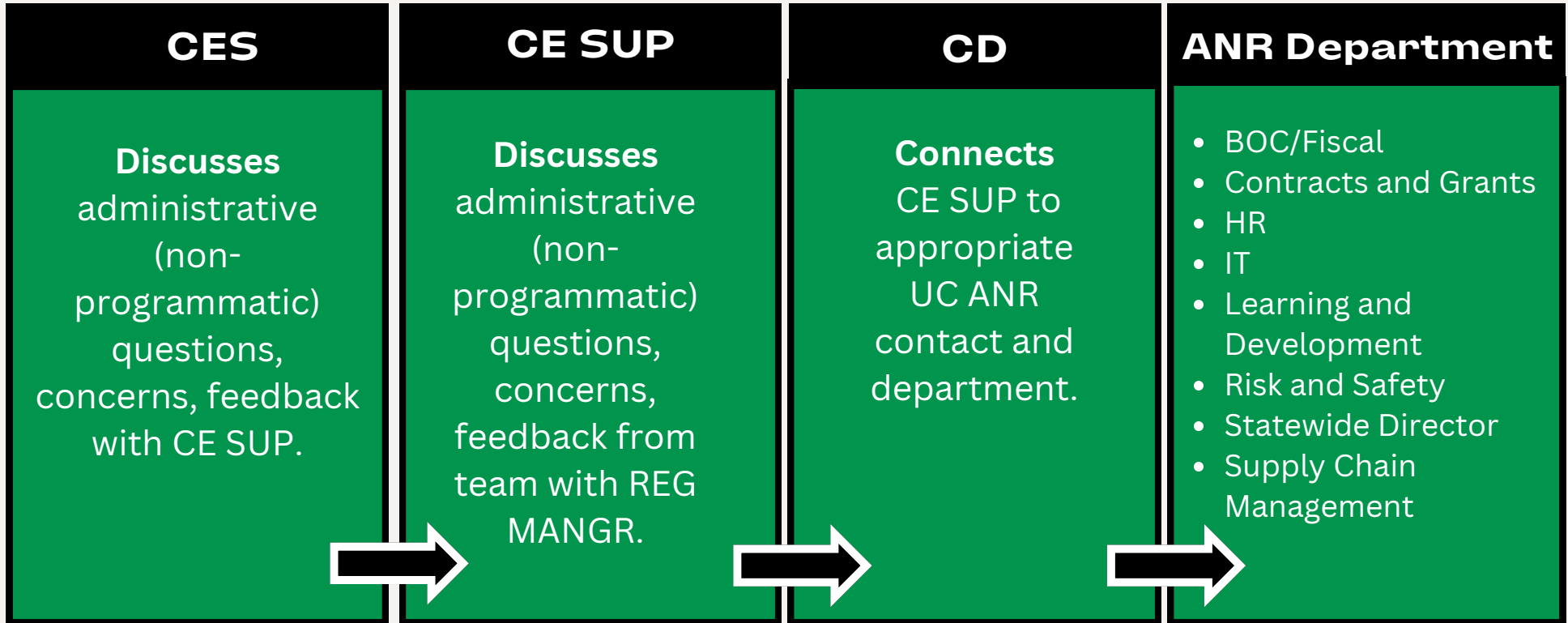


# UC ANR Communication Workflow

Purpose: To illustrate how to navigate administrative questions with different UC ANR departments



Statewide Director informed by CE SUP and CD on relevant administrative and program related matters.

CalFresh State Office informed by CE SUP and CD on program related matters.

# UC ANR Department Contact List

Updated 5/14/2024

Addressing personnel issues, **open a HR ticket in the ANR portal, Ian Smith will be assigned to assist.**

Medical or extended leave issues for staff, **open a HR ticket in the ANR portal Jodi Rosenbaum** (disability) and/or **Thang Martin will be assigned to assist.**

Safety related issues and concerns, including injuries and workman's comp, contact **Brian Oatman**. For workman's comp injuries, **cc Jodi Rosenbaum.**

Development or modification of local MOUs or other agreements (i.e. lease agreements, license agreements, facilities use agreements, research access agreements, volunteer/internship agreements), contact **Ryan Harms, Rachel Lloyd** and **cc Robin Sanchez.**

Guidance on fiscal and business operation matters, please reach out to your assigned business partner as referenced on the **UC ANR BOC website** and **cc Leslie Lipman.**

Laptop, computer program and software, security, and other technology related issues, please contact **help@ucanr.edu** or **open a ticket through the ANR IT portal.**

Supply Chain Management issues for AggieExpense, AggieEnterprise, AggieLogistics, AggiePrint, AggieShip, use the **helpdesk contact list.**

Payroll inquires and TRS approvals, please contact **Anne Marie Scott** at **anrpayroll@ucanr.edu.**

Statewide program administration issues and concerns, please contact **Amira Resnick** and **cc Leslie Lipman.**

Learning and Development resources please contact, **Jodi Azulai.**