



SHARED SERVICES

Mission: UC Merced's Administrative Coordination Team (ACT) is a team of professionals committed to providing the highest level of customer service to the campus by performing work efficiently and effectively, while constantly implementing best practices in the areas of finance and personnel services.

Currently Servicing: Chancellor's Office, Division of Business & Administrative Services, Division of Planning & Budget, School of Social Sciences Humanities & Arts, Office of Research and Economic Development

Financial Services

Purchasing
Pro Card Receipt Processing
Invoice Payment
Travel Reimbursement
Travel Reservation
Monthly Account Summary Reports
Monthly Reconciliations
Expense Transfers
Recharge Processing
Access Requests

Personnel Services

Recruitment
Appointment Extension
Equities, Reclassifications & Stipends
Fund Change
Salary Transfer
Separations
Student Hire/Change/Separation
Org Chart
On-Boarding

Contact Information

Email: act@ucmerced.edu

Website: act.ucmerced.edu

Facilities Drop In: Main Campus, Facilities Building B

SSHA Drop In: Classroom & Office Building
2nd Floor, Dean's Suite

Main Office: Parcade Office Building
1735 M Street
Merced, CA 95340

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