



## HR CONTACT INFO

Lynn Incardona,  
HR/Payroll Associate:  
**2240 or 2246**

Employment verifications; new adjunct hiring; scheduling; payroll questions; general questions.



Dawn Rotterman,  
Benefits Manager:  
**3151**

All Employee insurance plans; Retirement; Flexible Spending Accounts; Health Savings Accounts; Leaves of absence; Workers Compensation; Tuition Waivers



Mary Braun, Human Resources Generalist:  
**2247**

Unemployment; adjunct/faculty contracts; training questions; recruitment questions (job applications; job requirements; interview scheduling; etc.).



Linda Walleshauser,  
Associate Vice President for Human Resources & Compliance: **2244**

Compliance questions; training, professional development; policy manual updates/questions; employee relations.

