

Overview of Facilities Operations & Plant Management/Logistical Services

In case of a True Emergency Please call Public Safety at 856-256-4911

Facilities

Please call the work control center at 856-566-6032 for any of the following:

- Any Do-it-Now type request regarding safety
- Parking lot or sidewalk ice or snow hazard
- Lights out in common areas or bathrooms
- Parking lot lights out
- Roof or building leaks
- Key/Lock Requests

All facilities maintenance issues should be directed to Lee Anne Brennan at our Work Control Center at 856-566-6032 between the hours of 8:00 to 4:30 Monday through Friday. After hours and on the weekends, please contact our Boiler Operator at 856-566-6179 or on their cellphone number at 609-405-0437. They will then contact the On-Call Supervisor in the event they cannot resolve the issue. The Supervisor will contact the Director if needed.

Facilities Services

- Building Maintenance
- Construction Renovations and Projects, including Interdepartmental Transfers
- Special Equipment specifications and installation
- Locksmith, Card reader issues and installations
- Interior sign changes
- HVAC and temperature changes
- 25Live conference room coordination

For project requests, please contact our Work Control Center via email to Lee Anne Brennan at brennala@rowan.edu.

For 25 Live, please contact Adrienne Garrett at 856-566-6002 or via email at garretal@rowan.edu.

Logistical Services

- Mail Delivery and pickup
- UPS and USPS Express Delivery Service
- Receiving services
 - Move file boxes during moving and relocation of departments
- General Stores
 - Supply and deliver lab supplies, and office paper
 - Supply Crown document storage boxes
 - Supply moving boxes

Mailroom Main # 856-566-6027

Please see the following pages for Facilities/Logistical Services Contact Numbers

Facilities Contact Numbers

Andrew M. Wagner, Director of Facilities & Logistical Services
wagneram@rowan.edu 856-566-2732

Sherry Ehlinger, Management Assistant
ehlingsl@rowan.edu 856-566-6004

Richard Rosetti, Supervisor of Maintenance and Construction
rosettrp@rowan.edu 856-566-6182

Raymond Forceno, Supervisor of Maintenance and Construction
forcenrp@rowan.edu 856-566-6180

Edward Senlick, Planner Scheduler
senlick@rowan.edu 856-566-6005

Mary Beth Schindler, Finance and Accounts, IDT's
schindma@rowan.edu 856-566-2723

Lee Anne Brennan, Work Control Center
brennala@rowan.edu 856-566-6032

Adrienne Garrett, 25Live
garretal@rowan.edu 856-566-6002

Logistical Services Contact Numbers

Mailroom Main Number 856-566-6027

Davina Avant, Assistant Manager
avantda@rowan.edu 856-566-7092

Charles Butler, Assistant Supervisor
butlerch@rowan.edu 865-566-6211