

**The University of New Mexico is taking several safety precautions to help combat the spread of COVID-19, commonly known as coronavirus.
A list of important student and staff services and their hours of limited operations and contact information are listed below.**

REVISED DATE: 3.19.2020	SERVICE HOURS and MODE				Effective Dates (M-F)		
Operation or Facility:	Address/Location:	Adjusted Hours, Modified Mode of Service or Suspended Operations:	Hour of Operation:	Mode of Service:	Contact Info:	Beginning Date:	Ending Date:
SVP Finance & Administration							
SVP Finance & Administration Office	Scholes Hall, Rm 111	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am - 5:00 pm	Remote	svpforfa@unm.edu	3.23.20	4.05.20
Financial Services Division							
Bursar's Office	Perovich Business Center, Suite 1100	Normal business hours	8:00 AM - 5:00 pm	On-site	dborrego@unm.edu	3.17.20	4.3.20
Finance Systems Mgt Ops	Business Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	fsm@unm.edu & adamw@unm.edu	3.17.20	4.3.20
Payroll	Business Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote (Onsite by Appointment Only)	pay@unm.edu & adamw@unm.edu	3.19.20	4.3.20
Unrestricted Acctg - Main	Business Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	mdesaute@unm.edu	3.17.20	4.3.20
Procurement Svcs	Perovich Ctr Ste 2600	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 AM - 5:00 pm	On site	cherrin@unm.edu	3.17.20	4.3.20
Accounts Payable	Perovich Ctr Ste 2400	Adjusted hours	8:00 AM - 12:00 pm	On site	cbenvdez@unm.edu	3.17.20	4.3.20
Pcard	Perovich Ctr Ste 2400	Adjusted hours	8:00 AM - 12:00 pm	On site	lmknight@unm.edu	3.17.20	4.3.20
Records Management	1128 University Blvd NE	Suspended Operations	N/A	N/A	N/A	N/A	N/A
Surplus Property	1128 University Blvd NE	Suspended Operations	N/A	N/A	N/A	N/A	N/A
Mailing Systems	1128 University Blvd NE	Adjusted hours NO DELIVERIES	8:00 AM - 12:00 PM	On site	MailingSystems@unm.edu	3.17.20	4.3.20
Chemistry Stores	300 Terrace St NE	Full Service	8:00 AM - 4:00 pm	On site	CRLS@unm.edu	3.17.20	4.3.20
Copy Center	601 Yale Blvd NE	Adjusted hours	8:00 AM - 12:00 pm (T/TR Only)	On site	UNMCopyCenter@unm.edu	3.17.20	4.3.20
HSC Shipping & Receiving	915 Camino De Salud	Adjusted hours NO DELIVERIES	8:00 AM - 12:00 PM	On site	Ganderse@unm.edu	3.17.20	4.3.20
Office of Sponsored Projects	Business Center Rm 2200	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	osp@unm.edu	3.17.20	4.5.20
Contract & Grant Accounting	Business Center Rm 2100	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Physically present/Remote	indexcga@unm.edu	3.17.20	4.5.20
Finance Systems IT	Business Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	naren@unm.edu	3.17.20	4.3.20
Finance Systems NS	Business Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	naren@unm.edu	3.17.20	4.3.20
CCMS	Business Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	On site/remote	kmellor@unm.edu		
Human Resources							
VP HR Office	Scholes Hall, Rm 100	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	unmvphr@unm.edu	3.23.20	4.05.20
HR IT/Finance	Business Center, Rm 1600	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	hrit@unm.edu	3.23.20	4.05.20
Employee Org Development	Business Center, Rm 1200	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	eod@unm.edu	3.17.20	4.05.20
Benefits & Employee Wellness	Business Center, HR Service Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	hrbenefits@unm.edu	3.23.20	4.05.20
Client Services/Transaction Center	Business Center, HR Service Center Suite 3700	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	clientsv@unm.edu	3.23.20	4.05.20
Staffing Services	Business Center, HR Service Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	staffrecruiting@unm.edu	3.23.20	4.05.20
Labor/Employee Relations	Business Center, HR Service Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	ler@unm.edu	3.23.20	4.05.20
Service Center	Business Center, HR Service Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	hrfiles@unm.edu	3.23.20	4.05.20
Compensation	Business Center, HR Service Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	comp@unm.edu	3.23.20	4.05.20

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Information Technologies							
Learn Support	Woodward Hall Rm 152	Modified Mode of Service	8:00 am -5:00 pm + 24x7 afterhours	Remote	Use the "Create a Support Ticket" link at the top of the Support Tab in Learn.unm.edu; or Click "Ask a Question" in studentinfo.unm.edu, selecting UNM Learn as the Department/Area; or contact us by phone at 505.277.0857 or toll free at 1.877.688.8817.	3.18.20	4.05.20
Dane Smith Computer Lab	Dane Smith Hall	Reduced hours	9:00 am - 5:00 pm	In Person	Log a ticket at Help.unm.edu or call 277.5757 (Includes after hours emergency response 24/7 for critical issues)	3.18.20	4.05.20
Academic Tech equipment (projectors, microphones, etc.)	Woodward Hall Rm 149	Reduced hours	8:00 am -5:00 pm	In Person	media@unm.edu	3.18.20	4.05.20
Academic Tech Media & Collaborative Apps (Course recording assistance, lecture capture, etc.)	Woodward Hall Rm 114	Reduced hours	8:00 am -5:00 pm	In Person	media@unm.edu	3.18.20	4.05.20
Mobile Device Order/Limited Support	802 Yale Blvd NE UNM IT Customer Support Center	Limited service Reduced Hours	9:00 am - 4:00 pm	In Person	Log a ticket at Help.unm.edu or call 277.5757 (Includes after hours emergency response 24/7 for critical issues)	3.18.20	4.05.20
All other services	Scholes Hall, Rm 153	Modified Mode of Service	7:30 am - 5:00 pm	Remote	Log a ticket at Help.unm.edu or call 277.5757 (Includes after hours emergency response 24/7 for critical issues)	3.18.20	4.05.20
Institutional Support Services							
VP Office for ISS	Scholes Hall, Suite 114	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am - 5:00 pm	Remote	cvallejo@unm.edu	3.17.20	4.05.20
UNM PATS Business Office	Cornell Visitor Center	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	parktran@unm.edu	3.17.20	4.05.20
Planning, Design & Construction	Service Building	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	acoburn@unm.edu	3.17.20	4.05.20
Capital & Space Strategies	Service Building	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	tabia1@unm.edu	3.17.20	4.05.20
Staff Council Administrator	Hokona Hall	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	scouncil@unm.edu	3.17.20	4.05.20
UNM Golf Courses	Championship/North Course	Normal Service	8:30 am - 6:30 pm	On Site	aroyba01@unm.edu		
Ticketing Services	Bookstore/Science & Tech Park	Modified Mode of Service (EMAIL FOR SERVICE)	8:30 am - 5:00 pm	Remote & Online	lcherry@unm.edu	3.17.20	4.05.20
Popejoy Hall	Center for the Arts	Modified Mode of Service (EMAIL FOR SERVICE)	8:30 am - 5:00 pm	Remote	ttkach@unm.edu	3.17.20	4.05.20
Real Estate Department	Huber House, 2811 Campus Blvd. NE	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	On Site & Remote	tneale@unm.edu	3.17.20	4.05.20
Facilities Management	Service Building	Modified Mode of Service (EMAIL FOR SERVICE)	7:30 am - 4:30 pm	On Site & Remote	asena5@unm.edu	3.17.20	4.05.20
NM PBS	1130 University Blvd.	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	On Site & Remote	fjoachim@nmpbs.org	3.17.20	4.05.20
UNM Bookstore	Bookstore	Modified Mode of Service (EMAIL FOR SERVICE)	9:00 am - 4:00 pm	On Site & Remote	carriem@unm.edu	3.17.20	4.05.20
UNM Bookstore	Bookstore	Normal Service	10:00 am - 3:00 pm	On Site - Open to Public Specific Days Only	carriem@unm.edu	03.23.20 (M) 03.24.20 (T) 03.27.20 (F)	TBD
Residence Life/Student Housing	Multiple	Normal Service	9:00 am - 6:00 pm	On Site	sullivan@unm.edu		
Lobo Development	801 Univeristy Blvd SE, Ste 207	Modified Mode of Service (EMAIL FOR SERVICE)	8:30 am-5:00 pm	Remote	keelie@unm.edu	3.17.20	TBD
Lobo Energy	800 Bradbury Dr. SE Suite 216	Modified Mode of Service (EMAIL FOR SERVICE)	7:30 am - 5:00 pm	On Site & Remote	strauss@unm.edu	3.17.20	4.06.20
Planning, Budget, & Analysis							
OPBA Office	Scholes Hall, Rm 127	Modified Mode of Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	Remote	budget@unm.edu	3.23.20	4.05.20
Police Department							
UNMPD	Hokona Hall	CALL 505-277-2241	24/7	on scene	505-277-2241	3.17.20	N/A
Safety & Risk Services							
Safety and Risk Services Office	1801 Tucker Ave NE, Bldg 233	Normal Service (EMAIL FOR SERVICE)	8:00 am -5:00 pm	One Site & Remote	cprando@unm.edu / mtuttle@unm.edu	3.23.20	4.05.20