



Administration

Fast Facts & Meet our Leaders



Division of Administration Fast Facts

- Division of Administration provides several interconnected and coordinated services:
 - Business Services (Campus Bookstore, Campus Dining, Card Services, Child and Family Centers, Mail Services, Printing Services)
 - Contract and Grant Accounting
 - Equal Opportunity, Affirmative Action and Disability Services
 - Facilities (Campus Planning, Plant Operations, Real Estate, Sustainability)
 - Human Resources
 - Mobility & Transportation
 - Public Safety (VUPD, Emergency Prep, Parking Services)
 - Student Access Services
 - Title IX
- Our services touch the Vanderbilt main campus, which is comprised of:
 - 334 contiguous acres
 - ~4.4k staff and ~4.7k faculty
 - ~12k students
 - 178 buildings and 11.9 million square feet (physical plant)
 - 56 buildings and 2.7 million square feet of real estate space
 - 24 campus dining locations
 - ~90 licensed police officers



Meet our Leaders



[Eric Kopstain](#)

Vice Chancellor for Administration

In his role as the Vice Chancellor for Administration, Eric is responsible for facilities (including campus planning & construction, plant operations, real estate, and sustainability and environmental management), human resources, equal employment opportunity, title IX, student access services, public safety (including police, parking services and emergency preparedness), business services (including campus dining, card services, bookstore, printing services, mail services, credit card compliance, child and family centers), and contract and grant accounting.



[Jamie Bojarski](#)

Director, Student Access Services

Jamie coordinates University services and resources for students with various disabilities and medical conditions through the interactive process pursuant to the ADAA of 1990 and Section 504 of the Rehabilitation Act of 1973. Jamie also provides outreach and training to increase awareness of disability related issues to University faculty, staff and students.



[Barbara Carroll](#)

Associate Vice Chancellor and Chief Human Resources Officer

Barbara is responsible for staff recruitment and retention, administration of benefit programs, compensation, payroll processing, labor relations, employee relations, organizational effectiveness, and temporary services.



Meet our Leaders



[Erin Hafkenschiel](#)

Executive Director, Mobility

Erin oversees mobility and transportation efforts at Vanderbilt, providing strategic leadership in mobility planning and policy development while managing a comprehensive transportation demand management plan for the university.



[Anita Jenious](#)

Director, Equal Employment Opportunity Office (EEOO)

Anita is responsible for the coordinating and monitoring Vanderbilt's compliance with the requirements of federal and state non-discrimination laws, developing Vanderbilt's Affirmative Action Plan, investigating complaints, and providing reasonable accommodations for faculty and staff.



[Laura Nairon](#)

Associate Vice Chancellor for Business Services

Laura is responsible for a variety of campus services, including: Campus Dining (dining centers, markets, cafes, catering and vending), the Barnes & Noble at Vanderbilt bookstore, the Child and Family Centers, Mail Services (Rand and Commons Center post offices), Printing Services and Campus Copy, and PCI Compliance. She is also responsible for Vanderbilt Card Services.



Meet our Leaders



[Mike Perez](#)

Associate Vice Chancellor and Chief Facilities Officer

Mike oversees oversees the planning, program management and implementation of best practices for all aspects of campus facilities and grounds operations, maintenance, utilities and construction as well as real estate initiatives. He leads a workforce of 450 staff members responsible for the physical campus, which encompasses 10.8 million total square feet of space, including 7.2 million square feet of buildings, 330 acres of land, 2.1 million square feet of real estate property, 1.8 million feet of garages, a combined heat and power plant and comprehensive underground utility infrastructure, and the design and construction of capital projects.



[Cathy Snyder](#)

Director, Contract & Grant Accounting (Costing Activities)

Cathy is responsible for the cost accounting activities at Vanderbilt University. She oversees the development of the facilities and administrative (F&A) and fringe benefit rates and negotiates with the federal government on behalf of the institution. Cathy also has oversight of service centers and asset management for university central, facilities and administrative (F&A) rate calculations for specialized service facilities, the Medicare Cost Report and various other business income activities.



[Michelle Vazin](#)

Director, Contract & Grant Accounting (Grants Management)

Michelle is responsible for the management, accounting, and reporting of sponsored projects as well as restricted gifts and endowments for University Central. Her area is also responsible for the coordination and oversight of sponsored project audits including the institution's annual Office of Management and Budget (OMB) A-133 audit. She is actively involved in writing, implementing, and monitoring the institution's policies and procedures as they relate to sponsored projects and compliance.



Meet our Leaders



[August Washington](#)

Associate Vice Chancellor for Public Safety

August is responsible for the Vanderbilt University Public Safety Department, which provides comprehensive law enforcement and security services to all components of Vanderbilt University, including the University campus, Vanderbilt University Medical Center, and the various University-owned facilities throughout the Davidson County area. The department manages several additional functions beyond the precincts, including Special Operations and Dignitary Protection; the Office of Emergency Preparedness, Fire and Workplace Safety; and Parking Services and Law Enforcement Systems.



[Molly Zlock](#)

Director, Title IX

Molly is responsible for Vanderbilt's response to reports of sexual misconduct and student discrimination in compliance with all federal and state laws; coordinating equitable investigations; providing reasonable accommodations and resources to all affected students; and implementing initiatives and strategies aimed at ending sexual misconduct on campus. In this role, Molly serves as Vanderbilt's Title IX Coordinator.

<https://www.vanderbilt.edu/administration/>