

To: Dalhousie Agricultural Campus Faculty and Staff

From: Ian Nason, Assistant Vice-President, Financial Services

Date: September 10, 2012

Re: Financial Contacts

This memo is intended to provide Financial Services contact information to the faculty and staff on the Agricultural Campus for the newly merged operations with Dalhousie University.

It is important to note that the focus will be on a smooth transition and therefore staff at both the Bible Hill and Halifax offices are available to work with you to maintain day-to-day requirements as we implement the merged options.

As you become familiar with the delivery of these services, you are encouraged to contact the offices in either Bible Hill or Halifax for answers to your questions. Additionally, staff are available to meet with individuals or groups to discuss the delivery of financial services.

The following table provides contact information for the various sections within Financial Services.

	<u>Telephone</u>	<u>Email</u>
<u>Student Accounts</u>		
Velona Crosby	893-4298	crosbyvi@gov.ns.ca
Belinda Whittle	893-4309	whittlbi@gov.ns.ca
<u>Research Accounts</u>		
Kelly Marshall	893-6603	marshaka@gov.ns.ca
Becky Dillon	893-4371	dillonbl@gov.ns.ca
<u>Procurement</u>		
Wanda MacDonald	893-6361	macdonwg@gov.ns.ca
Belinda Whittle	893-4309	whittlbi@gov.ns.ca

Payments/Accounts Payable

Accounts Payable Staff	494-2302	Finance.payables@dal.ca
------------------------	----------	--

Web for Admin

Belinda Whittle	893-4309	whittlbj@gov.ns.ca
Kelly Marshall	893-6603	marshaka@gov.ns.ca

Budget

Terry MacMichael	893-4377	macmicte@gov.ns.ca
Christine Delodder	494-1522/893-6719	Christine.Delodder@dal.ca

Questions may also be directed to the following members of the Financial Services team:

Colin Spinney, Treasurer (University Investments)	494-8821	colin.spinney@dal.ca
Darrell Cochrane, Controller (Accounting, Accounts Payables, Research & Special Purpose Funds)	494-6774	darrell.cochrane@dal.ca
Mike Drane, Director of Procurement (P-Card, Procurement, Print Centre)	494-2363	mike.drane@dal.ca
Susan Robertson, Director, Budgets and Financial Analysis (Budgets, Insurance, Financial Analysis)	494-2816	susan.robertson@dal.ca
Ian Nason, Assistant Vice-President, Financial Services	494-1724	ian.nason@dal.ca

Ian Nason
Assistant Vice-President,
Financial Services

IN/sn