



UNIVERSITY OF SOUTH ALABAMA

MEMORANDUM

Academic Affairs

DATE: July 18, 2023

TO: Ashley Suggs (Chair)
Jamie Adams (FS)
Jason Kelly
Eric Loomis
Leigh Minchew
Catherine Preston
Josh Wooden

FROM: Andrea M. Kent, Ph.D.
Executive Vice President and Provost

A handwritten signature in blue ink, appearing to read 'AKent', is written over the printed name and title of the sender.

SUBJECT: Registrar Advisory Committee 2023-2024

This will serve as your appointment to the Registrar Advisory Committee for the 2023-24 academic year. Ashley Suggs will serve as Chair and will notify you of meetings.

The committee charge is to serve as a consultative body and collaborate to improve critical services for students. The committee will meet four times annually, and any additional times, as needed. Topics covered will include general discussions on how policies could affect academic departments and academic advising across campus. The committee will also solicit ideas and concerns from academic departments on how the Registrar's Office may better serve their needs.

If you are unable to serve, please notify Ashley Suggs immediately. Otherwise, on behalf of the entire University, I appreciate your willingness to serve on this important committee.

AMK:dbg