



BUSINESS SERVICES

New Employee Handout

Primary Functions of Business Services

Purchasing, Accounts Payable, Cashiering, Accounts Receivable, Perkins Loan Collection, Copy Center, Printing Services and Mailroom.

Frequently Asked Questions

- [Business Services FAQ'S](#) (Choose Business Services in drop-down menu)

Training Materials

- [Forms](#)
- [Policies and Procedures](#)
- [Training Opportunities](#) (Click on the left tab for Business Services)

Staff

Barb Shafer, Director
Mike Morgan, Student Account Supervisor
Renee Haefer, Student Accounts - 3rd Party
Valerie Dekker, Student Accounts – Collections
Carla Tilton, Cashier
Connie Rohrdanz, System Analyst
Jill Brown, Purchasing Manager, Accounts Payable/Travel & BizHub Supervisor
Tami Eller, Accounts Payable
JoAnn Rhodes, Accounts Payable
Vacant, Travel Clerk & PCard Document Imaging
Kris Douglas, BizHub – Printing and Mailing Services
Josh Panasuk, BizHub - Mail Delivery

Business Services Website

- www.msubillings.edu/boffice