

WHOM TO SEE FOR.....?

Account information	Georgi Austin – FCFAST-PBIO@uga.edu
Autoclave/Dish washing facility	Lisa Moncrief, 2-1820; Reagan Scott 2-3732
Budget information and budget changes	Georgi Austin – FCFAST-PBIO@uga.edu
Building/repair issues/renovations	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Classes, loading courses	Reagan Scott, 2-3732, emily.scott25@uga.edu
Classroom scheduling	Reagan Scott, 2-3732, emily.scott25@uga.edu
Complaints	Lisa Moncrief or John Burke
Computer/Technology needs	Franklin IT, Ryan, Mark, Promyce helpdesk@franklin.uga.edu
Conference Room reservations	Reagan Scott, 2-3732, Lisa Moncrief, 2-1820
Custodial Needs	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Directory updates	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Donations to PBIO	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Faculty Awards	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Faculty Calendar	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Faculty Meetings	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Faculty Promotion & Tenure	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Faculty Retreat	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Franklin Staff Awards	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Graduate Student Issues	Chelsea Hargroves, 2-1809, chelsea7@uga.edu
Grants management	Franklin Works Rest, fcrest-pbio@uga.edu
Holiday party	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
HR issues, help with visas	Georgi Austin – FCFAST-PBIO@uga.edu
Inventory	Reagan Scott, 2-3732, emily.scott25@uga.edu
Invoicing	, FCBSC-LIFE@uga.edu
Keys	, FCBSC_LIFE@uga.edu
Mail	Reagan Scott, 2-3732, emily.scott25@uga.edu
Off-campus use authorizations	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Payroll issues	Georgi Austin, FCFAST-PBIO@uga.edu
PBIO Core Facility	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
PBIO Newsletter	Reagan Scott, 2-3732, emily.scott25@uga.edu
PBIO website	Chelsea, 2-1809, Lisa, 2-1820
Personnel changes	Georgia Austin, FCFAST-PBIO@uga.edu
Policies	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Property/equipment transfers	Reagan Scott, 2-3732, emily.scott25@uga.edu
Prospective students graduate and undergrad	Chelsea Hargroves, 2-1809, chelsea7@uga.edu
Purchases/UGAMart/Pcard	, FCBSC-LIFE@uga.edu
Purchasing office supplies	Reagan Scott, 2-3732, emily.scott25@uga.edu
Reimbursements	, FCBSC-LIFE@uga.edu
Seminar speakers	Reagan Scott, 2-3732, emily.scott25@uga.edu
Special events	Lisa Moncrief, 2-1820, lisa.moncrief@uga.edu
Surplusing equipment	Reagan Scott, 2-3732, emily.scott25@uga.edu
Telephone	Reagan Scott, 2-3732, emily.scott25@uga.edu
Travel authorities/expenses	, FCBSC-LIFE@uga.edu
Work Study Students	Chelsea Hargroves, 2-1809, chelsea7@uga.edu