

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

Academic Affairs (AAF)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
AAF-Academic Advising	AAF-Distance Learning External	AAF-KSF Enterprise/Institutes
AAF-Academic Affairs IND COSTS	AAF-Distance Lrning Center	AAF-KSU Press
AAF-Academic Testing External	AAF-Distinguished Professor	AAF-Ldrship and Acad Support
AAF-Academic Testing Services	AAF-Division of Global Affairs	AAF-MARB IND. COSTS
AAF-ADP	AAF-DSAC Enhancement Fund	AAF-Marietta Fac Resource Ctr
AAF-Analytics&DataSciencesInst	AAF-eCore	AAF-Montepulciano Site
AAF-Annual Conference	AAF-Education Abroad Fair	AAF-Museum Holocaust Education
AAF-Annual Phn Womens Confernc	AAF-Education Abroad Travel	AAF-Museum, Archive & Rare Bks
AAF-Archives & Rare Books	AAF-Education Abroad-Tuition	AAF-Off of Inst. Effectiveness
AAF-Burruss Administrative	AAF-eMajor	AAF-Office of Tech Enhan Learn
AAF-CAADS Events	AAF-Faculty Affairs	AAF-Paulding/Dallas Center
AAF-CETL	AAF-Global Affairs IND COSTS	AAF-President Emeritus
AAF-CETL Cmprehensive Pgm Review	AAF-Graduate Admissions	AAF-Provost Online Programs
AAF-CETL GA Conference	AAF-Graduate School Fair	AAF-Revital Pst Tenure Faculty
AAF-CETL IND. COSTS	AAF-ICA Institute Initiatives	AAF-RPG
AAF-CETL Online Prgm Support	AAF-ILEC	AAF-RRPG Prg Hisp&Lat Students
AAF-CIFAL Atlanta	AAF-ILEC (DSS)	AAF-SE Conf. On Tching Psych.
AAF-Confucius Institute	AAF-ILEC Online	AAF-Summer Revenue
AAF-CSAR (DSS)	AAF-Institutional Research	AAF-VP Academic Affairs
AAF-Ctr African Diaspora Study	AAF-Instructional Allocation	AAF-Writing Center
AAF-Curriculum & Gen Ed	AAF-Intensive English Program	AAF-Writing Center Lab Fees
AAF-Dean-Graduate Studies	AAF-International Education	
AAF-DGA Internationalization	AAF-International Programs	

Architecture and Construction Management (ACM), College of		
Primary Buyer	Sasha Polite	spolite2@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
ACM-ACM IND COSTS	ACM-Construction Management	ACM-Learning Culture
ACM-Architecture	ACM-Construction Mgmt Lab Fee	ACM-Online Programs
ACM-Architecture Lab Fee	ACM-Dean of ACM	ACM-Summer Design Workshop
ACM-Architecture Studio Fee	ACM-KSF Arch&Construction	

Arts (ART), College of the		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
ART- Online Programs	ART-Dance Theater Services	ART-Patron Serv Ticketing Fees
ART-Academic Productions	ART-DEAN IND. COSTS	ART-QEP
ART-Art & Design Course Fees	ART-Dean-Arts	ART-Sch of Music RecordingServ
ART-Art & Design Lab Support	ART-First Call Club	ART-School of Art and Design
ART-Art & Design TOSS Fees	ART-Guest Artist Series	ART-School of Music
ART-Art Museum Merchandise	ART-KSF College of Arts	ART-Starlight
ART-Art&Design Summe Intensiv	ART-KSU HS Dance Festival	ART-Stillwell Operations
ART-Arts Marketing Initiatives	ART-Marching Band Ops	ART-Summer Music Clinic
ART-Bailey Performance Center	ART-Marching Owls Course Fee	ART-T&PS Summer Clinic
ART-COTA Admission & Std. Svs.	ART-MarchingOwlsEvents&Services	ART-T&PS Summer Productions
ART-Dance	ART-Music Applied Lesson Fees	ART-Theatre & Perf. Studies
ART-Dance Summer Intensive	ART-Music Outreach Activities	
COTA Staff Council Marketing	ART-MUSIC TOSS Course Fees	

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

Athletics (ATH)		
Primary Buyer	Sasha Polite	spolite2@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
ATH -Athletic Advising	ATH-Marketing Baseball	ATH-Sports Information
ATH-Athletic Contingency	ATH-Marketing Cheer Team	ATH-Strength & Conditioning
ATH-Athletic Ticketing	ATH-Marketing Men's Basketball	ATH-Tennis Women's
ATH-Athletics Administration	ATH-Marketing Men's Golf	ATH-Video
ATH-Athletics Compliance	ATH-Marketing Men's Tennis	ATH-Volleyball
ATH-Athletics Development	ATH-Marketing Men's Track	ATH-Volleyball Game Day
ATH-Athletics Operations	ATH-Marketing Softball	ATH-WBB Game Day
ATH-Athletics Promos & Mrktng	ATH-Marketing Volleyball	ATH-Women CC In/Outdoor Track
ATH-Athletics Training Room	ATH-Marketing Women Basketball	ATH-Women`s Golf Equipment
ATH-Athletics Uniforms & Equip	ATH-Marketing Women's Golf	ATH-Women`s Golf Facilities
ATH-Baseball	ATH-Marketing Women's Soccer	ATH-Women`s Golf Gameday Ops
ATH-Baseball Equipment	ATH-Marketing Women's Tennis	ATH-Women`s Lacrosse Equipment
ATH-Baseball Facilities	ATH-Marketing Women's Track	ATH-Women`s Lacrosse Facilitie
ATH-Baseball Game Day	ATH-MBB Game Day	ATH-Women`s Lacrosse Marketing
ATH-Basketball-Men	ATH-Men`s Golf Equipment	ATH-Women`s Softball Equipment
ATH-Basketball-Womens	ATH-Men`s Golf Facilities	ATH-Women`s Softball Facilitie
ATH-Character Development	ATH-Men`s Golf Gameday Ops	ATH-Women`s Tennis Equipment
ATH-Cheer Camp II	ATH-Men`s Tennis Equipment	ATH-Women`s Tennis Facilities
ATH-Cheer/Dance Equipment	ATH-Men`s Tennis Facilities	ATH-Women`s Volleyball Equipme
ATH-Cheerleading	ATH-Mens Basketball Equipment	ATH-Women`s Volleyball Facilit
ATH-Cheerleading Camps	ATH-Mens Basketball Facilities	ATH-WomenCC In/Out Track Equip
ATH-Facilities	ATH-Mens CC In/Out Track Equip	ATH-WomenCC In/Out Track Facil
ATH-Football	ATH-Men's Tennis	ATH-WomenCC In/Out TrackGameOp
ATH-Football Equipment	ATH-Mens Tennis Game Day	ATH-Women's Lacrosse
ATH-Football Facilities	ATH-MensCC In/Out Track Facili	ATH-Womens Lacrosse Game Day
ATH-Football Game Day	ATH-MensCC In/Out Track GameOp	ATH-Women's Soccer
ATH-Football Marketing	ATH-MensCC Indoor/Outdoor Trac	ATH-Womens Soccer Equipment
ATH-Football Strength&Cond	ATH-NCAA Special Events	ATH-Womens Soccer Facilities
ATH-Football Video	ATH-SAAC	ATH-Womens Tennis Game Day
ATH-Golf-Men	ATH-Soccer Game Day	ATH-WomensBasketball Equipment
ATH-Golf-Women	ATH-Softball	ATH-WomensBasketball Facilitie
ATH-KSF Athletics	ATH-Softball Game Day	

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

Campus Services (AUX)		
Primary Buyer	Sasha Polite	spolite2@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
AUX-Aux Mailing Services	AUX-KSU Concessions	AUX-Parking Ops North Deck
AUX-Auxiliary Admin Offset	AUX-KSU Dining Services	AUX-Parking Ops Shuttle Svs
AUX-Auxiliary Administration	AUX-KSU Marketplace	AUX-Parking Ops Surface
AUX-Auxiliary Contingency	AUX-KSU Student Health Service	AUX-Residence Life
AUX-Auxiliary Surplus	AUX-Mailing Services	AUX-Residence Life StudentProg
AUX-Burrito Bowl	AUX-Marietta Campus Bookstore	AUX-Shop24
AUX-Card Services	AUX-Marietta Campus Pkng Deck	AUX-South Dining Hall
AUX-Catering	AUX-Marietta Chick Fil A	AUX-Special Interest
AUX-Chick Fil A	AUX-Marietta Dining Hall	AUX-Starbucks
AUX-Copy Print Service	AUX-Marietta Surface Lots	AUX-Starbucks Kennesaw
AUX-Create Salad	AUX-Mobile Trucks	AUX-Student Transportation
AUX-Culinary Farming Operation	AUX-My Grill	AUX-Subway
AUX-Culinary Services Admin	AUX-Olo Sushi	AUX-Sushi
AUX-Culinary Signing Bonus	AUX-Out Takes/ OTG	AUX-Transportation Motor Pool
AUX-Dining Hall Operations	AUX-Panda Express	AUX-Vending Marietta
AUX-Freestyle Soda	AUX-Papa Johns	AUX-Vending-Institutional Ops
AUX-Freshen's	AUX-Parking Operations	AUX-Village Skillet
AUX-GHC Position Share	AUX-Parking Ops Central Deck	AUX-Zaya
AUX-KSU Bookstore	AUX-Parking Ops East/West Deck	

Housing (AUX)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Keryn Marino	kmarino@kennesaw.edu
AUX-ARC I Housing	AUX-Housing Marietta Allocatio	AUX-Kennesaw Place Housing
AUX-ARC II Housing	AUX-Housing Marietta Offset	AUX-KSF Foundation Housing
AUX-ASAP Marketing	AUX-Housing Payroll Allocation	AUX-University Manor (KPII)
AUX-Commons Housing	AUX-Housing Payroll Offset	AUX-University Village Housing
AUX-Courtyard Housing	AUX-Housing University Alloc	AUX-Village Suites Housing
AUX-Hornet Village	AUX-Housing University Offset	
AUX-Housing Contingency	AUX-Howell Housing	

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

Coles College of Business (BUS)		
Primary Buyer	Sasha Polite	spolite2@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
BUS-Accounting DSS	BUS-EPEMBA	BUS-MBA Premium Cohort
BUS-BSides Atlanta-KSU	BUS-Executive Education Prgms	BUS-MEBUS Workshops
BUS-Business Course Fees	BUS-Family Business EMBA	BUS-MSHMI
BUS-CFEC Family Business Clini	BUS-Family Business EMBA (DSS)	BUS-MSHMI Cohort
BUS-CFEC Indirects	BUS-FBEE	BUS-MSIS Course Fees
BUS-Chronic Signal Inc.	BUS-GMAT fees&MBA Prog (State)	BUS-Music & Entertainmnt MEBUS
BUS-Coles Breakfast Series	BUS-GMAT Prep Fees	BUS-Online Programs
BUS-Coles MBA Foundatin Module	BUS-ICA Institute	BUS-QEP
BUS-Conf on Cooperative Compet	BUS-ICIT Center	BUS-RDS Ent Ctr SignatureEvent
BUS-Ctr For Info Security Edu	Business Admin-Creative Prob	BUS-SBDC Foundation
BUS-Dalton Cohort	BUS-Int'l Ctr for Innov in Tec	BUS-SBDC Matching
BUS-Dalton MBA Cohort	BUS-Intl Entrepreneurship Inst	BUS-SBDC Program Activities
BUS-DBA Cohorts	BUS-KSF Coles Clg of Business	BUS-School Of Accountancy
BUS-DBA Program	BUS-KSU Education Economic Cnt	BUS-Small Bus Dev Ctr-General
BUS-DBA Research Workshop	BUS-KSU MBA	BUS-Small Bus Dev-Sponsored
BUS-DEAN IND. COSTS	BUS-KSU Press	BUS-Sponsored Chair-Priv Ent
BUS-Dean-Business	BUS-KSU SynchronyFinancial MBA	BUS-Synchrony Financial MBA
BUS-Dept of Information Sys	BUS-Laval University	BUS-UG Business Core Crse Fee
BUS-Dinos Chair-Gen-Priv Ent	BUS-MAcc	BUS-UN PRME Conference
BUS-Dinos Chr-Entrepreneurshi	BUS-MAcc Program	BUS-Undergraduate Programs
BUS-Dpt of Econ,Fin & Qtv Anls	BUS-MAD Community Initiatives	BUS-Upper Div Business Fee
BUS-EMBA Alumni CT Learning	BUS-Management & Entrepreneur	BUS-WebMBA
BUS-EMBA Programs	BUS-Marketing & Profess Sales	BUS-WellsFargo Eminent Sch Cha

Chief Business Officer (CBO)		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
CBO-Access Control	CBO-Emergency Mngmt DSS	CBO-KSU Sports & Recreation Pk
CBO-Card Services Office	CBO-KSF Operations/Admin	CBO-PublicSafety Training/Conf
CBO-Chief Business Officer	CBO-KSU Sports & Rec Park(DSS)	CBO-Sports and Recreation Park

Chief Information Officer (CIO)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
CIO-Advanced ComputingServices	CIO-OIIT Maint. & Licenses	CIO-Student Technology Support
CIO-Chief Information Officer	CIO-PeopleSoft	CIO-Technology Factor

Chief Operations Officer (COO)		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
COO-EIM & IR		

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

Strategic Communications and Marketing (COM)		
Primary Buyer	Keryn Marino	kmarino@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
COM-AVP Stra Comm&Marketing	COM-Stra Comm&Marktnng-USG AAMI	COM-TE/PR Campaign
COM-USG AAMI Indirect Costs	COM-VP Stra Comm&Marketing	

Computing and Software Engineering, College of (CSE)		
Primary Buyer	Keryn Marino	kmarino@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
CSE-ACMSE	CSE-Computer Science Lab Fee	CSE-Online Programs
CSE-Advance Communications	CSE-CSIS IND. COSTS	CSE-Soft Eng & Game Dv Lab Fee
CSE-CCSE Sales and Services	CSE-IEEE/WIC/ACM Int'l Conf-WI	CSE-Software Eng & Game Dvlmnt
CSE-CCSE-RelayHealth	CSE-Info Technology Lab Fee	CSE-SWEGD-ICGJ
CSE-Comp Sci Toss Course Fee	CSE-Information Technology	CSE-WebBSIT
CSE-Compute&Soft Eng IND COSTS	CSE-KSF Clg of Computing/Softw	CSE-WebBSIT
CSE-Computer Science	CSE-MSACS	
CSE-Computer Science	CSE-Office of Dean	

Continuing and Professional Education, College of (CED)		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
CED-Adult Literacy Program	CED-Continuing Education Dept	CED-Personal
CED-Adv. Technology Training	CED-Continuing Educ-General	CED-Prof & Personal Growth
CED-Building Management	CED-Financial	CED-Professional Development
CED-Business Developmt & Trng	CED-Int'l Conferences	CED-Professional Development I
CED-Career Services Conference	CED-KSF Clg of Continuing Edu	CED-Professional Developmnt II
CED-CAREing	CED-Language and CC Programs	CED-Technology Replacemnt Fund
CED-CE Reserves	CED-Management	CED-University
CED-Conferences & Special Prog	CED-Online Courses	
CED-Continuing Ed Marietta	CED-Osher LL Learning Inst.	

Economic Development and Community Engagement (EDV)		
Primary Buyer	Keryn Marino	kmarino@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
EDV-Community Engagement	EDV-Office of EconDevelp&ComEn	

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

Education, Bagwell College of (EDU)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Keryn Marino	kmarino@kennesaw.edu
EDU-Acad of Language&Literacy	EDU-edTPA Licensure Exam	EDU-ITEC Indirects
EDU-Annual Lit Conference	EDU-Educ Leadership Seminars	EDU-KSF Bagwell Clg of Educati
EDU-Assess/Accred in Education	EDU-Education Student Svs	EDU-Math TOSS Course Fees
Education Abroad Emergency Fun	EDU-Educational Leadership	EDU-Online Programs
EDU-Collab Tchr TOSS Crs Fee	EDU-EEOB TOSS Course Fees	EDU-Practicum Seminar Fee
EDU-Ctr for Literacy&Learning	EDU-Elem & Early Childhood	EDU-QEP
EDU-Ctr For Plcmt & Partnrshps	EDU-ESS IND COSTS	EDU-Sec/Mdl TOSS Course Fees
EDU-DEAN IND. COSTS	EDU-GA Science Olympiad	EDU-Secondary & Middle School
EDU-Dean-Education	EDU-Inclusive ED Course Fee	EDU-SMG Course Fees
EDU-ECE IND. COSTS	EDU-Inclusive Education	EDU-SMG IND. COSTS
EDU-ECE Practicum Fee	EDU-Instructional Technology	EDU-SOAP CE
EDU-ECE TOSS Course Fees	EDU-iTEACH	EDU-SPED IND. COSTS
EDU-Ed Tech Center Sponsored	EDU-iTEACH Registrations	EDU-TEAC Admin Fee
EDU-EdD Prgm. Reservation Fee	EDU-iTEACH/BCOE	EDU-Teacher Educ. Advise. Ctr
EDU-EdD Program	EDU-ITEC Conversion Program	EDU-TRAC

Engineering and Engineering Technology, Southern Polytechnic College of (EET)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Keryn Marino	kmarino@kennesaw.edu
EET-CAM 3D Summer Camp	EET-Electrical Engineering	EET-Mechatronics Engineering
EET-CCE Lab Fee	EET-Eng Tech Lab Fees	EET-Mechatronics Lab Fee
EET-Civil & Construction Eng	EET-Engineering IND COSTS	EET-Office of Dean
EET-College of Engineering	EET-Engineering Technology	EET-Online Programs
EET-Comp Eng Lab Fee	EET-KSF Clg of Engineering	EET-SysIE Lab Fee
EET-Computer Engineering	EET-ME Lab Fee	EET-Systems & Industrial Eng
EET-ElecEngineering Course Fee	EET-Mechanical Engineering	

Enrollment Services (ESE)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Keryn Marino	kmarino@kennesaw.edu
ESE-Admissions	ESE-Enrollment Svcs Marietta	ESE-Registrar & Records
ESE-Adms Student Recruitment	ESE-ES Strategic Comm Ctr	ESE-Registrar VA Certification
ESE-AdmStudent Mktg&Engagement	ESE-Financial Aid Project	ESE-Student Financial Aid
ESE-AVP Enrollment Svs	ESE-KSF Acd Affairs/Enrollment	ESE-UG Adms HS Councelor Wkshp
ESE-College Work Study-Inst	ESE-Reg&Records Transcript Fee	

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

Facilities (FAC)		
Primary Buyer	Sasha Polite	spolite2@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
FAC-Auto Shop	FAC-Environmental Hlth Safety	FAC-Marietta Fac Ops & Maint
FAC-Auto Shop Indirect	FAC-FAC Ops & Maint Ind	FAC-Marietta HVAC
FAC-AVP for Facilities	FAC-Facilities Ops and Maint	FAC-Marietta Landscape&Grounds
FAC-AVP for Facilities Ind	FAC-HVAC	FAC-Marietta Plumbing
FAC-Building Services	FAC-HVAC INDIRECT	FAC-Non Capitalized Projects
FAC-Building Services Indirect	FAC-In The Valley Property	FAC-Paint Contract
FAC-Buildings	FAC-Infrastructure	FAC-Planning and Design Ind
FAC-CentralRcvng&Distribution	FAC-Landscape and Grounds	FAC-Plumbing
FAC-Dallas Center	FAC-Landscape and Grounds Ind	FAC-Plumbing Indirect
FAC-Design & Construction Serv	FAC-Locksmith Indirect	FAC-R&R Reserve
FAC-Distribution Ctr-Indirects	FAC-Marietta Auto Shop	FAC-Renov&Repair Sv INDIRECTS
FAC-Electric Shop	FAC-Marietta Building Services	FAC-Renovation&Repair Services
FAC-Electric Shop Indirect	FAC-Marietta Campus	FAC-Service Crew
FAC-Enterprise Risk Management	FAC-Marietta Electric Shop	FAC-Utility and Wknd Work Ind

Fiscal Services, Office of (FIN)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
FIN-Event Services	FIN-Fiscal Services	FIN-Procurement and Contracts

Health and Human Services, Wellstar College of (HHS)		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
HHS-AILSG	HHS-HPE TOSS	HHS-Nursing Course Fee
HHS-Dean Ind. Costs	HHS-HS-Clinical Internship Fee	HHS-Nursing Initiative-Jasper
HHS-Dean-Hlth & Human Svcs	HHS-KSF Wellstar Clg of HHS	HHS-Online Programs
HHS-Exer Sci&Spts MgmtCrseFees	HHS-KSU Challenge Course	HHS-Social Work and Human Svcs
HHS-Exercise Sci & Sport Mgmt	HHS-Master Of Science Nursing	HHS-STEPS
HHS-Exercise Science Lab	HHS-MSN Cohorts	HHS-TEAS
HHS-Grad Nursing Course Fees	HHS-MSW Field Internship	HHS-The Academy
HHS-Health Promotion & Phy Ed.	HHS-Nonprofit Ldrshp Alliance	HHS-WCHHS Advising Center
HHS-HPE Course Fees	HHS-Nursing	HHS-WCHHS Prof.Dev.&Com-ty Edu

Honors College (HON)		
Primary Buyer	Keryn Marino	kmarino@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
HON-Dean-Honors College	HON-Honors	HON-Honors College StudyAbroad
HON-Global Futures Forum	Honors College Agency	

Human Resources (HRS)		
Primary Buyer	Sasha Polite	spolite2@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
HRS-Center for Univ Lrng (USG)	HRS-Employee Fitness Center	HRS-Human Resources
HRS-Employee Data Services	HRS-Employee Fitness Ctr Dues	HRS-Learning Center

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

Humanities and Social Sciences, College of (HSS)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Keryn Marino	kmarino@kennesaw.edu
HSS-AP History	HSS-Foreign Lang IND. COSTS	HSS-MS/Conflict Mgt Premium
HSS-Burruss Inst of Public Sv	HSS-Foreign Lang Resource Ctr	HSS-MSCM Cohorts
HSS-BURRUSS INST. IND. COSTS	HSS-Foreign Language	HSS-Online Programs
HSS-Burruss Sales & Services	HSS-ForeignL TOSS Course Fee	HSS-Pol Sci INTL AFF. IND COST
HSS-Civil War Center	HSS-FYC Emerging Writers	HSS-Political Sci Course Fee
HSS-Comm. Dept Course Fee	HSS-GEOG Course Fees	HSS-Psychological Science
HSS-Conf Mgt,Peacebldg,&Dvlp	HSS-Geography & Anthropology	HSS-Psychology Dept Course Fee
HSS-Conflict Management	HSS-HIST TOSS Course Fees	HSS-SAUPO
HSS-CSJ IND COSTS	HSS-History & Philosophy	HSS-School of Comm & Media
HSS-Ctr for Conflict Mgmt Wksp	HSS-Interdisciplinary Studies	HSS-School of Gov-t& Intl Affr
HSS-Ctr Sustainable Jnlism CE	HSS-Intl World Literature Conf	HSS-SCJ Revenue
HSS-Ctr Sustainable Journalism	HSS-ISD/CHSS	HSS-Soc Geo Anth IND. COSTS
HSS-DEAN IND. COSTS	HSS-KMWP Summer Camp	HSS-Sociology&Criminal Justice
HSS-Dean-Humanities/Social Sc	HSS-KMWP Workshops	HSS-TE/PhD In Int'l Policy
HSS-English	HSS-KSF College of Humanities	HSS-TechComm&InteractiveDesign
HSS-English IND. COSTS	HSS-KSU Mock Trial	HSS-Undergraduate Advising Ctr
HSS-English TOSS Course Fees	HSS-MS Conflict Mgmt Crse Fees	
HSS-FL Programs/Camps	HSS-MS/Conflict Management	

General Institution (INST)		
Primary Buyer	Sasha Polite	spolite2@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
INST-Budget Reductions	Instit Research Plan Meeting	INST-Staff Benefits
INST-Donations	Institute of International Edu	INST-Telecommunications
INST-Emergency Fund	INST-Pell06 ACA	INST-Tuff
INST-FWS & SEOG ACA	INST-QEP Other	INST-Unassigned
INST-General Institutional	INST-Rent/Lease	INST-Utilities
INST-Housing Concession Arrgmt	INST-Res Lf Housing Marietta	INST-Utilities Indirect
INST-Ind. Cost Surplus	INST-Residence Lf Housing Shar	
INST-Institution Fee	INST-SEOG Institutional Match	

Legal Affairs (LAF)		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
LAF-Emergency Management	LAF-Public Safety	LAF-Rape Aggression Def Acct
LAF-Legal Affairs		

Library (LIB)		
Primary Buyer	Keryn Marino	kmarino@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
LIB-KSU Library System		

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

President's Division (PRE)		
Primary Buyer	Sasha Polite	spolite2@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
PRE-Cobb Ed Consortium General	PRE-Events Facility Use	PRE-KSF President's Office
PRE-Cobb Education Consortium	PRE-Faculty Exec Assistant	PRE-NCAA FAR
PRE-Coke Contribution	PRE-Foundation	PRE-Office of the President
PRE-Commencement Ceremonies	PRE-Institutional Equity	PRE-Ombuds
PRE-Diversity & Inclusion	PRE-Intercollegiate Athletics	PRE-Presidents IND. COSTS
PRE-Diversity and Inclusion	PRE-Internal Audit	PRE-University Events

Research, Office of (RES)		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
RES-Business Success Center	RES-NCUR 2019	RES-TE/Research & Econ Dev
RES-Grant Wrtg Sup IND COSTS	RES-Office of Research	RES-Undergraduate Research
RES-KSF Graduate Clg Foundati	RES-Research Develop & Support	

Science and Mathematics, College of (SCM)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
SCM-APCI	SCM-Department of Mathematics	SCM-NSF Rcrtg Tchrs/Cost Share
SCM-Atom Center Sales & Serv	SCM-Ecol Evol&Org Bio IND COST	SCM-Online Programs
SCM-CHEM Course Fee	SCM-Ecol, Evol, & Organism Biol	SCM-Physics
SCM-Chem IND. COSTS	SCM-GYSTC	SCM-Physics Course Fee
SCM-Chem TOSS Course Fees	SCM-IDROP I	SCM-Physics IND COST
SCM-ChemEd 2015	SCM-KMUMC Conference	SCM-Physics TOSS Fee
SCM-Chemistry & Biochemistry	SCM-KSF Clg of Science and Ma	SCM-SEARCDE 2017
SCM-CobbCountyWaterSystTests	SCM-Math IND. COSTS	SCM-SEB-ASM
SCM-Ctr For Elec.Sys IND COSTS	SCM-MCB & EEOB Course Fees	SCM-Stat&Analyt Sci IND COSTS
SCM-Ctr for Elections Systems	SCM-Mentor Protege Scholarshi	SCM-Statistics&Analytical Sci
SCM-DEAN IND. COSTS	SCM-Mol&Cell Biol IND. COSTS	SCM-Stats Mstr Program Crs FEE
SCM-Dean-Science & Mathematics	SCM-Molecular & Cellular Biol	SCM-Technology Support Svcs

OFFICE OF FISCAL SERVICES (OFS) ASSIGNMENTS BY DIVISION AND DEPARTMENT

Student Activities (STA)		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Secondary Buyer	Sasha Polite	spolite2@kennesaw.edu
STA-A.B.L.E.	STA-Homecoming	STA-Stu. Art. BD-Cultural
STA-AA Student Alliance	STA-HPW Conferences	STA-Student Activities
STA-AAMI BOR	STA-Inter. Student Association	STA-Student ActivityCarryover
STA-Adult & Commuter StuAffair	STA-KAB-General	STA-Student Disabilities Serv
STA-African American Male Init	STA-Kennesaw Pride Alliance	STA-Student Engagement
STA-Assoc VP Initiatives	STA-KSF Student Success Found	STA-Student Government
STA-CARE Center	STA-KSUSM-The Sentinel	STA-Student Leadership
STA-CARE Center Programs	STA-Marietta Student Affairs	STA-Student Life
STA-Career On-Line Testing	STA-Marietta StudentAffairsOps	STA-Student Life Operations
STA-Career Planning & Develop	STA-MariettaActivitiesCouncil	STA-Student Media
STA-Career Svs Career Fairs	STA-Mock Trial	STA-Student Rec and Act Ctr
STA-Center for Student Ldrshp	STA-MuticulturalStudentAffairs	STA-Undergraduate Research Clu
STA-Counseling and Psych Svcs	STA-Odyssey Peer Mentor	STA-University Events
STA-CPS Conv/Evnts/Assessments	STA-Parent & Family Assoc.	STA-VESAP
STA-Ctr For Student Ldrsh Pgms	STA-Payback Projects	STA-Vice President IND COSTS
STA-Ctr Yng AdultAddiction&Rec	STA-RPG Initiatives	STA-Volunteerism&Serv Learn Su
STA-CYAAR-Education	STA-SABAC Fund	STA-VP Student Affairs
STA-Dean of Students	STA-SAB-Music Ensembles	STA-Week of Welcome
STA-Enactus	STA-SCAI	STA-Wellness Center
STA-Fraternity & Sorority Life	STA-SCAI (SA)	STA-Wellness Ctr IND COSTS
STA-Global Learning	STA-SCAI Conference	STA-Wilson Center Events/Rent
STA-Global Society	STA-Senior AVP Initiatives	STA-Womens Resource Center
STA-Graduate Stu. Association	STA-Special Projects	Std Activities Equip (STD.ACT)
STA-Health Promotion Academic	STA-Sports & Recreation	

Student Success Services (SSE)		
Primary Buyer	Sasha Polite	spolite2@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
SSE-BOR Tuition Remission	SSE-Minority Sch for Engrg Edu	SSE-SCH & Fellowships-Prv.
SSE-College Work Study-Sponsor	SSE-MOWR Scholarships	SSE-SCH & Fellowships-State
SSE-Marietta Phase III Bond	SSE-SCH & Fellowships-Fed.	

University Advancement, Development & Relations (UAD)		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Secondary Buyer	Shelby Hicks	shicks16@kennesaw.edu
UAD-Advancement Communications	UAD-KSF University Development	UAD-University Development

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University College (UCL)		
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Secondary Buyer	Karla Shavers	kshaver3@kennesaw.edu
UCL-Academic Support Initiativ	UCL-Institute of CSH	UCL-SMART Center
UCL-CSH Course Fees	UCL-KSF Honors College	UCL-Student/Parent Orientation
UCL-CSH Engage	UCL-KSF University Clge Found	UCL-Supplemental
UCL-Dean-General Education	UCL-LCFS	UCL-Transition Programs
UCL-Deptof1st Yr&TransitionSt.	UCL-Ldrshp&IntegrativeStudy	UCL-University Coll IND COSTS
UCL-Farm-Culinary Education	UCL-NLCC	
UCL-GA NACADA Conf	UCL-Online Programs	

Universtiy Information Technology Services (UITS-ISY)		
Primary Buyer	Karla Shavers	kshaver3@kennesaw.edu
Primary Buyer	Shelby Hicks	shicks16@kennesaw.edu
Primary Buyer	Keryn Marino	kmarino@kennesaw.edu
Secondary Buyer	Sasha Polite	spolite2@kennesaw.edu
ISY-ACS Online Support	ISY-GHC/UITs Net Equip-Wired	ISY-UITs IP Camera Services
ISY-Audio Visual Technology Sv	ISY-GHC/UITs Net Equip-Wireles	ISY-UITs LTAO Revenue
ISY-Enterprise Systems & Svs	ISY-Indian Faculty&Staff Assoc	ISY-University Info Tech Serv
ISY-GHC/UITs Class A/V Service	ISY-ITS Online Program Support	ISY-YE UITs Non Capitalized

CONTACT & WEBSITE INFORMATION:

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Email: purchasing@kennesaw.edu

<http://fiscalservices.kennesaw.edu/procurement/>