

# College of Pharmacy Administrative Assistant's Assignments

July 3, 2007

## **June Blanchard**

Dr. Karig  
Dr. DiPiro

## **Sandy Spence**

Dr. Schnellmann  
Dr. Smith

## **Diane Reeves**

\* 1:00 - 2:00  
Mr. Davis  
Dr. Wessell  
Ms. Draganov  
Dr. Hall - Academics  
Grand Rounds  
Mrs. Soltis  
Dr. Drayton

## **Sandra Sane**

\* 12:00 - 1:00  
Student Admissions  
& Related Items  
Grades & Student Reports  
Course Registration  
Drop Add  
Dr. Hall - Associate Dean  
Dr. Ragucci - Scholastic Standing

## **John McGonigle**

\* 12:00 - 1:00  
Dr. Schuler  
Dr. Ball  
Dr. Nickel  
Dr. Paik  
Dr. Ragucci  
CE

## **Stephanie Jones**

\* 1:00 - 2:00  
Ordering

## **Helena Middleton-Brown**

\* 2:00 - 3:00  
Dr. Beeson  
Dr. Dix  
Dr. Markowitz  
Dr. Patrick  
Dr. Lemasters

## **Carol Brown**

\* 12:00 - 1:00  
Dr. Bosso  
Dr. Yu  
Dr. Mauldin

## **Wendy Brant**

\* 1:00 - 2:00  
Dr. Wellein  
Dr. Harrison  
Dr. Garner  
Dr. Sterritt  
Dr. Zhong  
Dr. White  
Dr. Wiest

## **Faye Ratliff**

\* 1:00 - 2:00  
Mr. Brown  
Dr. Soltis  
Dr. Sweet  
Dr. Wright  
Dr. Nieminem  
Student Activities

## **Gwen President**

\* 1:00 - 2:00  
Dr. Chessman  
Dr. LaPointe  
Dr. Lenz  
Dr. Thompson  
Dr. Spencer  
Dr. Shrader  
Dr. Nappi  
Residency Program

## **June Taylor**

\* 1:00 - 2:00  
Mr. Edwards  
Dr. Weart

## **Back ups**

Sandra Sane & Diane Reeves  
John McGonigle & Wendy Brant  
Helena Middleton-Brown & Stephanie Jones  
Faye Ratliff & Gwen President  
Carol Brown & Sandy Spence

\* Indicates lunch break