:tsmith24@unl.edu)  
Bailey Michaels 308-367-5232 [bmichaels2@unl.edu](mailto:bmichaels2@unl.edu)  
Megan Zawacki 308-367-5255 [mzawacki@unl.edu](mailto:mzawacki@unl.edu)

**Advising, ADA-504 (students), Retention**

Kevin Martin 308-367-5217 [kmartin4@unl.edu](mailto:kmartin4@unl.edu)

**Records and Registration**

Vicky Luke 308-367-5204 [vluke1@unl.edu](mailto:vluke1@unl.edu)

**Residence Life and Activities**

Ryan Bauman 308-367-5247 [rbauman2@unl.edu](mailto:rbauman2@unl.edu)

**Scholarships and Financial Aid**

Brigid Vail 308-367-5207 [nctafinancialaid@unl.edu](mailto:nctafinancialaid@unl.edu)

**BOOKSTORE**

Cindy Fritsche 308-367-5294 [cfritsche2@unl.edu](mailto:cfritsche2@unl.edu)

**FOOD SERVICES**

**Cafeteria**

Sarah Cole 308-367-5246 [scole4@unl.edu](mailto:scole4@unl.edu)  
Rachel Faber 308-367-5246 [rfaber2@unl.edu](mailto:rfaber2@unl.edu)

**Catering/Vending**

Sarah Cole 308-367-5246 [scole4@unl.edu](mailto:scole4@unl.edu)  
Cindy Fritsche 308-367-5294 [cfritsche2@unl.edu](mailto:cfritsche2@unl.edu)

**Deli**

Chrissy Barnhart 308-367-5256 [ccurrie2@unl.edu](mailto:ccurrie2@unl.edu)  
Jo Popp 308-367-5256 [npopp2@unl.edu](mailto:npoppp2@unl.edu)

**EXTERNAL RELATIONS**

**Grants and Public Relations (PR)**

Mary Crawford 308-367-5231 [mcrawford@unl.edu](mailto:mcrawford@unl.edu)