



The 2017 President's Award for Excellence
in Professional Administrative Service –
Lisa Murphy

Lisa Murphy is the Assistant Business Manager for the Potsdam College Foundation. Her primary responsibilities include the prompt and accurate entry of all gifts and pledges into Banner, the preparation of numerous monthly, quarterly and annual reports; and monthly reconciliation of transactions for the General Ledger.

Lisa manages gifts from the time they come to campus by entering them into appropriate accounts, sending receipts to donors, notifying departments of balances and expenditures, and she assists account owners by processing check requests and payments. Lisa has helped implement a more efficient processes for accepting donations including receiving payments through CashNet.

Lisa is a highly organized professional, and is the go-to person for Foundation accounts. Without her efficiency and professionalism, it would be nearly impossible to keep track of the daily transactions that involve Foundation funds. If gifts are entered incorrectly, the Foundation's non-profit status is jeopardized. Her understanding of the accounting system, in addition to the integration of financial information with the Banner system, is unparalleled.

In recognition of her exceptional service to the College, SUNY Potsdam presents Lisa Murphy the 2017 President's Award for Excellence in Professional Administrative Service.