

HUMAN RESOURCES DEPARTMENT DIRECTORY

HUMAN RESOURCES SERVICE CENTER MAIN NUMBER 758-4700

(Remember 758-HR00)

e-mail askHR@wfu.edu

ANGELA CULLER, *Director of Operations* (x4010)

HR SERVICE CENTER STAFF:

TAMARA HAMPTON, *Administrative Assistant* (x4700)

MELISSA ROBERTS, *Team Lead* (x3057)

KARI SHEETS, *HR Coordinator* – Monthly Employees (x5688)

JESSICA MAURICE, *HR Coordinator* – Bi-Weekly Employees (x4133)

SHANNON ARAYA, *HR Coordinator* – Student Employees (x3552)

HR PARTNERS AND TALENT ACQUISITION:

CHRISTY LENNON, *HR Partner* (x2513)
(Facilities & Campus Services, Graylyn, Residence Life & Housing)

ALLISON WETTERHAHN, *HR Partner* (x5242)
(Advancement, Finance, Information Systems)

TARA BROWN, *Manager, Talent Acquisition* (x4378)

CALL 4700 OR E-MAIL ASKHR@WFU.EDU FOR GENERAL HR INFORMATION ON TOPICS SUCH AS:

- EMPLOYMENT VERIFICATIONS
- BENEFITS
- TUITION CONCESSION
- RETIREMENT
- PTO
- OTHER HR QUESTIONS/ISSUES

VISIT OUR WEBSITE AT WWW.WFU.EDU/HR FOR THE FOLLOWING INFORMATION:

- BENEFITS SUMMARY
- PTO INFORMATION
- POLICY INFORMATION
- FACULTY AND STAFF RESOURCES AND SERVICES
- HR FORMS AND DOCUMENTS

YOU MAY ALSO CONTACT THE FOLLOWING STAFF DIRECTLY FOR ASSISTANCE:

MIKE TESH, *Associate Vice President (x3256)*

SONJA ROSS, *Assistant to Associate Vice President (x5243)*

- Scheduling appointments for Mike Tesh, AVP
- United Way/Arts Council

LAURIE O'BRIEN, *Director of Benefits, Compensation and HRIS (x1885)*

BETH FAY, *Benefits Analyst (x5678)*

- Reviews Retirement Data
- Reviews all benefit plans
- Works directly with plan vendors

COBURN DAGENHART, *Benefits Counselor (x2971)*

- Benefits Counseling sessions
- Retiree Benefits
- COBRA
- Benefits Orientation

TIM MAHER, *Compensation Manager (x5066)*

- Compensation issues
- Compensation surveys
- Grading of positions

NELLIE MITCHELL, *Compensation Analyst (x4213)*

- Position descriptions

NANCY LEE, *HR Systems Analyst (x3553)*

- HR reports
- Labels
- HR website updates

ANDREA ELLIS, *Associate Director, Professional Development Center (x4322)*

- Personal and professional development opportunities (e-mail: pdc.wfu.edu)
- Customized departmental training needs
- Training/Development topic suggestions

TOMMA GUASTAFERRO, *Talent Management Coordinator (x4394)*

- Provides support for the Professional Development Center & Talent Acquisition
- Maintains and updates Talent Management website, including the Talent Acquisition and Professional Development Center websites

DORIS McLAUGHLIN, *EEO Manager, Diversity & Compliance Director (x4814)*

- Compliance issues
- Affirmative Action

MIMI KOMOS, *Leave Coordinator and Compliance Specialist (x4945)*

- On the job injuries
- Absence management (Leaves of absence: FMLA and Maternity Leave)
- Short term and Long term disability
- Exit Interviews