Office of the Registrar, UC Merced

Organization Chart Effective December 22, 2014

Laurie Herbrand, University Registrar
Student Services Manager 3
2741 or lherbrand@ucmerced.edu
Program/policy implementation and exceptions, FERPA,
external data requests, academic calendar

Erica Nelson, Administrative Asst
4567 or enelson6@ucmerced.edu
Office management, document intake

Erin Webb, Senior Associate Registrar
Academic Records & Degree Services
Student Services Manager 1
4501 or ewebb2@ucmerced.edu
Petitions of academic policy, website administration, academic
standing, beginning/end of term processing, catalog, forms
management and design

Patti Hachten, Associate Registrar
Registration, Course Management & Systems
Student Services Manager 1
2338 or phachten@ucmerced.edu
Registration/fee administration and systems
development, academic scheduling and course inventory
management, data transmissions and systems reporting

Bob Ewald, Business Systems Analyst
Business Systems Analyst 3
2275 or bewald@ucmerced.edu
Cognos report management; National
Student Clearinghouse and UCOP data
transmissions; Banner, Astra Schedule,
Platinum Analytics, MyAudit, FormFusion,
Acalog, ImageNow support

Angelica Guillen, Senior Assistant Registrar
Residency Deputy and
Veterans Administration Certifying Official
Student Services Supervisor 2
2736 or aguillen3@ucmerced.edu
Residency, Veteran administration, record
retention and digital imaging management

Michelle Comer, Assistant Registrar
Student Services Advisor 3
2981 or mcomer@ucmerced.edu
Grade management, transfer credit, special
programs management, Educational Leave
program, Office of the Registrar email

Josh Reinhold, Campus Schedule
& Course Manager
Project Policy Analyst 3
4689 or jreinhold@ucmerced.edu
Academic scheduling, course request
process, online class schedule maintenance,
instructional space scheduling, Banner/Astra
Schedule inventory maintenance

Carla Rounds, Business Systems Analyst
Business Systems Analyst 2
2395 or crounds@ucmerced.edu
Cognos report management; National
Student Clearinghouse and UCOP data
transmissions; Banner, Astra Schedule,
Platinum Analytics, MyAudit, FormFusion,
Acalog, ImageNow support

Erin Connor, Graduation & Degree
Audit Coordinator
Student Services Advisor 3
4265 or econnor@ucmerced.edu
Graduation application, degree clearance
and posting, diploma production, MyAudit
encoding and maintenance (also transfer
credit back up)

Marcus Griffiths, Academic
Records Specialist
Student Services Advisor 2
7641 or mgriffiths2@ucmerced.edu
Transcripts, enrollment verification, grade
changes, major changes, address
maintenance, cancellation/withdrawal,
record updates

Katherine Brown, Scheduling Analyst
Project Policy Analyst 2
2901 or kbrown22@ucmerced.edu
Room reservations (for events in COB, KL,
SE, SSM, SSB academic classrooms); final
exam schedule; building, room, and course
inventory maintenance; special registration
including independent study

Office of the Registrar
Student Worker

Office of the Registrar
Student Workers