

SOM Departmental Business Office Staff Expertise						
Last Name	First Name	Job Title	Department	Area of Expertise	Phone #	Email address
Schroeder	Charles	Grants & Contracts Administrator	PM& R	Sponsored Research Admin - Pre to Post Award	828-2433	cschroeder2@vcu.edu
Slawski	Desiree	Office Manager	Neurology	VISA issues/process (J-1, H1B, etc.)	828-9869	dslawski@mcvh-vcu.edu
Riggins	Jerry	Administrator	Hematology/ Oncology	Research and Academic Program Management	828-9643	jriggins@vcu.edu
Johnson	Marcus	Program Coordinator, HR	Internal Medicine	Faculty Recruitment	828-8218	johnsonma@vcu.edu
Scott	Karen	Program Coordinator, HR	Internal Medicine	Classified & Hourly Recruitment/Hiring	628-0898	kscott@mcvh-vcu.edu
Zirkle	Lydia	Associate Administrator, HR	Internal Medicine	Classified Pay Practices; PAFs; VCU HR Policies & Procedures; Faculty Overload Jobs; Faculty Recruitment; Serving on Faculty eJobs Committee	828-9691	lzirkle@mcvh-vcu.edu
Samuels	Cheryl	Grants Accountant	Pharmacology & Toxicology	management and year-end reporting for training grants (T32); management of multi-component projects (centers, program projects, consortium grants, etc.); sponsored programs subcontract management (agreement set-up, payment management, close-out); monthly account reconciliation and yearly close-out (Banner to excel spreadsheet to PI); ePAFS and PHAREDS	828-8404	cpsamuel@vcu.edu
Filips	April	Fiscal Technician	Pharmacology & Toxicology	monthly purchasing card reconciliation; DOD proposal preparation and submission		
Lanberg	Larry	Admin Staff Assistant	Biochemistry	Account Reconciliation	628-7600	lanbergl@vcu.edu
Humpage	Jodi	Administrator	Biochemistry	Faculty Recruitment	828-0104	jlhumpag@vcu.edu
Humpage	Jodi	Administrator	Biochemistry	Human Resources	828-0104	jlhumpag@vcu.edu
Maceyka	Michael	Instructor	Biochemistry	Pre-Award	828-0224	mwmaceyka@vcu.edu
Marcoccia	Sania	Fiscal Coordinator	Dean's Office, Administrative Svcs	Moving & relocation, Travel, Reimbursements, eVA purchasing, Image Now, Banner Receiving	828-3745	smarcoccia@vcu.edu
Taranto	Ann-marie	Lead Fiscal Coordinator	Dean's Office, Administrative Svcs	Pcard reconciliation, timekeeping	828-2044	amtaranto@vcu.edu
Rice	Doris	Finance Manager	Surgery	Grants; VCU accounting	828-1127	drice2@mcvh-vcu.edu
Anderson	Barbara	HR Manager	Surgery	All aspects of HR; VCU & MCVH	828-9662	bcaders@vcu.edu
Nicholas	Deborah	Credentialing Manager	Surgery	Provider credentialing and recruitment; VCU/MCVP; all aspects of Residency	828-8290	dcnichol@vcu.edu
Farquhar	Doris	Education- Project Mgr	Surgery	Program Management	827-1030	dfarquha@vcu.edu
Woolf	William (Bill)	Financial Administrator	Pathology	budget, finance, grants	828-1250	wwoolf@mcvh-vcu.edu
Williams	Alita	fiscial tech	Pathology	budget, finance, grants	828-9672	awilliams@mcvh-vcu.edu
Brooks	Sandra	fiscal tech	Pathology	Pos,p -card reconciliation	827-8367	sbrooks@mcvh-vcu.edu
Vetter	Larry	Dir. of Planning and space	Pathology	faculty recruit	828-3870	lvetter@mcvh-vcu.edu
Patch	Judy	Personnel Manager	Pathology	personnel, HR	628-1279	jpatch@mcvh-vcu.edu
Sorah	Sharon	billing managefr	Pathology	billing	828-8953	ssorah@mcvh-vcu.edu
Land	Garry	Personnel coord.	Pathology	time keeping	828-5252	gland@mcvh-vcu.edu
Young	Katherine	Pre Award/IT Specialist	Epidemiology	Pre Award	828-9829	kyoung2@vcu.edu
Bowery	Kelly	Dept Admin	Epidemiology	Student Funding/Health Insurance	628-2227	kblowery@vcu.edu
Harvey	Paige	Fiscal/Purchasing Specialist	Healthcare Policy and Research	Purchasing, Travel, moving & relocation	628-3444	pharvey@vcu.edu
Henley	Deidre	Fiscal Tech	Family Medicine	Pcard reconciliation, banner reconciliation,travel, timekeeping	628-3424	dahenley@vcu.edu