| UNIVERSITY OF C<br>Agriculture and Natu  |  |  |   | BUSINESS OPERATIONS CENTER - BUSINESS PARTNER DIRECTOR Updated July 202  |  |  |
|--|--|--|---|--|--|--|
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|  |  |  |   | Faith Xiong Financial Services Assistant - TES   |  |  |
| BUSINESS PARTNER TEAM 1  | BUSINESS PARTNER TEAM 2  | BUSINESS PARTNER TEAM 3  | BUSINESS PARTNER TEAM 4   | BUSINESS PARTNER TEAM 5  | BUSINESS PARTNER TEAM 6  |  |
| lameda   | Lassen   | Butte  | Capitol Corridor MCP  | Facilities Planning & Mgmt   | Humboldt / Del Norte   |  |
| ontra Costa  | Marin  | Colusa   | Sacramento  | Information Technology   | Kings  |  |
| mperial  | Modoc  | Glenn  | Solano  | Publishing   | Tulare   |  |
| yo .   | Napa   | Los Angeles  | Yolo  | Risk & Safety Services   | Kern   |  |
| ake  | San Joaquin  | Monterey   | Central Sierra Nevada MCP   | Human Resources  | Placer   |  |
| lendocino  | Siskiyou   | Orange   | Amador  |  | Nevada   |  |
| lono   | Sonoma   | Riverside  | Calaveras   | Purchasing support only  | Plumas-Sierra  |  |
| an Diego   | Stanislaus   | San Benito   | El Dorado   | Agricultural Issues Center   | Shasta   |  |
| an Luis Obispo   |  | San Bernardino   | Tuolumne  | Environmental Stewards  CA Institute for Water Resources   | Trinity  |  |
| on Motos   |  | Santa Cruz   | Fresno  |  | Tehama   |  |
|  |  |  | Madera  | Community Nutrition and Health   | Business Operations Center   |  |
| anta Barbara   |  | Sutter/Yuba  |   | Informatics and CIS Program  | Contracte & Cranto   |  |
| anta Barbara<br>anta Clara   |  | Sutter/Yuba  | Mariposa  | Informatics and GIS Program  | Contracts & Grants   |  |
| anta Barbara<br>anta Clara<br>F/Elkus  |  | Sutter/Yuba  |   | Integrated Pest Management Program   | Controller & Business Services   |  |
| anta Barbara<br>anta Clara<br>F/Elkus  |  | Sutter/Yuba  | Mariposa  | Integrated Pest Management Program Statewide Programs and RECs   | Controller & Business Services Development Services  |  |
| Santa Barbara<br>Santa Clara<br>SF/Elkus   |  | Sutter/Yuba  | Mariposa  | Integrated Pest Management Program Statewide Programs and RECs Nutrition Policy Institute                      | Controller & Business Services Development Services Purchasing support only                |  |
| San Mateo<br>Santa Barbara<br>Santa Clara<br>SF/Elkus<br>/entura   |  | Sutter/Yuba  | Mariposa  | Integrated Pest Management Program Statewide Programs and RECs   | Controller & Business Services Development Services  |  |

## ADDITIONAL INFORMATION

Business Partner/Fiscal Officer Responsibilities: Primary contact for all assigned counties. Aggie Enterprise transaction and Aggie Travel expense reviews, POs, Account Management, Position Management / Funding Change / Fiscal Review / payroll changes and cost transfers, SCCs, on-line credit card surveys, General Ledger Review Travel Default: ###TRAV, using your Fiscal Officer (FO)'s Kerberos ID

Financial Assistant Responsibilities: Process and approve p-card transactions, review/submit POs for FO review, process check requests, review volunteer reimbursement requests, process gifts and income statements of cash collections, submit inventory changes in Aggie Enterprise for Fiscal Officer review, enter cost transfers for review by FO P-Card Default: ###CARD, using your Fiscal Officer's Kerberos ID