

**UNIVERSITY SYSTEM OF GEORGIA**

Diagnostic Review/Detailed Analysis

**Macon State College  
Campus Interview Schedule  
March 6<sup>th</sup> and 7<sup>th</sup>, 2000**

<b>Functional Area</b>	<b>Interviewee</b>	<b>Interviewer</b>	<b>Interview Time</b>
<b>March 6, 2000</b>			
Finance	Levy Youmans, Vice President for Fiscal Affairs	Shandy Husmann Joy Walton	8:15 – 9:00 am
Finance (Payroll, Inventory, Procurement)	Russ Williams, Director of Business Services	Shandy Husmann	9:00 – 10:00 am
Finance	Nikki Graham, Payroll Manager	Kristin Wayer	10:00 – 11:00 am
Finance	Barbara Ratzlaff, Asset/Revenue Manager and Contracts & Grants	Kristin Wayer	11:00 – 12:00 pm
Facilities Management, Grounds Maintenance, Custodial Service, Security/Public Service	David Sims, Director of Plant Operations	Shandy Husmann	1:00 – 2:00 pm
Facilities Management	K. C. Harris, Assistance Director of Building Maintenance	Shandy Husmann	2:00 – 3:00 pm
IT	Wanda Eanes, Director of Academic Computing	Joy Walton	3:00 – 4:00 pm
IT	Roger Dixon, Director of Administrative Computing	Joy Walton	4:00 – 5:00 pm

<b>Functional Area</b>	<b>Interviewee</b>	<b>Interviewer</b>	<b>Interview Time</b>
<b>March 7, 2000</b>			
Finance-Auxiliary	Hope Blume, Bookstore Manager, Interim	Louise Hudson	8:00 – 9:00 am
Academic Affairs	Barbara Frizzell, Associate VP Assessment & Planning	Shandy Husmann	9:00 – 10:00 am
Academic Affairs	Myra Jackson, Associate VP Academic Affairs	Frank Kinney	10:00 – 11:00 am
President	Dr. David A. Bell, President	Shandy Husmann Frank Kinney Joy Walton	11:00 – 12:00 pm
Finance	Nancy Stroud ,Director Budgets	Frank Kinney	1:00 – 2:00 pm
ADMINISTRATORS	FOCUS GROUP		2:00 – 3:00 pm
Finance	Levy Youmans, Vice President for Fiscal Affairs	Shandy Husmann Joy Walton	4:00 – 5:00 pm
	Missy Arrington	Joy Walton	<i>Unknown</i>
<b>April 19, 2000</b>			
Finance	Levy Youmans, VP of Finance	Louise Hudson/ Kristin Wayer	10:00 am
Receiving/Asset Management	David Sims & Laura Gay	Kristin Wayer	11:00 am
Purchasing	Russ Williams & Lynn Carter	Louise Hudson	11:00 am
Accounts Payable	Russ Williams, Gail Stokes, Courtney McCallum	Louise Hudson/ Kristin Wayer	1:00 pm
Academic Affairs	Tom Isherwood, VP of Academic Affairs	Louise Hudson	2:00 pm
Facilities	David Sims	Kristin Wayer	2:00 pm



## **Focus Group**

1. ***Prepare a Business Services Focus Group-Faculty:*** Not scheduled. Please schedule a focus group of faculty who are users of business services. This group should contain faculty only. The meeting should be scheduled for approximately 1 hour on 3/7. Facilitators: Frank Kinney and Joy
2. ***Prepare a Business Services Focus Group- Administrators:*** March 7, 2000 – 2:00 – 3:00 pm. The University should plan a focus group of individuals who are some of the primary customers of the business services under review. This group should contain faculty/staff who hold administrative appointments (Associate Dean for Business, Physical plant fiscal officer, director dining, etc). The meeting should be scheduled for approximately 1 hour on 3/7. Facilitators: Frank Kinney and Shandy