

College of Arts and Sciences Chairs Meeting
February 19, 2026
2:00 PM

Agenda

- 1) Approve the Minutes of the November 20, 2025, Chairs Meeting
- 2) Budget Update
- 3) Spring 2026 Enrollments
- 4) Sponsored Activity Update
- 5) Advisory Boards Update
- 6) Faculty Contracts
- 7) One-Year-Only Contract Renewals
- 8) Waiver Requirement for Student Travel
- 9) FAR 2025-2026 Submission Deadlines
- 10) Maymester and 2026 Summer School Contracts and Scheduling (March 11, 2026)
- 11) A&S Faculty Forum (March 25, 2026, at 3:30 p.m., HUMB 170) and Town Hall Meeting with the President (April 8, 2026, at 3:30 p.m. at Laidlaw)
- 12) Department Social Media/Website Updates (Sarah Waddell)
- 13) Program Review Reminder (Dr. Coleman)
- 14) Assessment Update (Dr. Coleman)
- 15) 2026 Employee Campaign (Dr. Coleman)
- 16) Faculty Activity Report Information (Dr. Coleman)
- 17) Changing A Scheduled Class (Dr. Loomis)
- 18) Title II and Making Courses Accessible (Dr. Loomis)
- 19) Annual/Mid-Probationary Reviews Deadlines and Procedures (Dr. Loomis)
- 20) Enrollment Fraud (Dr. Loomis)
- 21) DocRoute Grade Changes, Schedule Changes, Major Changes
- 22) A&S Preview Day March 5, 2026 (Dr. Loomis)
- 23) USA Day – Date March 21, 2026 (Dr. Loomis)
- 24) Spring 2026 Commencement (A&S: Friday, May 8, 2026, at 2:30 p.m., Mitchell Center)
- 25) Other Business

Chairs' Meeting

Thursday, November 20, 2025

In Attendance: Dr. Roma Hanks, Dr. Jason Coym, LTC. Ross Clark, Dr. Jack Shelley-Tremblay, Dr. Zoya Khan, Dr. Kara Burns, Dr. David Messenger, Dr. Ellen Harrington, Dr. Kelly Major, Dr. Justin Sanders, Dr. Kevin Meeker, Dr. Sytske Kimball, Dr. Madhuri Mulekar, Dr. Jung Hwa Choi, Dr. Christina Johnson, Dr. Robert Coleman, Dr. Eric Loomis, Dr. Andrzej Wierzbicki

Guests: Mr. Cameron Lewis, Ms. Anna Shirey, Dr. Nicole Carr, Ms. Sarah Waddell, Dr. Steven Scyphers (sitting in for Dr. Sean Powers), Dr. Scott Liebertz (sitting in for Dr. Jaclyn Bunch), Dr. Thomas Rowell (sitting in for Dr. Laura Moore)

Absent: Dr. Sean Powers, Dr. Jaclyn Bunch, Dr. Laura Moore, LTC. Kurt Chapman

1. The September 18, 2025, Chairs' Meeting minutes were approved.
2. Dr. Wierzbicki introduced Mr. Cameron Lewis and Ms. Anna Shirey, SGA Senators for the College of Arts and Sciences. They discussed SGA-supported projects, such as helping fund A & S student organizations, improving the courtyard solar charging umbrellas, renovating an MCLL classroom etc. They have started a new initiative to contact all of the College of Arts and Sciences Department Chairs to make sure that all of the departments are assisted. Dr. Wierzbicki then mentioned more projects that the SGA senators have assisted with such as the renovation of Humanities room 26 and assisting a Department of Mathematics and Statistics student organization with funding.
3. Dr. Wierzbicki introduced Dr. Nicole Carr who spoke about learning communities. Dr. Carr thanked everyone for being involved in the CAS First Year Experience (Learning Community CAS 100 classes). She stated that the First Year Experience classes are the least expensive and most effective retention program on campus. She said that students in learning communities are more likely to have a higher G.P.A. their first term, earn more credit hours their first term, and return for the spring and fall semesters than those not in learning communities. Students in learning communities had a 51% graduation rate compared to 39% for students that were not in learning communities. Dr. Carr announced that Ms. Tina Hancock will be retiring on January 1, 2026. She mentioned that her office is trying to implement a system that will allow students are able to self-register.
4. Dr. Wierzbicki presented the budget update, as of October 31, 2025 (handouts). Funds were distributed to the departments on November 18, 2025. The Dean reminded the Chairs that he sent an email on October 22, 2025, stating that there was an increase from \$1,000 to \$1,500 for supplemental transfer per full-time faculty member, including OYOs. He reminded the Chairs that although it is called travel funds, it is supplemental funding that can be used at the department's discretion. Departments have over \$3.4 million in reserve funds. There is around \$1.2 million in start-up funds. The Dean urged the Chairs to ask faculty members to use their start-up funds so that Academic Affairs does not withhold funding for start-ups in the future. There is over \$700,000 in student fees in department accounts. The Dean reminded Chairs to spend student fee funds to benefit student learning.

5. Dr. Wierzbicki reviewed the external funding update (handouts). As of September 30, 2025, the College has submitted 121 proposals as compared to 116 submitted this time last year, and to date there have been awarded 82 grants as compared to 73 awarded last year. The College currently has over \$10 million in sponsored projects.
6. Dr. Wierzbicki reminded the Chairs to perform part-time faculty evaluations. The evaluation form can be found on the University website on the Academic Affairs webpage under "Forms." He recommended evaluating the part-time faculty in the fall. Signed copies of the forms should be kept in each department and do not need to be submitted to the Dean's Office.
7. Dr. Wierzbicki reminded Chairs about the Departmental Advisory Board membership request. He asked Chairs to nominate 3 or 4 people to serve on their Departmental Advisory Boards. Nominations are due on Friday, December, 12, 2025.
8. The Evaluation of Teaching Effectiveness was discussed by Dr. Eric Loomis and Dr. Jason Coym. Dr. Loomis stated that the College has created a committee, chaired by Dr. Coym, to look into how in-class evaluations will be conducted and how a teaching effectiveness portfolio will be created. Dr. Coym stated that the highest priorities at this time will be developing a peer-review rubric and developing a portfolio that will be used as part of the teaching effectiveness evaluation. Dr. Loomis mentioned that after the second year of their probationary period, tenure-track faculty hired for fall of 2026 or later will need to have a peer review. Faculty applying for promotion in fall 2027 may request a peer review. In fall of 2028, the policy applies to all faculty applying for promotion.
9. Dr. Coleman discussed Program Reviews. He noted that the Communication M.A. and the Sociology B.A. are in progress. He mentioned Dr. Katherine Friedrich will reach out to departments that have program reviews starting in spring 2026. Those programs will be the Biology B.S. inclusive of the double majors in the College of Education, the Biology M.S., the Communication Studies B.A., Dramatic Arts B.A., and the Geology B.S.
10. Dr. Coleman went over the assessment update. He stated that according to Dr. Katherine Friedrich the College of Arts and Sciences reviews are very strong. She has sent Dr. Coleman comments on what still needs to be done in certain departments. These additions will need to be made by Monday, December 15, 2025.
11. Dr. Coleman reminded Chairs to submit their reassigned time requests by Friday, December 5, 2025. Requests are to be submitted as a Word document. Dr. Wierzbicki reminded Chairs that warnings about reassigned time are given to faculty members who have not been keeping up with their professional productivity.
12. Dr. Loomis discussed the Courseleaf CIM, CAT, and proposal deadlines (handouts). New course proposals that will change program requirements are due by January 19, 2026. If a new proposal will not affect program requirements, then the deadline for such new course proposals will be May 8, 2026. New or revised course fee for fall 2026 are due by March 9, 2026. Changes to the 2026-27 Bulletin regarding program requirements changes are due on January 19, 2026. Changes that do not affect program requirements are due by May 8, 2026.
13. Graduate Assistant Deadlines and Processes were discussed by Dr. Loomis (handouts). He stated that there is pressure from the Graduate School to have all GA appointment paperwork submitted on time. The Graduate School may pull GA lines from departments that are chronically late in submitting paperwork. Spring 2026 appointment form deadlines for GTAs, GAs, and GRAs is December 8, 2025. The payroll deadline for EPAFs is

January 11, 2026. Summer 2026 deadlines are May 7, 2026, for appointment forms and June 9, 2026, for epafs. Fall 2026 deadlines are July 27, 2026, for appointment forms and August 17, 2026, for EPAFs.

14. Dr. Loomis reminded the Chairs of the tenure and promotion deadlines (handouts). December 5, 2025, is the deadline for completed Department Tenure Committee/Promotion Committee reviews. He stated that January 5, 2026, is the deadline for the Department Chair to meet with candidates. Once the meeting has been held, the candidates will then have seven days to submit any additional materials. The deadline to submit materials is January 12, 2026. The Mid-Probationary Review information must be submitted by the second week of March 2026.
15. Dr. Loomis mentioned that the 2025-2026 Internal Grant Deadlines are listed in the handouts (handouts). The next one due is the SDA proposal deadline which is November 25, 2025. SPDA proposals will be due on January 9, 2026. Dr. Wierzbicki reminded Chairs that first call nominations for Faculty Awards will be due on December 1, 2025. He also urged Chairs to encourage their junior faculty to participate in being nominated.
16. Dr. Loomis explained that he did not yet have the information available regarding the spring Hire-A-Jag Career Fair events but that he will share the information once it becomes available. He then reminded the Chairs that March 5, 2026, will be the College of Arts and Sciences Preview Day.
17. Dr. Loomis discussed changes to schedule change requests, major change requests, and grade change requests (handouts). Schedule change requests are to be submitted in DocRoute. The paper forms are no longer accepted. Program change requests and grade change requests are likely to change to DocRoute submissions in Spring 2026.
18. Dr. Loomis introduced Ms. Sarah Waddell who discussed marketing updates. She asked the Chairs to be on the look-out out for full-time faculty members within their department who may be eligible for a free headshot. Those eligible would either have a picture that is over three years old, one that is not considered a professional headshot, or those who have never had a headshot taken. She then mentioned that the Office of Enrollment Services would like to hear from her regarding Week of Welcome activities and that the Chairs can let her know of their department's plans and how she may be able to assist. She spoke on the newsfeed issue and asked the Chairs to archive their newsfeed on their department website. She stated that they are working to have one College of Arts and Sciences newsfeed, and it will link to the department that has featured news. Also, she will write department blurbs that will be seen in the newsletter. Dr. Wierzbicki asked about the USA Way banners. Ms. Waddell stated that she will look into it.
19. Dr. Loomis spoke about registrar training and resources (handouts). These are available for the student side of Banner. Ms. Sangela King will share information.
20. Dr. Loomis talked about giving overrides online and scheduling Navigate South appointments (handouts). Dr. Wierzbicki requested that Ms. Becky Hoffman, Secretary V for the Department of Chemistry, provide instructions for how to generate the online forms for overrides. Dr. Loomis asked that the Chairs encourage their faculty to consider using the appointment function in Navigate South. Ms. Dallas Schmidt is available to assist with instructions.
21. Dr. Wierzbicki announced that the Fall Commencement will be held on Friday, December 12, 2025, at 10:00 a.m. in the Mitchell Center Arena.

22. There was no other business.

2

Arts & Sciences Departmental Status
as of January 31, 2026

2/10/2026

Dept.	Org. Budget Operating Fund As of 10/31/25	FY '2024-25		FY '2025-26		Total Revenue	Present 110000 Operating Balance*	Present Operating Supplemental Balance*	Present Balance Combined Operating Accts*
		Operating Supplemental Carryover	Dean's Office Supplemental Transfer	Operating Supplemental Transfer	Dean's Office Supplemental Transfer				
Air Force	5,055.00	429.58	-	5,484.58	4,759.63	429.58	5,189.21		
BLY	33,390.00	10,804.81	19,500.00	63,694.81	27,925.94	25,174.04	53,099.98		
CH	23,154.00	9,221.24	21,000.00	53,375.24	23,992.44	23,231.91	47,224.35		
CA	13,965.00	18,204.77	18,000.00	50,169.77	4,919.10	36,204.77	41,123.87		
DR	2,561.00	6,149.64	3,000.00	11,710.64	(3,728.33)	9,149.64	5,421.31		
DR Theatre	20,691.00	-	-	20,691.00	17,193.64	-	17,193.64		
ES	13,305.00	-	21,000.00	34,305.00	8,975.15	19,246.12	28,221.27		
EH	7,960.00	30,875.83	48,000.00	86,835.83	6,361.60	73,690.15	80,051.75		
MCLL	14,169.00	12,648.16	16,500.00	43,317.16	9,710.47	34,511.64	44,222.11		
HY	8,323.00	1,257.54	18,000.00	27,580.54	4,759.38	13,128.87	17,888.25		
Afr Am St	5,000.00	1,847.29	2,000.00	8,847.29	4,708.56	3,847.29	8,555.85		
Intl Studies	380.00	1,552.15	2,000.00	3,932.15	380.00	2,762.03	3,142.03		
MAS	317,699.00	-	24,000.00	341,699.00	177,641.36	-	177,641.36		
MA	20,107.00	57,742.60	46,500.00	124,349.60	7,788.45	85,006.25	92,794.70		
MD	141,512.00	-	3,000.00	144,512.00	132,180.10	-	132,180.10		
Mil Sc	3,657.00	851.05	5,000.00	9,508.05	3,046.38	5,321.85	8,368.23		
MU	229,627.00	398.30	22,500.00	252,525.30	119,407.77	17,414.79	136,822.56		
Marching Band	1,417,029.00	-	-	1,417,029.00	755,358.25	-	755,358.25		
PHL	854.00	17,945.40	7,500.00	26,299.40	(2,791.81)	23,592.23	20,800.42		
PH	10,695.00	27,624.61	15,000.00	53,319.61	8,466.38	36,772.50	45,238.88		
PSC/CJ	4,676.00	561.22	18,000.00	23,237.22	2,533.54	7,222.02	9,755.56		
PSY	7,496.00	894.23	22,500.00	30,890.23	4,890.28	1,342.57	6,232.85		
PSY Lab	12,465.00	-	-	12,465.00	12,025.57	-	12,025.57		
PSY Clinic	1,757.00	-	-	1,757.00	1,034.57	-	1,034.57		
SY/AN	5,337.00	3,812.01	18,000.00	27,149.01	1,353.65	14,615.62	15,969.27		
Archaeology Stu	3,668.00	-	-	3,668.00	3,512.16	-	3,512.16		
Social WK	22,500.00	-	-	22,500.00	16,926.47	-	16,926.47		
Art & Art History	9,951.00	3,105.18	19,500.00	32,556.18	8,867.92	13,735.87	22,603.79		
Balance	2,356,983.00	205,925.61	370,500.00	2,933,408.61	1,362,198.62	446,399.74	1,808,598.36		

33.33% of Fiscal year Elapsed

*Including encumbrances

Supplemental Funds	462,730.96
Overhead Funds	383,106.08
Professorship Fund Balances	484,739.89
Start-Up Funds	1,118,052.38
Student Fee Funds	718,245.31
Computer Lab Fees	199,613.46
	<u>\$ 3,366,488.08</u>

College of Arts & Sciences

Departments	Operating	Supplemental	Overhead	Professorship	Student Fees	Computer Fees	Total
Air Force	4,759.63	429.58	-	-	-	-	5,189.21
Biology	27,925.94	25,174.04	16,401.96	-	414.03	-	69,915.97
Chemistry	23,992.44	23,231.91	8,121.05	52,736.93	63,578.00	326.00	171,986.33
Communications	4,919.10	36,204.77	-	-	202,644.71	10,335.81	254,104.39
Theatre & Dance	(3,728.33)	9,149.64	7,357.23	-	-	-	12,778.54
Theatre	17,193.64	-	38.48	-	10,352.37	-	27,584.49
Earth Science	8,975.15	19,246.12	13,099.00	28,856.69	45,116.77	1,541.00	116,834.73
English	6,361.60	73,690.15	26.50	29,321.63	-	-	109,399.88
Modern and Classical Lang. & Lit.	9,710.47	34,511.64	60.00	69,594.67	82,256.09	-	196,132.87
History	4,759.38	13,128.87	1,098.74	6,456.00	-	-	25,442.99
African American Studies	4,708.56	2,762.03	-	-	-	-	7,470.59
International Studies	380.00	3,847.29	-	-	-	-	4,227.29
Marine Sciences	177,641.36	-	95,070.87	7,838.02	-	-	280,550.25
Mathematics/Statistics	7,788.45	85,006.25	57,600.87	135,979.15	-	122,769.82	409,144.54
Math Development Studies	132,180.10	-	-	-	-	-	132,180.10
Military Science	3,046.38	5,321.85	-	-	1,135.79	-	9,504.02
Music	119,407.77	17,414.79	-	-	13,348.69	19,529.39	169,700.64
Marching Band	755,358.25	-	-	-	-	-	755,358.25
Philosophy	(2,791.81)	23,592.23	9,431.14	-	-	-	30,231.56
Physics	8,466.38	36,772.50	15,955.63	68,085.14	90,583.31	36,700.44	256,563.40
Political Science/Criminal Justice	2,533.54	7,222.02	-	55,763.17	2,275.88	-	67,794.61
Psychology	4,890.28	1,342.57	(21,685.59)	-	25,914.73	7,159.00	17,620.99
Psychology Lab	12,025.57	-	-	-	-	-	12,025.57
Psychology Clinic	1,034.57	-	-	-	-	-	1,034.57
Sociology/Anthropology/SW	1,353.65	14,615.62	20,227.73	68,612.23	1,041.30	1,252.00	107,102.53
Archeology Studies (Lab)	3,512.16	-	159,801.83	-	-	-	163,313.99
Social Work	16,926.47	-	-	-	-	-	16,926.47
Art & Art History	8,867.92	13,735.87	500.64	-	179,583.64	-	202,688.07
Total	1,362,198.62	\$446,399.74	\$383,106.08	\$523,243.63	\$718,245.31	\$199,613.46	\$3,632,806.84

Summer Max Earnings Calculation

Old formula used to calculate the maximum a 9m faculty can earn in the summer:

$$((9\text{m base} + \text{exemplary stipend})/3) - 12\text{m stipend} = \text{summer max}$$

$$\text{Example: } ((80,000 + 7,500)/3) - 20,000 = \$9,167$$

New (2026) formula used to calculate the max a 9m faculty can earn in the summer:

$$((9\text{m base} + \text{exemplary stipend})/3) - (3/12 * 12\text{m stipend}) = \text{summer max}$$

$$\text{Example: } ((80,000 + 7,500)/3) - (3/12 * 20,000) = \$24,167$$

Attachment 1 Table I

The University of South Alabama
**Final Headcount Enrollment Statistics Comparison
 Spring 2026**

	Spring 2025		Spring 2026		Percent Change	
	LD	UD	LD	UD	LD	UD
<i>Undergraduate</i>						
Allied Health Professions	547	572	581	705	6.22	23.25
Arts & Sciences	1,260	1,203	1,199	1,286	-4.84	6.90
Business	401	494	416	500	3.74	1.21
Computing	186	340	161	308	-13.44	-9.41
Education	482	744	505	771	4.77	3.63
Engineering	416	492	396	562	-4.81	14.23
Nursing	561	919	574	909	2.32	-1.09
Total Undergraduate	3,853	4,764	3,832	5,041	-0.55	5.81
<i>Graduate</i>						
Allied Health Professions				465		11.78
Arts & Sciences				286		1.42
Business				185		41.22
Computing				74		-26.00
Education				368		-12.17
Engineering				100		-27.01
Graduate School				36		-16.28
Medicine*				348		1.75
Nursing				2,446		-2.70
Total Graduate				4,308		-1.73
University Total				13,181		1.38

*Medicine total excludes medical residents and medical fellows in training (2025=323; 2026=336).

Attachment 1 Table II

**The University of South Alabama
Final Credit Hour Enrollment Statistics Comparison
Spring 2026**

	Spring 2025		Spring 2026		Percent Change	
	LD	UD	LD	UD	LD	UD
<i>Undergraduate</i>						
Allied Health Professions	4,388	4,110	5,220	4,647	18.96	13.07
Arts & Sciences	52,958	12,179	53,152	13,306	0.37	9.25
Business	3,767	6,826	4,048	7,657	7.46	12.17
Computing	2,442	2,666	2,262	2,595	-7.37	-2.66
Education	2,662	7,404	2,771	7,952	4.09	7.40
Engineering	1,731	3,505	1,944	3,813	12.31	8.79
Honors College	86	54	134	58	55.81	7.41
Nursing	0	10,256	0	10,138	0.00	-1.15
Total Undergraduate	68,034	47,000	69,531	50,166	2.20	6.74
<i>Graduate</i>						
Allied Health Professions		6,299		6,815		8.19
Arts & Sciences		2,227		2,255		1.26
Business		789		1,351		71.23
Computing		610		419		-31.31
Education		2,610		2,450		-6.13
Engineering		789		560		-29.02
Graduate School		141		162		14.89
Medicine		340		357		5.00
Nursing		15,943		15,106		-5.25
Total Graduate		29,748		29,475		-0.92
University Total*		144,782		149,172		3.03

*Excludes Clinical Credit Hour Equivalents in Allied Health (2025=166 LD, 604 UD, 1,465 GR; 2026=130 LD, 660 UD, 1,575 GR), Arts & Sciences (2025=72 GR; 2026=47), Graduate School (2025=40 GR; 2026=40), and Nursing (2025=2,559 UD, 4,701 GR; 2026=2,733 UD, 4,594 GR).

SOURCE: ZSGR4503

Attachment 1 Table III

The University of South Alabama

Final Enrollment & Credit Hour Production Summary

Spring 2026

	Spring 2025	Spring 2026	Absolute Change	Percent Change
<i>Enrollment</i>				
Allied Health Professions	1,535	1,751	216	14.07
Arts & Sciences	2,745	2,771	26	0.95
Business	1,026	1,101	75	7.31
Computing	626	543	-83	-13.26
Education	1,645	1,644	-1	-0.06
Engineering	1,045	1,058	13	1.24
Graduate School	43	36	-7	-16.28
Medicine*	342	348	6	1.75
Nursing	3,994	3,929	-65	-1.63
University Total*	13,001	13,181	180	1.38
<i>Credit Hour Production</i>				
Allied Health Professions	14,797	16,682	1,885	12.74
Arts & Sciences	67,364	68,713	1,349	2.00
Business	11,382	13,056	1,674	14.71
Computing	5,718	5,276	-442	-7.73
Education	12,676	13,173	497	3.92
Engineering	6,025	6,317	292	4.85
Graduate School	141	162	21	14.89
Honors College	140	192	52	37.14
Medicine*	340	357	17	5.00
Nursing	26,199	25,244	-955	-3.65
University Total**	144,782	149,172	4,390	3.03

*Medicine total excludes medical residents and medical fellows in training (2025=323; 2026=336).

**Excludes Clinical Credit Hour Equivalents in Allied Health (2025=2,235; 2026=2,365), Arts & Sciences (2025=72; 2026=47), Graduate School (2025=40; 2026=40), and Nursing (2025=7,260; 2026=7,327).

IR/January 29, 2026

Attachment 2

**The University of South Alabama
Baldwin County Enrollment Profile
Spring 2026**

	Spring 2025		Spring 2026		% Change Spring 2025 to Spring 2026
	Number	% of Total	Number	% of Total	
<i>Total Headcount</i>	161		155		-3.73
Took Courses - Baldwin County Only	0	0.0	0	0.0	N/A
Took Courses - Baldwin County & Main	161	100.0	155	100.0	-3.73
<i>Enrollment by College</i>					
Allied Health Professions	13	8.1	17	11.0	30.77
Arts & Sciences	55	34.2	54	34.8	-1.82
Business	4	2.5	3	1.9	-25.00
Computing	7	4.3	6	3.9	-14.29
Education	8	5.0	5	3.2	-37.50
Engineering	7	4.3	4	2.6	-42.86
Nursing	67	41.6	66	42.6	-1.49
<i>Enrollment by Class</i>					
Freshman	26	16.1	23	14.8	-11.54
Sophomore	28	17.4	20	12.9	-28.57
Junior	27	16.8	31	20.0	14.81
Senior	80	49.7	81	52.3	1.25
Graduate	0	0.0	0	0.0	N/A
Unclassified	0	0.0	0	0.0	N/A
<i>Enrollment by Gender</i>					
Male	47	29.2	42	27.1	-10.64
Female	113	70.2	110	71.0	-2.65
Unknown	1	0.6	3	1.9	200.00
<i>Enrollment by Race</i>					
African-American	42	26.1	39	25.2	-7.14
White	99	61.5	91	58.7	-8.08
Other/Unknown	20	12.4	25	16.1	25.00
<i>Enrollment by Status*</i>					
Full-Time	149	92.5	151	97.4	1.34
Part-Time	12	7.5	4	2.6	-66.67

*Based on total credit hour registration on the Main campus and in Baldwin County.

Attachment 2

**The University of South Alabama
Baldwin County Enrollment Profile
Spring 2026**

Spring 2025		Spring 2026		% Change Spring 2025 to Spring 2026
Number	% of Total	Number	% of Total	

Enrollment by Age

50 and Over	0	0.0	2	1.3	N/A
40-49	1	0.6	2	1.3	100.00
30-39	14	8.7	16	10.3	14.29
25-29	29	18.0	21	13.5	-27.59
20-24	88	54.7	82	52.9	-6.82
19 and Under	29	18.0	32	20.6	10.34

*Credit Hour Enrollment***

	1,160		1,186		2.24
Allied Health Professions	0	0.0	0	0.0	N/A
Arts & Sciences	318	27.4	279	23.5	-12.26
Business	0	0.0	0	0.0	N/A
Computing	0	0.0	0	0.0	N/A
Education	0	0.0	0	0.0	N/A
Engineering	0	0.0	0	0.0	N/A
Nursing	842	72.6	907	76.5	7.72

**Excludes Clinical Credit Hour Equivalents in Nursing (2025=385; 2026=425).

SOURCE: BC Reports, ZSGR4503B, ZSGR4501

IR/January 29, 2026

#4

SPONSORED PROJECTS - 10/1/2025 TO 1/31/2026

College/Dept	Proposals		Awards		Award \$ Received		Change vs. FY25 YTD (\$)
	FY26 YTD	FY25 YTD	FY26 YTD	FY25 YTD	FY26 YTD	FY25 YTD	
Academic Affairs							
Academic Affairs	1	0	0	0	\$0	\$0	\$0
	1	0	0	0	\$0	\$0	\$0
College of Allied Health							
Biomedical Sciences	1	0	0	0	\$0	\$0	\$0
EMT Training	0	0	1	0	\$222,622	\$0	\$222,622
Occupational Therapy	1	1	0	0	\$0	\$0	\$0
Speech Pathology and Audiology	1	3	0	0	\$0	\$0	\$0
	3	4	1	0	\$222,622	\$0	\$222,622
College of Arts and Sciences							
Biology	5	6	2	0	\$691,511	\$0	\$691,511
Center for Archeological Studi	0	5	1	3	\$10,000	\$26,162	-\$16,162
Chemistry	2	1	0	0	\$0	\$0	\$0
Earth Sciences	5	0	2	0	\$54,519	\$0	\$54,519
English	1	1	0	1	\$0	\$77,609	-\$77,609
History	0	0	1	1	\$2,500	\$12,810	-\$10,310
Marine Sciences	17	19	7	11	\$1,229,460	\$1,089,310	\$140,150
Math and Statistics	1	1	1	0	\$3,000	\$0	\$3,000
Modern & Classical Languages and Literature	1	1	1	0	\$0	\$0	\$0
Philosophy	1	0	0	0	\$0	\$0	\$0
Physics	0	1	0	1	\$0	\$20,001	-\$20,001
Psychology	2	3	2	5	\$65,871	\$435,258	-\$369,387
	35	38	17	22	\$2,056,861	\$1,661,150	\$395,711
College of Education and Professional Studies							
Coll of Educ./Profess. Studies - Dean's Office	4	0	2	0	\$500,000	\$0	\$500,000
Counseling & Instructional Sciences	5	3	2	0	\$25,779	\$0	\$25,779
Ed Office of Contracts	1	0	0	0	\$0	\$0	\$0
Health, Kinesiology and Sport	1	1	1	1	\$0	\$87,000	-\$87,000
Integrative Studies	0	1	0	0	\$0	\$0	\$0
Leadership & Teacher Ed	4	2	4	2	\$1,003,237	\$531,818	\$471,419
	15	7	9	3	\$1,529,016	\$618,818	\$910,198
College of Engineering							
Chemical Eng	2	2	0	0	\$0	\$0	\$0
Civil Eng	6	15	8	4	\$1,248,659	\$1,029,590	\$219,069
College of Engineering - Dean's Office	0	3	0	0	\$0	\$0	\$0
Electrical Eng	2	9	3	3	\$2,820,000	\$552,901	\$2,267,099
Mechanical Eng	0	5	0	1	\$0	\$3,750	-\$3,750
	10	34	11	8	\$4,068,659	\$1,586,241	\$2,482,418
College of Medicine							
Biochem/Molecular Biology	7	6	0	3	\$0	\$269,703	-\$269,703
Center for Disaster Healthcare Preparedness	1	0	0	1	\$0	\$892,205	-\$892,205
Center for Lung Biology	16	18	0	2	\$0	\$238,700	-\$238,700
Family Medicine	3	2	1	2	\$20,000	\$80,000	-\$60,000
Internal Medicine	0	0	0	1	\$0	\$39,767	-\$39,767
Microbiology/Immunology	12	11	2	1	\$98,400	\$81,900	\$16,500
Neurology	1	1	0	0	\$0	\$0	\$0
OBGYN	0	0	1	1	\$11,361	\$43,456	-\$32,095
Orthopaedics	0	1	0	0	\$0	\$0	\$0
Pathology	9	15	2	2	\$125,000	\$150,000	-\$25,000
Pediatrics	4	7	2	3	\$44,001	\$194,000	-\$149,999
Pharmacology	1	9	3	4	\$202,937	\$388,417	-\$185,480
Physiology/Cell Biology	3	0	0	1	\$0	\$261,530	-\$261,530
Surgery	0	0	1	0	\$0	\$0	\$0
	57	70	12	21	\$501,699	\$2,639,678	-\$2,137,979
College of Nursing							
Adult Health Nursing	0	1	0	0	\$0	\$0	\$0
College of Nursing - Dean's Office	1	0	1	0	\$1,540	\$0	\$1,540
Community Mental Health	0	1	1	0	\$1,000	\$0	\$1,000
Maternal/Child Health	0	1	1	1	\$10,000	\$10,000	\$0
	1	3	3	1	\$12,540	\$10,000	\$2,540
Financial Affairs							
Financial Affairs	0	0	1	0	\$349,133	\$0	\$349,133
	0	0	1	0	\$349,133	\$0	\$349,133
Global USA							
Global USA	0	1	0	0	\$0	\$0	\$0
International Education	1	0	0	0	\$0	\$0	\$0
	1	1	0	0	\$0	\$0	\$0
Innovation in Learning Center							
Innovation in Learning Center	0	0	1	1	\$177,255	\$174,155	\$3,100
	0	0	1	1	\$177,255	\$174,155	\$3,100

College/Dept	Proposals		Awards		FY26 YTD	Award \$ Received		Change vs. FY25 YTD (\$)
	FY26 YTD	FY25 YTD	FY26 YTD	FY25 YTD		FY25 YTD		
Mitchell Cancer Institute								
MCI Research	0	0	1	0	\$12,480	\$0	\$12,480	
Mitchell Cancer Institute	5	7	3	0	\$65,000	\$0	\$65,000	
USA Health Clinical Trials	4	3	14	0	\$0	\$0	\$0	
	9	10	18	0	\$77,480	\$0	\$77,480	
Mitchell College of Business								
Management	0	1	1	0	\$50,000	\$0	\$50,000	
	0	1	1	0	\$50,000	\$0	\$50,000	
Office of VP Development and Alumni								
Office of VP Development and Alumni	1	0	1	0	\$88,000	\$0	\$88,000	
	1	0	1	0	\$88,000	\$0	\$88,000	
Research								
Ctr Commercialization and Indu	1	0	0	0	\$0	\$0	\$0	
	1	0	0	0	\$0	\$0	\$0	
School of Computing								
Information Systems & Technology	1	0	0	0	\$0	\$0	\$0	
School of Computing - Dean's Office	1	2	2	2	\$61,968	\$207,950	-\$145,982	
	2	2	2	2	\$61,968	\$207,950	-\$145,982	
USA Hospitals								
Center for Healthy Communities	3	2	1	4	\$516,340	\$729,545	-\$213,205	
Childrens Womens Hospital	1	2	1	2	\$11,059	\$24,000	-\$12,941	
University Hospital	0	0	3	1	\$1,007,044	\$671,140	\$335,904	
	4	4	5	7	\$1,534,443	\$1,424,685	\$109,758	
Grand Total	140	174	82	65	\$10,729,676	\$8,322,677	\$2,406,999	

#6



UNIVERSITY OF SOUTH ALABAMA

MEMORANDUM

Office of the Executive Vice President & Provost

DATE: July 14, 2025

TO: Academic Deans
Administrative Assistants

FROM: Andi M. Kent *Andi M. Kent*

SUBJECT: Faculty Non-Reappointments

Written notice of non-reappointment should be issued according to the date and guidelines specified below. Please note that the Faculty severance policy and procedures can be found in the Faculty Handbook, Section 3.16.1 and 3.16.2. The dates given below are provided as examples and are the last possible dates of notification and the end dates of employment if the faculty member is to complete the current 9-month or 12-month appointment period. Please note that three months, six months or 12 months' notice may be given earlier than the dates indicated and employment would end on the earlier respective date as well. Submit requests to non-reappointment faculty to Paula Medveal at pmedveal@southalabama.edu.

9-month faculty

- In the first year of service: notice should be given at least three months in advance (by **February 12, 2026**) of the last day of the faculty member's employment at the University for appointment to terminate as of **May 15, 2026**.
- In the second year of service: notice should be given at least 6 months in advance (by **November 14, 2025**) of the last day of the faculty member's employment at the University for appointment to terminate as of **May 15, 2026**.
- After two or more years of service: notice should be given at least 12 months in advance (by **April 24, 2026**) of the last day of the faculty member's employment at the University for appointment to terminate as of **May 14, 2027**.

12-month faculty

- In the first year of service: notice should be given at least three months in advance (by **May 8, 2026**) of the last day of the faculty member's employment at the University for appointment to terminate as of **August 14, 2026**.

- In the second year of service: notice should be given at least 6 months in advance (**by February 2, 2026**) of the last day of the faculty member's employment at the University for appointment to terminate as of **August 14, 2026**.

- After two or more years of service: notice should be given at least 12 months in advance (**by April 24, 2026**) of the last day of the faculty member's employment at the University for appointment to terminate as of **August 13, 2027**.

Sample letter is attached.

AMK:pbm

VOLUNTARY STUDENT TRAVEL APPROVAL FORM

#8

INSTRUCTIONS:

- This form is to be completed by a USA faculty or staff member.
Student travel for any voluntary, USA-sponsored purpose must be approved by the Vice President for Student Affairs/Dean of Students prior to the trip. Complete and submit this form to the Division of Student Affairs. It can be faxed to 460-6157.
After approval, if necessary, a "Release From Liability" form will be sent to you by the Attorney's Office. The release form must be copied and provided to each student to sign prior to the trip. Release forms should be collected prior to travel and submitted to the College/School or Departmental office.

Participants: Graduate Students [] Undergraduate Students [] Both []

Organization Name: (USA College/School/Department or student organization sponsoring trip)

Travel Dates: / / to / /

Purpose of Trip:

Destination:

Transportation: Private Vehicle [] Rental Vehicle [] Chartered Bus (non-USA) []
USA Vehicle [] Commercial Airline [] Other []

NOTE: If rental vehicle is used, the "University of South Alabama Policy Regarding Rental Vehicles" (located under the "Forms" section of the Student Affairs website) must be signed by the faculty or staff member and submitted with this form.

NOTE: Students must be notified of expected conduct, including the alcohol policy. Date of Notification/Expected Date of Notification:

Signature of Faculty/Staff Member Printed name of Faculty/Staff Member

Faculty/Staff Member phone number Faculty/Staff Member e-mail address

Signature of Department Chair or Dean of College/School Date

Approved by VP for Student Affairs/Dean of Students Date

Request forwarded to Attorney's Office for Release From Liability Form

OR

Request returned to Faculty/Staff Member (Release From Liability Form not necessary) (Faculty/Staff Member to retain this form for three years from date of trip)

STUDENT TRAVEL AUTHORIZATION REQUEST

Name _____ Student # _____

Graduate Student: _____ Undergraduate Student: _____

Present Address _____ Phone # _____

Permanent Address _____ Phone # _____

E-mail Address _____ Work Phone # _____

I, _____ request permission for travel from _____

a.m./p.m. on _____ (date) until _____ a.m./p.m. on _____ (date)

Specific purpose for this travel: _____

Destination of travel: _____

Is reimbursement of expenses requested? no yes. If yes, complete expense estimate below.

Transportation

Plane _____

Private/University Car _____

Lodging and Meals

Lodging (In or Out-of-State) _____

Meals (In or Out-of-State) _____

Other _____

Total Estimated Cost (not necessarily amount of reimbursement): _____

Signature of Requester

Date

(Over)

Complete the following for International Travel:

Passport No. _____ Expiration Date _____ Date/Place of Issue _____

Emergency Contact _____ Relationship _____

Address _____

Telephone/FAX Day _____ Night _____

Are you covered by medical insurance? Yes No

Name of insurance provider _____

All USA students traveling abroad are required to have a STA International Identification Card for the duration of their stay overseas. For information and application forms, contact the office of International Programs at 460-7053.

AUTHORIZATION FOR STUDENT LEAVE OR TRAVEL

I approve the leave or travel requested on the reverse side of this form as being in the best interest of the University. Reimbursement for expenses incurred is approved in the following amounts:

Account _____ Amount _____

Account _____ Amount _____

Account _____ Amount _____

Travel is approved, but no reimbursement is approved.

APPROVED BY:

DEPARTMENT CHAIR DATE

DEAN DATE

V.P. STUDENT AFFAIRS DATE OR _____
SR. V.P. FOR ACADEMIC AFFAIRS DATE

(Only applicable if funds from Student Affairs area are being used)

(VP of Academic Affairs signature is only needed for international travel)

DIRECTOR OF INTERNATIONAL PROGRAMS DATE

PRESIDENT DATE
(Required only for travel beyond the contiguous forty-eight states and the District of Columbia)

Subject: 2026 FAR Information from Dr. Wierzbicki

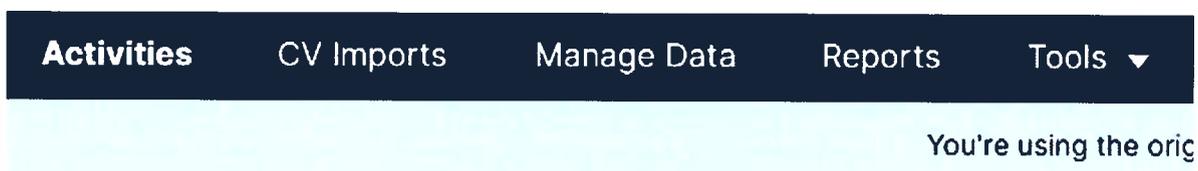
Dear Chairs:

It is now time for faculty members to complete Faculty Activity Reports. The 2025-2026 Faculty Activity Report will be prepared using Watermark Faculty Success. Watermark is available at:

<https://www.digitalmeasures.com/login/southalabama/sso/>

Faculty will need to do the following:

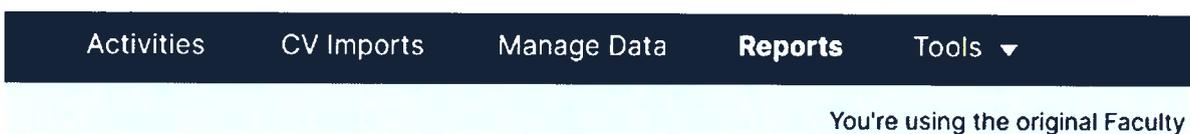
1. To prepare their FAR, faculty must first enter data in the Activities area. See **"A&S Faculty Activity Report Template"** below for instructions for downloading the FAR template, which will allow faculty to identify what they need to enter and where to place the data for each area.



Activities - University of South Alabama

[Review a guide](#) to manage your activities.

2. After entering their data, faculty will select the "A&S Faculty Activity Report" from the "Reports" menu:



Reports

Select the report you would like to view or edit, or select to create a new report.

NAME ▲

A & S Faculty Activity Report

3. Before running the report, faculty will need to set the date range from 5/1/2025 to 4/30/2026:

< Run A & S Faculty Activity Report

[Download this report's template](#)

1 Date Range

Start Date 5/1/2025 

End Date 4/30/2026 

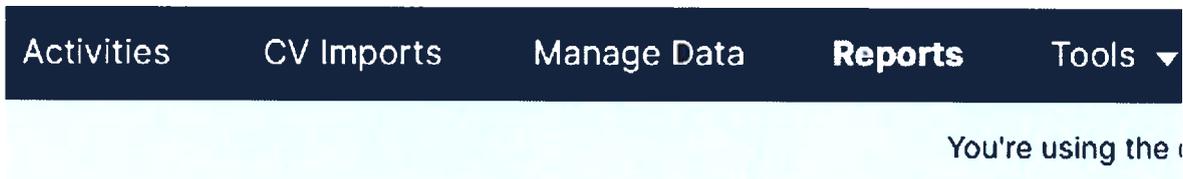
4. They will then select Microsoft Word (.doc) as the File Format (this is the default) and run the report:

3 File Format

File Format	Microsoft Word (.doc)
Changes made to the Microsoft Word document will not be reflected in the system.	
Page Size	Letter

A&S Faculty Activity Report Template

Faculty with questions regarding how to get an item to appear at a particular point in the report can download the report template from the report page or click [here](#):



< Run A & S Faculty Activity Report

[Download this report's template](#)

The report template will download as an MS Word document to the desktop. The template will allow faculty to see which screens and fields (in blue) are needed to get an item to appear at a particular location. for instance:

d. Graduate or Undergraduate Certificate Programs (may include administrative assignments):

Screen: **Administrative Assignments**

Items: All records

Criteria:

1. **Position/Role** is one of: "Track Coordinator", "Other" and **Scope** is equal to "Department"

[[Position: Role] or [If other, please explain your role.]], [Scope], approximately [Approx. Number of Hours Spent Per Year] hours spent per year. ([Start Date: Month Start Date: Day, Start Date: Year - End Date: Month End Date: Day, End Date: Year]).

Please distribute this email to each full-time member of the faculty in your department. Faculty should be encouraged to review the completed Watermark report before submitting it.

Chairs (and in some cases, peer review committees) should utilize these activity reports when completing their evaluations of the faculty.

When the evaluation is complete, each department chair should submit the following to Cindy Roberts in the Dean's Office by **Friday, April 17, 2026**:

1. Printed copies of the Faculty Activity Reports. Electronic copies of the FARs in Microsoft Word should also be sent to Sangela King at sbellking@southalabama.edu by this date. The secretary should make sure the electronic FAR Word documents are saved using the faculty member's first and last name (e.g., 2026 FAR Tom Smith).
2. Completed Annual Faculty Evaluation Form for each faculty member. This form can be found at <https://www.southalabama.edu/departments/eforms/academicaffairs/annualfacultyevaluationform.pdf>. **Chairs must arrange for each faculty member to sign the Annual Faculty Evaluation Form before they leave for any reason (summer research, vacation, trips, etc.).**
3. Copies of all reports from student evaluations of teaching that are not available in Course Evaluations & Surveys (Formerly EvaluationKIT) (e.g., student evaluations not administered by the college)

Remember that signed copies of the narrative evaluation letter for each untenured, tenure-track faculty member in your department are due on **Friday, April 3, 2026**. These letters should provide written feedback regarding progress toward tenure and promotion.

Annual Report Summary Information (template attached) will be due **Friday, May 8, 2026**, and should be emailed to sbellking@southalabama.edu. Included in the Department Summary information for the Annual Report is a summary of highlights of the year for your department and a list of scholarships awarded in your department.

Sangela King (sbellking@southalabama.edu or 251-460-6044) will be available to answer any questions about the Faculty Activity Report document. Please feel free to contact her. Attached is a check-off list for your convenience.

Thank you.

Andrzej Wierzbicki, Dean
College of Arts and Sciences
University of South Alabama
Mobile, AL 36688
251-460-6280 (voice)
251-460-7928 (fax)

9-MONTH FACULTY TEACHING SUMMER 2026

J#	Last Name	First Name	Part of Term	CRN	Course	Course Credit Hours	PAID Credit/Contact Hours	Notes
J00000000	Smith	John	May	12345	ABC 100.101	3	3	SAMPLE #1
J00000000	Smith	John	First	67890	ABC 100L.101	1	3	lab - paid 3 contact hours
J00000000	Smith	John	Full	23456, 78910	ABC 100.101, ABC 200.101	3	3	cross-listed courses
J00000001	Jones	Jane	Full	98765, 43210, 54321, 56789	ABC 100.101, ABC 200.101, ABC 300.101, ABC 400.101	3	6	stacked courses - paid 6 contact hours total
J00000000	Jones	Jane	Full	12345, 67891	ABC 101.100, ABC 101.102H**	3	3	Honors designation - cross-listed a course has an HONORS designation, please mark as such (ABC 101.102H) and group with original course as you would for cross-listed courses

SAMPLE #2 (contact hrs)
 SAMPLE #3 (cross-listed courses)
 SAMPLE #4 (stacked courses)
 SAMPLE #4 (Honors Courses)

#13 - #16

Dr. Bob Coleman
10 February 2026

Handout Information for 19 February 2026 Chairs Meeting

13) Program Review Reminder

The Communication M.A. and Sociology B.A. programs are currently working to complete their respective Program Reviews this semester

The following units have recently started their respective Program Reviews, which they will complete by the end of the spring 2027 semester:

Biology, B.S. and M.S.
Communication Studies, B.A.
Dramatic Arts, B.A.
Geology, B.S.

Dr. Friedrich encourages all people undertaking Program Review to be sure to use the resources in the Program Review Handbook. Dr. Friedrich says extensions for Program Reviews will no longer be granted. If a program has concerns about completing their APR on time, they should contact OIE as soon as possible to discuss scheduling alternatives.

14) Assessment Update

(A) Near the end of this month, the Office of Institutional Effectiveness (OIE) will send each Department Chair the results of the OIE's Quality Review of A & S program assessments.

If one of your programs receives a rating of "Developing" on their Learning Outcomes, Measures, and/or Targets, then Dr. Kathy Friedrich of OIE would like you or someone you designate to schedule a meeting with OIE to review and revise these items as needed.

(B) 2025-2026 assessment results and action plans must be entered in Watermark by 4 September 2026. You can enter the assessment results and action plans anytime this current spring semester and/or summer 2026 and no later than 4 September 2026.

15) 2026 Employee Giving Campaign

The Office of Development has not yet rolled out the annual Employee Giving Campaign (aka SouthFund). Once the campaign start date is determined, Dr. Coleman will notify Chairs to designate a faculty representative for your department.

16) Faculty Activity Report Information

(A) Faculty will be using Watermark for the FAR (some faculty have already been using Watermark, but many have not). The Watermark template looks very much like the traditional FAR template, but there are a few differences. For example, some tables might not appear, and

faculty will list information sequentially if there is no table formatting. Additionally, for some information, Watermark has a convenient drop-down menu that allows faculty to select the appropriate designation for work that they have been doing.

Faculty members who do not want to use Watermark can talk with Dr. Loomis about how the traditional FAR template can be used.

(B) For all citation entries, please make sure that faculty members only use APA style.

(C) For peer-reviewed publications, please make sure that faculty list faculty only list what was in print in 2025-2026 and/or what is forthcoming.

(D) Please make sure that faculty are not listing a peer reviewed publication and/or conference presentation that appeared in 2024-2025 Annual Report.

(E) Please ensure that your secretary tabulates the following when putting together the Department's FAR to send to Ms. Sangela King:

- Total number of undergraduates and graduate students that faculty supervise in research.
- Total number of hours for Professionally Related Service to the Community Service and total number of hours for Other Civic Service.
- Total dollar amount of Scholarship Awards in your department.

17) Changing a Scheduled Class

- Please remind your faculty and staff that the University policy does not allow changes to the time and place of a class unless such a change "is necessary to carry out the specific mission of the class".

18) Title II of the Americans With Disabilities Act and Making Classes Accessible

All new digital content must be built with accessibility in mind and older content used in courses after April 24th, 2026 should be checked and remediated.

Three related handouts are attached including one for UDOIT.

ILC Contact for Questions about Title II: Hannah Wilson
hbwilson@southalabama.edu

19) Mid-Probationary Reviews Reminder

- Mid-Probationary Review Deadline

Reviews are due with your evaluation by **Tuesday, March 10, 2026**. You must have met with the candidate to discuss the results of the Departmental and Chair reports by this date.

Chairs set the candidate's and department mid-probationary review committee's deadlines.

Attached: MP and Probationary Review lists. Please double-check your faculty and let me know if you spot errors.

Probationary Faculty Review Deadline: **Friday April 3rd, 2026**

20) Enrollment Fraud

- Email 2/2/26. Signs to look for:

- Fraudulent student's phone number doesn't work when you call/text. Student calls from a number other than what they've indicated to the university.
- Student wants to enroll in online courses only. Courses may not make sense for a degree.
- Student will not turn on camera in advising meeting, or claims camera doesn't work.
- Student does not have a Navigate South picture.
- Student pushes to get advising PIN without being advised.

21) DocRoute Grade Changes, Schedule Changes, Major Changes

- Use DocRoute whenever possible.
(exception: large number of grade changes for same section can use old grade change form).
- Schedule Changes: *an instructor should not approve adding students late if the instructor does not believe the student can be successful in the class.*
- Degree Works and Navigate South are places an instructor can check on a student's academic history.

22. A&S Preview Day March 5, 2026

Agenda A&S Preview Day March 5:

- 9:00-9:30 - Check-In
- 9:00-9:45 - Browsing Session
- 9:45-10:15 -Welcome (3), Recruitment (20) & Honors (5) presentations (followed by brief Q&A, if time permits), departure to college (2)
- 10:15-10:30 - Travel to Visit I
- 10:30-11:00 - Department Visit I
- 11:00-11:15 - Transition back to Ballroom
- 11:15-12:00 - Lunch in the Ballroom
- 12:00-12:15 - Travel to Visit II
- 12:15-12:45 - Department Visit II
- 12:45-1:00 - Transition
- 1:00-1:15 - Closing Remarks and Dismissal
- 1:30-3:00 - Optional Tour

23. USA Day – Date March 21, 2026

- There will be a college fair. I will follow up as details emerge.

#19



UNIVERSITY OF SOUTH ALABAMA

MEMORANDUM

Academic Affairs

DATE: September 25, 2025

TO: Academic Deans

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

A handwritten signature in blue ink that reads "Andi M. Kent".

SUBJECT: Annual Review of Faculty Members

I trust all is going well for you as we are in the midst of a very busy fall semester.

According to our records, the tenure-track faculty on the enclosed lists are up for annual probationary review or mid-probationary period review during the 2025 – 2026 academic year. Faculty who are participating in mid-probationary period review are not included in the annual review list. Faculty who are eligible for tenure this year are not included on either list. (FH September 2024 Ch 3 – 3.11.3) We ask that you please do the following:

- Check the lists against your records and if there are discrepancies or omissions, please notify Paula Medveal pmedveal@southalabama.edu
- Distribute a copy of this document and the attached lists to all department chairs.
- Make certain the reviews are completed for all eligible individuals by April 3, 2026.
- Provide the faculty member a written report from the department chairperson. A copy should also be retained in the faculty member's personnel file in the academic department and college/school office.
- Prepare a report from the dean notifying the Executive Vice President and Provost that all probationary reviews have been completed for all persons on the lists no later than April 10, 2026. Please submit the report to by April 14, 2026.

Please also note that annual reviews for all other faculty, including those on one-year-only contracts, must be completed by April 10, 2026.

As a reminder for your department chairs, part-time faculty evaluations are also to be done annually and the signed evaluation forms are to be maintained in the academic department. (FH Ch. 3 – 3.8.2)

Thank you for your hard work and dedication to continuing the positive momentum as the Flagship of the Gulf Coast! I appreciate you!

Enclosures
AMK/pbm

#19

Faculty Annual Probationary Review

			Current Rank	Hire Date	Ten Cred	Eligible Date
A&S	BLY	Chasen, Nathan	Asst Prof	8/15/2025		8 /15/2031
A&S	BLY	Frost, Laura	Asst Prof	8/15/2021		8 /15/2027
A&S	BLY	Tran, Tuan	Asst Prof	8/15/2021		8 /15/2027
A&S	CA	Bovenizer, George	Asst Prof	8/15/2021		8 /15/2028
A&S	CA	Nah, Soya	Asst Prof	8/15/2024		8 /15/3030
A&S	CA	Nguyen, Nhung	Asst Prof	8/15/2025		8 /15/2031
A&S	CA	Romanowski, Max	Asst Prof	8/15/2024		8 /15/3030
A&S	CA	Saxena, Keya	Asst Prof	8/15/2025		8 /15/2031
A&S	CH	Zagho, Moustafa	Asst Prof	8/15/2024		8 /15/3030
A&S	EH	Cullity, Jocelyn	Assoc Prof	8/15/2025		8 /15/2030
A&S	EH	Johnson, Caleb	Asst Prof	8/15/2022		8 /15/2028
A&S	EH	Jorgensen, Lucas	Asst Prof	8/15/2025		8 /15/2031
A&S	ES	Lan, Hai	Asst Prof	8/15/2025		8 /15/2031
A&S	ES	Linzmeier, Benjamin	Asst Prof	8/15/2024	2.0	8 /15/2028
A&S	ES	Wiley, Jacob	Asst Prof	8/15/2022		8 /15/2028
A&S	HY	Vaughn-Roberson, Clayton	Asst Prof	8/15/2022		8 /15/2028
A&S	MA/ST	Atutey, Olivia	Asst Prof	8/15/2021		8 /15/2027
A&S	MA/ST	Furno, Joanna	Asst Prof	8/15/2021		8 /15/2027
A&S	MA/ST	Holcombe, Chase	Asst Prof	8/15/2024		8 /15/3030
A&S	MA/ST	Mudrock, Jeffrey	Asst Prof	8/15/2023	2.0	8 /15/2027
A&S	MA/ST	Muia, Mathias	Asst Prof	8/15/2024		8 /15/3030
A&S	MA/ST	Pramanik, Paramahansa	Asst Prof	8/15/2021		8 /15/2027
A&S	MA/ST	Upadhyay, Aparna	Asst Prof	8/15/2024		8 /15/2030
A&S	MA/ST	Wilbert, Arik	Asst Prof	8/15/2021		8 /15/2027
A&S	MAS	de Oliveira, Gabriel	Asst Prof	8/15/2021		8 /15/2027
A&S	MAS	Hotard, Abbey	Asst Prof	8/15/2024		8 /15/3030

Faculty Annual Probationary Review

			Current Rank	Hire Date	Ten Cred	Eligible Date
A&S	MCLL	Torres, Cinthya	Asst Prof	8/15/2023	2.0	8 /15/2027
A&S	MU	Abend, Robert	Asst Prof	8/15/2022		8 /15/2028
A&S	MU	Alford, James	Asst Prof	8/15/2025		8 /15/2031
A&S	MU	Maddox, Jr., Clayton	Asst Prof	8/15/2022		8 /15/2028
A&S	MU	Nozny, Brian	Asst Prof	8/15/2022	1.0	8 /15/2027
A&S	MU	Selkirk, Amy	Asst Prof	8/15/2025		8 /15/2031
A&S	MU	Zuhowski, Megan	Asst Prof	8/15/2024		8 /15/3030
A&S	PHL	Verjinski, Delaney	Asst Prof	8/15/2024		8 /15/2030
A&S	PSC	Fox, Dalten	Asst Prof	8/15/2024		8 /15/3030
A&S	PSC	Meeker, Katherine	Asst Prof	8/15/2024		8 /15/3030
A&S	PSC	Micatka, Nathan	Asst Prof	8/15/2025		8 /15/2031
A&S	PSC	Park, Soohyun	Asst Prof	8/15/2025		8 /15/2031
A&S	PSC	Rockwell, Alexis	Asst Prof	8/15/2022		8 /15/2028
A&S	PSC	Wang, Xiaohong	Asst Prof	8/15/2024		8 /15/3030
A&S	PSC	Wu, Kuan-Sheng	Asst Prof	8/15/2021		8 /15/2027
A&S	PSY	Ahlich, Erica	Asst Prof	8/15/2022		8 /15/2028
A&S	PSY	Schadegg, Mary	Asst Prof	8/15/2025		8 /15/2031
A&S	SW	Bethel, Samuel	Asst Prof	8/15/2024		8 /15/3030
A&S	SY/AN	Zhou, Shuai	Asst Prof	8/15/2025		8 /15/2031

Faculty Mid-Probationary Reviews

			Current Rank	Hire Date	Ten Cred	Mid- Probationary
A&S	EH	Cullity, Jocelyn	Assoc Prof	8/15/2025		8 /15/2026
A&S	ES	Terbeck, Fabian	Asst Prof	1/1/2023		8 /15/2026
A&S	MA/ST	Allred, Sarah	Asst Prof	8/15/2023		8 /15/2026
A&S	MA/ST	Grace, Kevin	Asst Prof	8/15/2023		8 /15/2026
A&S	PSY	Albright, Jordan	Asst Prof	8/15/2023		8 /15/2026
A&S	SY/AN	Sanchez, Linda	Asst Prof	8/15/2023		8 /15/2026