A History of the Division of Administration and Finance

The Division of Administration and Finance provides effective and innovative leadership, financial planning, fiscal responsibility, and reporting and other reliable services at North Carolina Central University. Administration and Finance communicates financial information to the University community to enable its efficient utilization of available resources and communicates to external funding sources (foundations, endowments, special entities) and government agencies as required for accountability.

The first Vice Chancellor, then called the Business Manager, was Charles C. Amey who served from 1936-1948. The position was next held by William Jones and during his time in office (1948-1974) the title was first changed to Vice President for Financial Affairs and then to Vice Chancellor for Financial Affairs. Other persons who served as Vice Chancellor for Financial Affairs were George T. Thorne (1974-1986), Dr. Herbert Watkins (1987-1993), Ruby Pittman (1993-1998), Bruce Thomas (1998, interim), Wilbur Jones (2000-2002), Charles O’Duor (2002-2007) and Dr. Alan Robertson (2007-present). Under Dr. Robertson, the title has been changed to Vice Chancellor of Administration and Finance.

The University’s second Vice Chancellor, William Jones held the position for twenty six years, making him the longest serving Vice Chancellor of Administration and Finance. Vice Chancellor Jones had a long and respected career at North Carolina Central. He was appointed a member of the interim committee that was chosen to handle the administration of the university after the resignation of Chancellor Samuel P. Massie. Mr. Jones’ contributions and dedication to the University resulted in the naming of the building in his honor, the William Jones Building.

When Amey was first appointed Business Manager, he was the sole employee in the division. The division initially contained only one department that was responsible for all human resources, payroll and financial activity. Today, the division of Administration and Finance is staffed by over 350 employees in seven departments located throughout the campus. The office of the Vice Chancellor of Administration and Finance is located in Room 301 in the Hoey Administration Building.

The seven departments that make up the Division of Administration and Finance are the following:

- **Facilities Management** is responsible for facilities services and design and construction services. The Associate Vice Chancellor for Facilities Management is Zack Abegunrin. This office is located in the Hubbard-Totten Building;
- **Budgets and Financial Planning** provides budgetary support to the campus community. The Assistant Vice Chancellor for Budgets and Financial Planning is Cynthia Carter. This office is located in the Hoey Administration Building;
- **Office of the Comptroller** oversees Student Accounting, Disbursements, Federal Trusts and Accounting, Debt Service and Financial Reporting. The Comptroller and Assistant Vice Chancellor is Yolanda Banks-Deaver. This office is located in the Hoey Administration Building;
- **Human Resources** responsible for all aspects of hiring and employee benefits as well as various training and quality services. The Associate Vice Chancellor for Human Resources is Mark Steelman. This office is located in the Hubbard-Totten Building;
- **Auxiliaries and Business Services** oversees the University Bookstore operation and Food services, the Eagle Card office, mail center and ticket office. The Director is Timothy Moore. This office is located in the W. G. Pearson Cafeteria;
- **Health and Safety** is in charge of safety and industrial hygiene, worker compensation claims, and environmental coordination. The Director is John Lambeth. This office is located in Cottage One;
- **Purchasing** provides procurement services to the campus at large. The Director is Godfrey Herndon. This office is located in the Hoey Administration Building.

**Mission**

The Division of Administration and Finance will ensure fiscal integrity, internal controls and accountability necessary to comply with State and Federal laws, sound business practices, and the policies of the Board of Trustees and the Board of Governors of the University of North Carolina.
Vision
Administration and Finance is committed to providing quality financial services to the university community.

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