SFA Financial Services Office Structure

**Assistant Dean/COO**

**SFA Financial Services Office - Shared Services Model**

**Fiscal Manager (UCP VII)** - Mary Mell
mary.mell@uconn.edu
(860) 486-3311

**Business Manager II (UCP VII)** - Cecile Stanzione
cecel.stanzione@uconn.edu
(860) 486-3751

**Business Manager I (UCP VI)** - Melanie Chebro
melanie.chebro@uconn.edu
(860) 486-3730

**Financial Assistant II (UCP V)** - Michael Williams
michael.3.williams@uconn.edu
(860) 486-4334

**Benefits to a Shared Services Model:**

- **Focused Vision & Organized Structure**
  - Improved perspective on the overarching goals
  - Structure is simple and clear
  - Proper coordination and leadership; better aligned to operational plan
  - Facilitates quicker decisions and turnaround times

- **Integrates Business Office Operations**
  - Provides control, transparency
  - Promotes standardization, consistency and compliancy
  - Provides greater support & resources; creates alignment and balanced approach

- **Promotes Effective Communication**
  - Bridges gaps and disconnects
  - Fosters transfer of knowledge/collaboration

- **Discontinues Administrative Staff from Fiscal Oversight and Responsibilities**

- **Enables Business Continuity**
  - Manage risk much more effectively

**Departments:**

- Dean's Office (All)
- Art & Art History (Academic)
- Digital Media & Design (Academic)
- Dramatic Arts (Academic)
- Music (Academic)

**Academic Units Support**

- Payroll/Headcount - Permanent
- Payroll/Headcount - Temporary
- Payroll/Headcount - GA's
- Purchasing, Accounts Payable, Procard Recon
- Foundation Deposits/Disbursements
- Contract & Grants Administration
- Budgeting/Projections/Reporting
- GL Financial Processing
- Travel Reimbursement Processing
- Scholarship Financial Processing

**Performing/Exhibiting Unit Support**

- Payroll/Headcount - Permanent
- Payroll/Headcount - Temporary
- Purchasing, Accounts Payable, Procard Recon
- Personal Service Agreements
- Student Labor/Time Card Processing
- Foundation Deposits/Disbursements
- Contract & Grants Administration
- Budgeting/Projections/Reporting
- GL Financial Processing
- Travel Reimbursement Processing