



UNIVERSITY of WASHINGTON | BOTHELL

SERVICES CONTACT LIST

Service	Contact	Phone	Box No.
Academic HR	Annie Littlefield	352-5256	358522
Accounts Payable	Jim Pilon	352-5260	358525
Accounts Receivable	Cynthia Yee	352-5247	358525
Admissions	Admissions Questions	352-5000	358500
Advising	UWB Main Line	352-5000	358500
Bookstore	Bookstore	352-3344	358564
Budget Request/Allocations	Segan Jobe	352-5206	358525
Budget Statements	Segan Jobe	352-5206	358525
Campus Conference/Events Rooms:	Therese Grant	352-5404	358520
Discovery Hall 352F	Reserve Room	352-5064	
Discovery Hall 452F	Reserve Room	352-5126	
Discovery Hall 464	Reserve on Outlook	352-5160	
Husky Hall 1110	Reserve on Outlook	352-5395	
Husky Hall 1160	Reserve Room	352-5419	
Husky Hall 1160A	Reserve Room	352-3220	
Husky Hall 1431	Reserve on Outlook	352-3164	
Husky Hall 1451	Reserve on Outlook	352-3729	
Mobius Hall	Reserve Room	352-8113	
North Creek Events Center	Reserve Room	352-3556	
UW1 103	Reserve on Outlook	352-3695	
UW1 211B	Reserve on Outlook	352-3236	
UW1 260B	Reserve on Outlook	352-3757	
UW1 280	Reserve Room	352-3257	
UW1 361	Reserve on Outlook	352-3273	
UW1 370	Reserve on Outlook	352-3285	
UW2 327	Reserve on Outlook	352-5051	
UWBB 216	Reserve on Outlook	352-3198	
UWBB 276	Reserve on Outlook	352-3741	
Campus News	Lisa Hall	352-3663	358528
Campus Copiers	George Michael	352-5491	358525
Campus Planning	Amy Van Dyke	352-5261	358520
Car Unlocks	Security Dispatch	352-5359	358570
Career Services	Emily Christian	352-3628	358500
Cashier Office	Cashier	352-3246	358544
Check Requests	Jim Pilon	352-5260	358525
Common Grounds/Catering	Mor Moua	352-3313	358525
Community Relations	Kelly Snyder	352-3623	358528
Construction	Tony Guerrero	352-3557	358575
Convocation	Lisa Walker	352-3663	358528
Counseling	Leah Bridger	352-5429	358500
Course Fees	Christian Adams	352-3880	358522
Credit Evaluation	Jen Wildrick	352-5217	358500
Custodial Services	Facilities Help Desk	352-5466	358575
Disability Services	Rosa Lundborg	352-5307	358500



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Service	Contact	Phone	Box No.
Emergencies	Security Dispatch	352-5359	358570
Environmental Health & Safety	Gary Bangs	206-543-0469*	354400
Equipment Inventory	Jim Pilon	352-5260	358525
Events & Conference Services	Peggy Brown	352-3556	358525
Facilities Work Orders	Facilities Help Desk	352-5466	358575
Financial Aid	Danette Iyall	352-5326	358500
Financial Systems Access	Maria Jimenez	352-5235	358525
Food Approval Forms	Kendra Yoshimoto	352-3804	358525
Furniture Acquisition	Amy Van Dyke	352-5261	358520
Grades	Pam Lundquist	352-3213	358500
Grants & Contracts	Jim Pilon	352-5260	358525
Graphic Design	Paul Huereque	352-3216	358528
Grounds	Facilities Help Desk	352-5466	358575
Husky Card	Husky Card	206-543-7222*	353085
Internal Controls	Kendra Yoshimoto	352-3804	358525
Internships	David Brown	352-5210	358500
IT Help Desk	it@uwb.edu	352-3456	358560
Journal Voucher Requests	Cynthia Yee	352-5247	358525
Keys	Security Dispatch	352-5359	358570
Leave Records (OWLS)	Kimba Steffa	352-5460	358525
Lock/Unlock Doors	Security Dispatch	352-5359	358570
Logo's	Lisa Walker	352-3663	358528
Lost and Found	Security Dispatch	352-5359	358570
Mail Services	George Michael	352-5491	358525
Maintenance	Facilities Help Desk	352-5466	358575
Media Contact	Laura Mansfield	352-5406	358528
Motor Pool	Facilities Help Desk	352-5466	358575
Notary Public	Jim Pilon	352-5260	358525
Office Moves	Susan Smith	352-3689	358520
Ombudsman	Charles Sloane	352-5238	352238
Parking Permits	Lisa Robertson	352-3246	358525
Payroll - Faculty	Annie Littlefield	352-5256	358522
Payroll - Staff & Hourly	Kimba Steffa	352-5460	358525
Petty Cash	Lisa Robertson	352-3246	358525
Police Matters	Security Dispatch	352-5359	358570
Procurement Card Questions	Kendra Yoshimoto	352-3804	358525
Public Records Requests	Therese Grant	352-5404	358520
Purchasing	Jim Pilon	352-5260	358525
Registrar	Pam Lundquist	352-3213	358500
Research Support	Carolyn Brennan	352-5355	358522
Risk Management	Therese Grant	352-5404	358520
Room Assignments	Pam Lundquist	352-3213	358500
Safe Campus		352-SAFE (7233)*	



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Service	Contact	Phone	Box No.
Safety Escort	Security Dispatch	352-5359	358570
Scheduling - Classrooms	uwb rooms	352-5314	358500
Scheduling - General Rooms	UWB Campus Events	352-3556	358525
Scholarships/Financial Aid	Danette Iyall	352-5326	358500
Shredding	Rachel Summers	352-5466	358575
Signage	Amy Van Dyke	352-5261	358520
Space Management	Amy Van Dyke	352-5261	358520
Staff Development	Denise Rollin	352-5462	358526
Staff Employment	Denise Rollin	352-5462	358526
Student Activities	George Theo	352-3326	358555
Student Employment	huskyjob@u.washington.edu	352-3706	358500
Student Housing	Chelsea Knodel	352-5333	358525
Telephone - All Campus Services	UW Technology	206-221-5000*	
Leave Time Reporting (LTR)	Kimba Steffa	352-5294	358525
Traffic Enforcement	Security Dispatch	352-5359	358570
Transportation Services	Daniele Sissons	352-3292	358524
Travel	Maria Jimenez	352-5235	358525
Ucar	Facilities Help Desk	352-5466	358575
Upass Purchase	Lisa Robertson	352-3246	358525
Veteran's Services	Rosa Lundborg	352-5307	358500
Web Design	Laura Mansfield	352-5406	358528

NOTE: If you have changes to this list please contact Therese Grant at tgrant@uwb.edu.

***All telephone numbers are 425 area code unless otherwise indicated.**