

ADMINISTRATION DIVISION - WHO TO CONTACT LIST

Department/Areas	Name	Email	Phone Number
Dining, Procurement, Bookstore, Student and University Mail Center, Guest house, Vending, bookstore, Division-wide financial analysis and metrics, policy and process administration	Eric Macharia, Executive Director of Administration Services	eric.macharia@valpo.edu	219-464-5715
Facilities Management, capital projects, energy & sustainability, space planning	Jason Kutch, Executive Director of Facilities	jason.kutch@valpo.edu	219-464-5684
Parking & Transportation, OneCard	Joanne Pesavento, Director, Campus Services	joanne.pesavento@valpo.edu	219-464-6126
Student Mail Center	Heather Kimes-Perez, Manager	heather.kimes-perez@valpo.edu	219-464-5105
University Mail Center	Mary Patton, Manager	mary.patton@valpo.edu	219-464-5470
Guest House Reservations	Marybeth Petre	guesthouse@valpo.edu	219-464-5800
Building Services/Housekeeping	Annmarie Wilson-Futrell, Director	annmarie.wilson-futrell@valpo.edu	219-464-6105
Landscape and Grounds	Ron Brindley, Director	ron.brindley@valpo.edu	219-464-5437
Facilities Management business operations and personnel; Dining Hiring	Sandy Gonzalez, Director	sandra.gonzalez@valpo.edu	219-464-5133
Maintenance	Director		
Parking/Transportation	Adam Klos, Parking and Transportation Manager	adam.klos@valpo.edu	219-464-5131
OneCard	Jonathan Plant, Operations Manager	jonathan.plant@valpo.edu	219-464-5131
Bookstore	Lori Harvey, Manager	lori.harvey@valpo.edu	219-464-5522
Work Orders, Energy, Sustainability, Maintenance, Landscape, Building Services, key issues	FM Main Office		219-464-5132
Catering, Team Meals, Summer Group Meal Requests, Menu Requests, Meal Plans, Commuter, Staff/Faculty, Resident, Dining Questions	Dining Main Office	dining@valpo.edu	219-464-5016
Campus-wide agreements, standard purchase requisitions and orders, P-Card services, vendor sourcing, consortium bidding, request for proposal process management and compliance	Procurement Main Office	vu.purchasing@valpo.edu	219-464-5225