

General Finance and Administration e-mail: FinanceandAdministration@northwestern.edu

Financial Services: Payroll paperwork tracking, myHR security access, non-resident contracted services, over 90 day and exception requests

Financial Coordinator: Natalie Chhim 312-503-1247 natalie.chhim@northwestern.edu

Payroll: myHR school level approvals, paperwork, salary planning

Financial Administrator: Jenny Bynes 312-503-1602 jennifer.bynes@northwestern.edu

Budget/Financial Operations: FSM budgets, forecasts, chartstring accounts, FFRA security access, actuals & budget journals, budget journal template, NUFin Level 3 approvals (DPRs, REQs, expense reports, US contracted services), school approval for over 90 days

Financial Administrators: Donna Kostel 312-503-3133 d-kostel@northwestern.edu
Keith Olenik 312-503-4730 keith.olenik@northwestern.edu
Rachel Rufer 312-503-4544 rrufer@northwestern.edu

Name	Financial Dept ID	myHR Dept ID	Financial Administrators		
			Keith	Rachel	Donna
Vice Dean of Development	5002000 - 5003999		x		
Vice Dean of Diversity and Inclusion	5040000 - 5049999		x		
Vice Dean for Faculty Affairs	5020000 - 5022999		x		
Vice Dean for Research	4904000 - 4904999, 5025000 - 5031999			x	
Vice Dean for Regulatory Affairs & CCO	5054000		x		
Vice Dean for Education	5060000 - 5077999			x	
Basic Sciences					
Basic Science Administration	5109000 - 5109999	459600		x	
Biochemistry & Molecular Genetics	5107000 - 5107999	394000		x	
Cell & Molecular Biology	5100000 - 5101999	390200		x	
Medical Social Sciences	5264000 - 5265999	410000	x		
Microbiology-Immunology	5102000 - 5105999	391900		x	
Pharmacology	5106000 - 5106999	399300		x	
Physiology	5108000 - 5109999	401000		x	
Preventive Medicine	5110000 - 5111899	403900	x		
Clinical Science					
Anesthesiology	5200000 - 5201999	402500	x		
Dermatology	5202000 - 5203999	404800		x	
Emergency Medicine	5204000 - 5205999	407800	x		
Family & Community Medicine	5206000 - 5207999	405800		x	
Medicine	5300000 - 5329999	406600			x
Neurological Surgery	5208000 - 5209999	436100		x	
Neurology	5210000 - 5211999	420400			x
Obstetrics & Gynecology	5212000 - 5231999	422600		x	
Ophthalmology	5240000 - 5241999	425900	x		
Orthopaedic Surgery	5242000 - 5243999	428400	x		
Otolaryngology	5244000 - 5245999	430300	x		
Pathology	5246000 - 5247999	396400		x	
Pediatrics	5248000 - 5249999	433200	x		
Physical Medicine & Rehabilitation	5250000 - 5253999	434100	x		
Physical Therapy & Human Movement Sci.	5254000 - 5255999	434500	x		
Psychiatry & Behavioral Sciences	5256000 - 5257999	450600		x	
Radiation Oncology	5260000 - 5261999	497400	x		
Radiology	5258000 - 5259999	443500	x		
Surgery	5340000 - 5367999	435500		x	
Urology	5262000 - 5263999	441800	x		
Institutes & Centers					
Center for Epigenetics	5405000	459900		x	
Center for Genetic Medicine	5400000 - 5401999	489000		x	
Mesulam Center for CNAD	5404000 - 5405999	458700	x		
Comprehensive Transplant Center	5442000 - 5443999	489500		x	
FCRRI (Medicine)	5408000 - 5409999	406000			x
Feinberg Clinical Research Institute (Neuro)	5410000 - 5411999	420401			x
Galter Health Sciences Library	5012000 - 5012999	453300	x		
Women's Health Research Institute	5414000 - 5415999	449000		x	
IPHAM	5441000	442000	x		
NUCATS	5430000 - 5435999	495300	x		
Obesity Center	5402000 - 5403999	483000			x
RHLCCC	5418000 - 5426999	444400	x		