

## Reimbursement Processing Support (RPS)

12.8.2025

✓Travel, Booking & Expense Claim Generation

✓Journal Entries - ONL & back-up to LFO

### GENERAL PROCESSING SUPPORT - ACADEMIC AFFAIRS

|            |                |              |                                                                |              |
|------------|----------------|--------------|----------------------------------------------------------------|--------------|
| Specialist | <i>primary</i> | Gerry Barela | <a href="mailto:Gerry.Barela@nau.edu">Gerry.Barela@nau.edu</a> | 928-523-6064 |
|------------|----------------|--------------|----------------------------------------------------------------|--------------|

### TRAVEL PROCESSING SUPPORT - ACADEMIC AFFAIRS

[NAU-TRAVEL@nau.edu](mailto:NAU-TRAVEL@nau.edu)

|                   |                     |                 |                                                                      |              |
|-------------------|---------------------|-----------------|----------------------------------------------------------------------|--------------|
| Manager           |                     | Melinda Miller  | <a href="mailto:Melinda.Miller@nau.edu">Melinda.Miller@nau.edu</a>   | 928-523-3250 |
| Assistant Manager |                     | Avi Callan      | <a href="mailto:Avigail.Callan@nau.edu">Avigail.Callan@nau.edu</a>   | 928 523-2070 |
| Coordinator       | <b>Foreign Trv.</b> | Sabrina Goodner | <a href="mailto:Sabrina.Goodner@nau.edu">Sabrina.Goodner@nau.edu</a> | 928-523-4543 |
| Coordinator       | <b>Foreign Trv.</b> | Isabel Mancini  | <a href="mailto:Isabel.Mancini@nau.edu">Isabel.Mancini@nau.edu</a>   | 928-523-5386 |
| Coordinator       | <b>Group Trv.</b>   | Nickie Hickson  | <a href="mailto:Nickie.Hickson@nau.edu">Nickie.Hickson@nau.edu</a>   | 928-523-4306 |

### CAL - College of Arts & Letters

|            |                    |               |                                                                  |              |
|------------|--------------------|---------------|------------------------------------------------------------------|--------------|
| Specialist | <i>pre-travel</i>  | Joel Garcia   | <a href="mailto:Joel.Garcia@nau.edu">Joel.Garcia@nau.edu</a>     | 928-523-0342 |
| Specialist | <i>post-travel</i> | Liza Tutnauer | <a href="mailto:Liza.Tutnauer@nau.edu">Liza.Tutnauer@nau.edu</a> | 928-523-6047 |

### CEFNS - College of Environment, Forestry, and Natural Sciences

|            |                    |                   |                                                                          |              |
|------------|--------------------|-------------------|--------------------------------------------------------------------------|--------------|
| Specialist | <i>pre-travel</i>  | Rayes Masayestewa | <a href="mailto:Rayes.Masayestewa@nau.edu">Rayes.Masayestewa@nau.edu</a> | 928-523-5408 |
| Specialist | <i>post-travel</i> | Angie Lele        | <a href="mailto:Angelina.Lele@nau.edu">Angelina.Lele@nau.edu</a>         | 928-523-     |

### CEFNS - Centers and Institutes\*

|            |  |              |                                                                |              |
|------------|--|--------------|----------------------------------------------------------------|--------------|
| Specialist |  | Stephen Ward | <a href="mailto:Stephen.Ward@nau.edu">Stephen.Ward@nau.edu</a> | 928-523-4293 |
|------------|--|--------------|----------------------------------------------------------------|--------------|

### CHHS - College of Health & Human Services

|            |                    |               |                                                                  |              |
|------------|--------------------|---------------|------------------------------------------------------------------|--------------|
| Specialist | <i>pre-travel</i>  | Joel Garcia   | <a href="mailto:Joel.Garcia@nau.edu">Joel.Garcia@nau.edu</a>     | 928-523-0342 |
| Specialist | <i>post-travel</i> | Liza Tutnauer | <a href="mailto:Liza.Tutnauer@nau.edu">Liza.Tutnauer@nau.edu</a> | 928-523-6047 |

### CIE - Center for International Education

|             |                    |                 |                                                                      |              |
|-------------|--------------------|-----------------|----------------------------------------------------------------------|--------------|
| Coordinator | <i>pre-travel</i>  | Isabel Mancini  | <a href="mailto:Isabel.Mancini@nau.edu">Isabel.Mancini@nau.edu</a>   | 928-523-5386 |
| Coordinator | <i>post-travel</i> | Sabrina Goodner | <a href="mailto:Sabrina.Goodner@nau.edu">Sabrina.Goodner@nau.edu</a> | 928-523-4543 |

### COE - College of Education

|            |                    |                 |                                                                      |              |
|------------|--------------------|-----------------|----------------------------------------------------------------------|--------------|
| Specialist | <i>pre-travel</i>  | Tatumn Anderson | <a href="mailto:Tatumn.Anderson@nau.edu">Tatumn.Anderson@nau.edu</a> | 928-523-2816 |
| Specialist | <i>post-travel</i> | Kali Loeffler   | <a href="mailto:Kali.Loeffler@nau.edu">Kali.Loeffler@nau.edu</a>     | 928-523-3426 |

### CON - College of Nursing

|            |                    |               |                                                                  |              |
|------------|--------------------|---------------|------------------------------------------------------------------|--------------|
| Specialist | <i>pre-travel</i>  | Joel Garcia   | <a href="mailto:Joel.Garcia@nau.edu">Joel.Garcia@nau.edu</a>     | 928-523-0342 |
| Specialist | <i>post-travel</i> | Liza Tutnauer | <a href="mailto:Liza.Tutnauer@nau.edu">Liza.Tutnauer@nau.edu</a> | 928-523-6047 |

### SBS - College of Social and Behavioral Sciences

|            |                    |                   |                                                                          |              |
|------------|--------------------|-------------------|--------------------------------------------------------------------------|--------------|
| Specialist | <i>pre-travel</i>  | Rayes Masayestewa | <a href="mailto:Rayes.Masayestewa@nau.edu">Rayes.Masayestewa@nau.edu</a> | 928-523-5408 |
| Specialist | <i>post-travel</i> | Angie Lele        | <a href="mailto:Angelina.Lele@nau.edu">Angelina.Lele@nau.edu</a>         | 928-523-     |

### SCE - Steve Sanghi College of Engineering

|            |                    |                 |                                                                      |              |
|------------|--------------------|-----------------|----------------------------------------------------------------------|--------------|
| Specialist | <i>pre-travel</i>  | Tatumn Anderson | <a href="mailto:Tatumn.Anderson@nau.edu">Tatumn.Anderson@nau.edu</a> | 928-523-2816 |
| Specialist | <i>post-travel</i> | Kali Loeffler   | <a href="mailto:Kali.Loeffler@nau.edu">Kali.Loeffler@nau.edu</a>     | 928-523-3426 |

### FCB/HRM - W.A. Franke College of Business

|            |                    |                   |                                                                          |              |
|------------|--------------------|-------------------|--------------------------------------------------------------------------|--------------|
| Specialist | <i>pre-travel</i>  | Rayes Masayestewa | <a href="mailto:Rayes.Masayestewa@nau.edu">Rayes.Masayestewa@nau.edu</a> | 928-523-5408 |
| Specialist | <i>post-travel</i> | Angie Lele        | <a href="mailto:Angelina.Lele@nau.edu">Angelina.Lele@nau.edu</a>         | 928-523-     |

### Provost Office, et. al.\*\*

|             |                    |                 |                                                                      |              |
|-------------|--------------------|-----------------|----------------------------------------------------------------------|--------------|
| Coordinator | <i>pre-travel</i>  | Isabel Mancini  | <a href="mailto:Isabel.Mancini@nau.edu">Isabel.Mancini@nau.edu</a>   | 928-523-5386 |
| Coordinator | <i>post-travel</i> | Sabrina Goodner | <a href="mailto:Sabrina.Goodner@nau.edu">Sabrina.Goodner@nau.edu</a> | 928-523-4543 |

### Provost Office, et. al.\*\*

### CEFNS Center's & Institutes\*

|                      |                                                             |
|----------------------|-------------------------------------------------------------|
| Cline Library        | Center for Adaptable Western Landscapes (CAWL)              |
| Graduate College     | Center for Materials Interfaces in research & Access (MIRA) |
| Honors College       | Colorado Plateau Research Center                            |
| NAU Online           | Ecological Restoration Institute (ERI)                      |
| NAU Yuma             | Ecosystem Science & Society (ESS)                           |
| Provost's Office     |                                                             |
| Vice Provost's - all |                                                             |

Reimbursement Processing Support (RPS)

12.8.2025

- ✓Travel, Booking & Expense Claim Generation
- ✓Journal Entries - ONL & *back-up to LFO*

GENERAL PROCESSING SUPPORT - ADMINISTRATIVE CABINETS

|                   |                |              |                                                                        |              |
|-------------------|----------------|--------------|------------------------------------------------------------------------|--------------|
| Specialist        | <i>primary</i> | Gerry Barela | <a href="mailto:Gerry.Barela@nau.edu">Gerry.Barela@nau.edu</a>         | 928-523-6064 |
| Assistant Manager |                | Nick Sanchez | <a href="mailto:Nicholas.Sanchez@nau.edu">Nicholas.Sanchez@nau.edu</a> | 928-523-9422 |

TRAVEL PROCESSING SUPPORT - ADMINISTRATIVE CABINETS

[NAU-TRAVEL@nau.edu](mailto:NAU-TRAVEL@nau.edu)

|                   |                     |                       |                                                                                  |              |
|-------------------|---------------------|-----------------------|----------------------------------------------------------------------------------|--------------|
| Manager           |                     | Melinda Miller        | <a href="mailto:Melinda.Miller@nau.edu">Melinda.Miller@nau.edu</a>               | 928-523-3250 |
| Assistant Manager |                     | Nick Sanchez          | <a href="mailto:Nicholas.Sanchez@nau.edu">Nicholas.Sanchez@nau.edu</a>           | 928-523-9422 |
| Coordinator       | <b>Foreign Trv.</b> | Sabrina Goodner       | <a href="mailto:Sabrina.Goodner@nau.edu">Sabrina.Goodner@nau.edu</a>             | 928-523-4543 |
| Coordinator       | <b>Foreign Trv.</b> | Isabel Mancini        | <a href="mailto:Isabel.Mancini@nau.edu">Isabel.Mancini@nau.edu</a>               | 928-523-5386 |
| Coordinator       | <b>Group Trv.</b>   | Verlinda Folgheraiter | <a href="mailto:Verlinda.Folgheraiter@nau.edu">Verlinda.Folgheraiter@nau.edu</a> | 928-523-9395 |

CapCO

|            |  |                 |                                                                      |              |
|------------|--|-----------------|----------------------------------------------------------------------|--------------|
| Specialist |  | Brianna Salcido | <a href="mailto:Brianna.Salcido@nau.edu">Brianna.Salcido@nau.edu</a> | 928-523-2636 |
|------------|--|-----------------|----------------------------------------------------------------------|--------------|

Human Resources

|             |  |                       |                                                                                  |              |
|-------------|--|-----------------------|----------------------------------------------------------------------------------|--------------|
| Coordinator |  | Verlinda Folgheraiter | <a href="mailto:Verlinda.Folgheraiter@nau.edu">Verlinda.Folgheraiter@nau.edu</a> | 928-523-9395 |
|-------------|--|-----------------------|----------------------------------------------------------------------------------|--------------|

Information Technology (ITS)

|            |  |                |                                                                    |              |
|------------|--|----------------|--------------------------------------------------------------------|--------------|
| Specialist |  | Jordan Jackson | <a href="mailto:Jordan.Jackson@nau.edu">Jordan.Jackson@nau.edu</a> | 928-523-5553 |
|------------|--|----------------|--------------------------------------------------------------------|--------------|

NAU Athletics

|            |  |                |                                                                    |              |
|------------|--|----------------|--------------------------------------------------------------------|--------------|
| Specialist |  | Jordan Jackson | <a href="mailto:Jordan.Jackson@nau.edu">Jordan.Jackson@nau.edu</a> | 928-523-5553 |
|------------|--|----------------|--------------------------------------------------------------------|--------------|

CHER/SHERC

|            |  |                  |                                                                        |              |
|------------|--|------------------|------------------------------------------------------------------------|--------------|
| Specialist |  | Madeline Belling | <a href="mailto:Madeline.Belling@nau.edu">Madeline.Belling@nau.edu</a> | 928-523-5803 |
|------------|--|------------------|------------------------------------------------------------------------|--------------|

Strategic Enrollment Management

|             |  |                |                                                                    |              |
|-------------|--|----------------|--------------------------------------------------------------------|--------------|
| Coordinator |  | Nickie Hickson | <a href="mailto:Nickie.Hickson@nau.edu">Nickie.Hickson@nau.edu</a> | 928-523-4306 |
|-------------|--|----------------|--------------------------------------------------------------------|--------------|

Institute for Tribal Environmental Professionals (ITEP)

|            |  |                  |                                                                        |              |
|------------|--|------------------|------------------------------------------------------------------------|--------------|
| Specialist |  | Madeline Belling | <a href="mailto:Madeline.Belling@nau.edu">Madeline.Belling@nau.edu</a> | 928-523-5803 |
|------------|--|------------------|------------------------------------------------------------------------|--------------|

Research

|            |  |                  |                                                                        |              |
|------------|--|------------------|------------------------------------------------------------------------|--------------|
| Specialist |  | Madeline Belling | <a href="mailto:Madeline.Belling@nau.edu">Madeline.Belling@nau.edu</a> | 928-523-5803 |
|------------|--|------------------|------------------------------------------------------------------------|--------------|

Student Affairs

|            |  |                 |                                                                      |              |
|------------|--|-----------------|----------------------------------------------------------------------|--------------|
| Specialist |  | Brianna Salcido | <a href="mailto:Brianna.Salcido@nau.edu">Brianna.Salcido@nau.edu</a> | 928-523-2636 |
|------------|--|-----------------|----------------------------------------------------------------------|--------------|

University Administration and Support Services (UASS)\*

|            |  |                  |                                                                        |              |
|------------|--|------------------|------------------------------------------------------------------------|--------------|
| Specialist |  | Madeline Belling | <a href="mailto:Madeline.Belling@nau.edu">Madeline.Belling@nau.edu</a> | 928-523-5803 |
|------------|--|------------------|------------------------------------------------------------------------|--------------|

University Advancement\*\*

|            |  |                |                                                                    |              |
|------------|--|----------------|--------------------------------------------------------------------|--------------|
| Specialist |  | Jordan Jackson | <a href="mailto:Jordan.Jackson@nau.edu">Jordan.Jackson@nau.edu</a> | 928-523-5553 |
|------------|--|----------------|--------------------------------------------------------------------|--------------|

University Central Administration\*\*

|             |  |                       |                                                                                  |              |
|-------------|--|-----------------------|----------------------------------------------------------------------------------|--------------|
| Coordinator |  | Verlinda Folgheraiter | <a href="mailto:Verlinda.Folgheraiter@nau.edu">Verlinda.Folgheraiter@nau.edu</a> | 928-523-9395 |
|-------------|--|-----------------------|----------------------------------------------------------------------------------|--------------|

University Finance & Business Services\*\*\*\*

|             |  |                       |                                                                                  |              |
|-------------|--|-----------------------|----------------------------------------------------------------------------------|--------------|
| Coordinator |  | Verlinda Folgheraiter | <a href="mailto:Verlinda.Folgheraiter@nau.edu">Verlinda.Folgheraiter@nau.edu</a> | 928-523-9395 |
|-------------|--|-----------------------|----------------------------------------------------------------------------------|--------------|

|                                                          |                                        |                                               |
|----------------------------------------------------------|----------------------------------------|-----------------------------------------------|
| <b>University Administration &amp; Support Services*</b> | <b>University Advancement**</b>        | <b>Univ. Finance &amp; Business Serv.****</b> |
| External Government Affairs                              | Alumni Engagement                      | Campus Services & Activities                  |
| General Counsel                                          | Center for High Altitude Training      | Comptroller                                   |
| Inclusive Excellence                                     | KNAU                                   | CPRM                                          |
| Native American Initiatives                              | NAU Advancement                        | Internal Audit                                |
| Office of EMSI                                           |                                        | Office of Sustainability                      |
| President-Administration                                 | <b>Univ. Central Administration***</b> | Univ. Ops Fin & Bus. Services                 |
| Strategic Communications                                 | Employee Related Expenses              |                                               |
| Strategic Plan Inst. Res. & Analysis                     | NAU Summer Sessions                    |                                               |
| University Events                                        | Univ. Priority Initiative              |                                               |
|                                                          | University Reserve                     |                                               |
|                                                          | University Stabilization Funds         |                                               |
|                                                          | University Strategic Plan Init.        |                                               |