

College of Arts and Sciences Chairs Meeting
September 18, 2025
2:00 PM

Agenda

- 1) Approve the Minutes of the June 12, 2025, Chairs Meeting
- 2) Title II Digital Accessibility (Dr. Raj Chaudhury)
- 3) Evaluation of Teaching (Dr. Raj Chaudhury)
- 4) Departmental Advisory Committees
- 5) Teaching Overload Requests
- 6) Budget Update
- 7) Fall 2025 Course Enrollments
- 8) A&S External Funding
- 9) Emeritus Professor Nomination Requests Deadline (October 3, 2025)
- 10) 2025 Dean's Lecture and Awards (November 6, 2025, MacQueen Alumni Center)
- 11) Faculty Non-Reappointments
- 12) Annual and Mid-Probationary Review of Faculty Members
- 13) Program Reviews Update (Dr. Coleman)
- 14) 2024-2025 Assessment Update (Dr. Coleman)
- 15) Reassigned Time Requests (Dr. Coleman)
- 16) Football Tailgating 2025 (Dr. Loomis)
- 17) Mandatory Midterm Grades Reminder (Dr. Loomis)
- 18) Sabbatical Deadline Oct. 1, 2025 (Dr. Loomis)
- 19) USA Day September 20, 2025 (Dr. Loomis)
- 20) 2025-2026 Tenure, Promotion, and Mid-Probationary Deadlines (Dr. Loomis)
- 21) Program Adjustments and General Education Adjustments (Dr. Loomis)
- 22) Faculty Photos (Dr. Loomis, Ms. Sarah Waddell)
- 23) Departmental Websites (Dr. Loomis, Sarah Waddell)
- 24) Courseleaf CIM and 2025-6 Curriculum Deadlines (Dr. Loomis)
- 25) Campus telephone and Windows 10 updates (Dr. Loomis)
- 26) Faculty Research Areas (Dr. Loomis)
- 27) Fall Commencement (Friday, December 12, 2025, 10:00 AM)
- 28) Other Business

Unapproved Minutes

Chairs' Meeting

Thursday, June 12, 2025

In Attendance: Dr. Sytske Kimball, Dr. Roma Hanks, Dr. Jason Coym, Dr. Jack Shelley-Tremblay, Dr. Jaclyn Bunch, Dr. Zoya Khan, Dr. Kara Burns, Dr. Justin Sanders, Dr. Kelly Major, Dr. Ellen Harrington, Dr. Kevin Meeker, Dr. Laura Moore, Dr. Madhuri Mulekar, Dr. Robert Coleman, Dr. Eric Loomis, Dr. Andrzej Wierzbicki

Guests: Ms. Sarah Waddell. Dr. Mel McKiven on behalf of Dr. David Messenger, Dr. John Lehrter on behalf of Dr. Sean Powers

Absent: Dr. David Messenger, Dr. Sean Powers, LTC. Jared Sunsdahl, LTC. Ross Clarke

1. The minutes of the February 13, 2025, Chairs' Meeting were approved.
2. Dr. Wierzbicki presented the budget update, as of May 31, 2025 (handouts). Departments have over \$3.213 million in reserve funds. The Dean urged Chairs not to overspend if their account is "in the red". He also encouraged the use of the start-up funds by faculty new-hires. He mentioned that the summer is a good time to use student fee funds to purchase supplies and equipment for student needs.
3. Dr. Wierzbicki discussed summer enrollment (handouts). The numbers are not official due to the census not taking place until June 23rd. A&S undergraduate enrollment has increased by 14.25 percent from last summer. A&S graduate enrollment has increased by 6.72 percent. The University total enrollment is 7,515, which is an increase of 3.91%. A&S credit-hour production has increased by 1,919 hours which is about 16% higher since last summer. Overall, University credit-hour production increased by 2,281 hours, which is a 4.9% increase.
4. The fall enrollment was discussed (handouts). As of June 9th, A&S is up by 92 students compared to last year. First time freshman enrollment is down by 69 students. Dr. Loomis mentioned that the numbers are likely higher than what are printed in the handouts due to the pace of advising and will likely continue to increase—especially with first-time freshmen. Dr. Wierzbicki then discussed the Fall 2025 High Demand Enrollment Information (handouts). He instructed the Chairs to email him a request for a copy of this report, if interested. He reminded Chairs not to schedule instructors exclusively for online courses unless they were hired to teach only online.
5. Dr. Wierzbicki discussed Academic Affairs' New Faculty Orientation (handouts). The orientation will be held on Friday, August 15, 2025, from 9:00 a.m. to 2:00 p.m. at the MacQueen Alumni Center. Dr. Wierzbicki asked Chairs to remind their new faculty of the date and to explain to their new hires which courses they will teach so that they are prepared for the semester. He mentioned that there is a new faculty website and also reminded Chairs that completion of the I-9 process by new faculty members is very important and that they are not allowed to be in a classroom until the process has been completed. The deadline for online completion of section one of the I-9 form is Friday, August 15th and completion of section two is due by Wednesday, August 20th.
6. Dr. Wierzbicki reviewed the external funding update (handouts). As of May 31, 2025, the College has submitted 83 proposals compared to 67 submitted this time last year and has been awarded 49 grants compared to 40 awarded last year. The College has \$5.1 million in sponsored projects at this time with 142 active grants.

7. Dr. Wierzbicki reminded Chairs of the due date for staff and administrators/managers (110) performance evaluations. The deadline for Chairs to submit evaluations to the Dean's Office is July 25, 2025.
8. Dr. Coleman discussed Program Reviews. He noted that the Sociology B.A. and the Communication M.A. program reviews which started in spring of 2025 are on track. He also noted that the program reviews starting in spring 2026 will be the Biology B.S. and M.S., the Communication Studies B.A., and the Geology B.S.
9. Dr. Coleman reminded Chairs that all data for the annual assessment will need to be entered into Watermark by Friday, September 5, 2025. He will look at the information and provide feedback within Watermark. He stated that Dr. Katherine Friedrich and Ms. Dana Abrams are available for assistance, if needed.
10. Dr. Loomis talked about the Fall Convocation and the Week of Welcome (handouts). Monday, August 18, 2025, will be Convocation Day. He and Ms. Sarah Waddell proposed that departments have specific buttons or stickers. The cost would be about \$100.00 for 250 buttons or stickers. This would help incentivize students to stop by each department. It was also announced that the College will provide ice cream to the students in the Humanities Courtyard. The Chairs decided that they would like to proceed to the design phase for the buttons or stickers. Departments were asked to be ready for an open-house on Convocation Day.
11. Dr. Loomis discussed the A&S New Faculty Orientation: Tuesday, August 19, 2025, in the Student Center Terrace Room (handouts). All faculty will be invited. There will be a reception that begins at 5:30 p.m. with food and a cash bar. The orientation will start at 6:30 p.m. Both part-time and full-time are asked to attend. Dr. Loomis asked the Chairs to invite their new faculty members to the orientation and to send him their names and email addresses.
12. Dr. Loomis discussed 2025-2026 sabbatical requests (handouts). He stated that the first notification has already been sent out to faculty. The email includes the eligibility criteria. Proposals with Chair recommendations are due on October 1, 2025.
13. Dr. Loomis reminded Chairs of the tenure and promotion deadlines (handouts). The deadline for the candidate(s) to submit names and materials to Department Chair for external review is August 22, 2025. Chairs are asked to create a separate Google Drive folder for each external reviewer. Dr. Loomis then explained how the external reviewers are selected.
14. Dr. Loomis talked about social media account feature stories. He mentioned that it was discovered that social media, not face-to-face events, is the best way to advertise A&S majors. Ms. Sarah Waddell explained that potential students appreciate it more when hearing feedback from current students rather than from attending an in-person information session. She urged Chairs to suggest undergraduate students to her who are very passionate about their major to help with this campaign.
15. Dr. Loomis talked about online Gen Ed courses (handouts), asking Chairs to let him know if updates are needed. There are almost 400 active online students and 10 fully online programs. There are about 170 registered for the fall semester and 43 of the 170 are new freshmen. The "ONLN" attribute is available to reserve spaces in general education online courses, if needed.

16. Watermark for FARs was discussed by Dr. Loomis (handouts). He stated that the decision was made to have only one template for the FARs which is the template produced in Watermark. He then asked Chairs to review the example in the handouts and let him know if edits are needed. Dr. Wierzbicki explained that faculty will be able to copy and paste information for their FARs into the Watermark template.
17. Dr. Loomis spoke to the Chairs about the new FERPA Waiver Process using CampusESP (handouts), saying that faculty should confirm what access students have given to their family members.
18. Dr. Loomis reminded Chairs to notify the Dean's Office of new staff appointments. He thanked the Chairs who have emailed the Dean's Office with notification of their new staff hires.
19. The 12Twenty/Accelerate software platform was mentioned by Dr. Loomis. This platform will replace the Handshake platform. The name of the platform for our campus will be "Accelerate". One of the advantages of this new platform is better engagement and tracking of our alumni.
20. Other Business:
 - a. Dr. Kelly Major talked about the JoVE Video Reference Library. It is a video library for STEM, socio-behavioral sciences, and business that can be used with a paid subscription. Currently our campus library only has access to three of 50 modules with a partial subscription. There are almost 500 faculty members on campus who have requested personal accounts to access this material and about 80 faculty members who currently use this material in their curriculum. Half of the Department of Biology's faculty use this library. The material can be integrated into CANVAS to be used as supplemental information for PowerPoint presentations, research, and labs. Faculty would like to propose that the University's Deans consider spreading the cost of the subscription across disciplines. Dr. Wierzbicki stated that he would be interested in knowing the college's interest in this library. Dr. Major said that she can forward the information to all of the Chairs. Dr. Sytske Kimball added that the library also offers good quizzes. Dr. Wierzbicki mentioned that the annual cost for the complete license would be about \$80,000 per University or \$10,000 per College.
 - b. Ms. Sarah Waddell mentioned that her department is asking for "My First Job" stories particularly from men.

Title II and Digital Accessibility Considerations

Title II of the Americans with Disabilities Act (ADA) requires state and local government entities, including public universities, to provide equal access to their services, programs, and activities, which now includes a specific standard for digital content as the result of a 2024 rule issued by the U.S. Department of Justice. This means that websites, electronic documents, and mobile apps offered by public institutions must be accessible to individuals with disabilities. Specifically, Title II requires that digital platforms be designed and maintained in ways that allow individuals with visual, auditory, motor, or cognitive disabilities to fully engage with online content and services. To achieve this, organizations must comply with the Web Content Accessibility Guidelines (WCAG) standards at Level 2.1 AA by April 24, 2026. Exceptions to the standard (primarily archived material) can be found at the ADA website linked below.

How does this impact our universities?

In higher education, the Title II digital accessibility rule impacts universities and colleges that are considered public entities. These institutions must ensure that their websites, online learning platforms, admissions portals, and other digital tools are accessible to all users, including those with disabilities. Failure to comply with Title II can lead to legal challenges, financial costs or penalties, reputational damage, and the potential loss of federal funding. As South Alabama increasingly relies on digital platforms for instruction, communication, and administration, compliance with digital accessibility standards becomes crucial not only for legal reasons but also to create an inclusive and equitable environment. Ensuring that all individuals can access and benefit from educational resources is a vital aspect of providing equal opportunities in higher education.

What is expected of our USA faculty and staff to meet this standard?

The rule requires that digital tools and electronic resources used in programs, services, and activities must be accessible so individuals with disabilities have seamless access **without needing to request a reasonable accommodation**. For South Alabama, this means all digital content, including that which is created and available to students in Canvas and publisher websites, must be accessible. All new digital content should be built with accessibility in mind and older content should be checked and remediated if it will continue to be used in courses and programs after April 24, 2026. **This applies to all courses, regardless of modality.**

Images & Graphics	"Alt text" descriptions	Multimedia (audio, video)	Accurate captions and/or transcripts
Documents (PDF, Word etc.)	Properly tagged for screen readers	Keyboard Navigation	Course elements (incl. quizzes, assignments) are fully navigable by keyboard

Tools

The ILC's [Accessibility Page](#) has further information on all these topics. The [Accessibility Checker](#) built into Canvas is a great way to get started. South has also subscribed to the CIDILabs DesignPLUS tools to support the building of attractive, accessible Canvas pages ([contact us](#)). The [Canvas training courses](#), Launch, Navigate, Charting (now) and Scanning (soon) will equip faculty with tools for accessible course design.

Sources:

- University of South Alabama [accessibility resources](#) (contact [Web Services](#))
- ILC [Canvas Training](#)
- Texas A&M [Digital Accessibility Resources](#)
- U.S. Department of Justice. Fact sheet on new rule for accessibility of web content and mobile apps by state and local governments, released April 8, 2024. Retrieved from <https://www.ada.gov/resources/2024-03-08-web-rule/>
- [University of Wisconsin System website](#)

Teaching Effectiveness Policy Implementation Plan

Summer 2025	Policy approved.
	Colleges begin developing specific guidelines and plans to implement the policy, engaging faculty in the discussion and ensuring communication with faculty. Colleges are encouraged to leverage existing resources and consider workload expectations throughout the planning process.
	ILC begins planning for peer review training.
Fall 2025 - Spring 2026	Colleges continue collaborative development of guidelines and plans for implementation.
	ILC develops plans for training faculty in demonstrating teaching effectiveness through portfolio development. ILC initiates peer review training.
Summer 2026	Policy <i>may</i> be used by those up for tenure and/or promotion, if the faculty member chooses to do so.
	Colleges submit specific guidelines and plans to implement the policy and share discipline-specific templates for effective teaching portfolios by June 15, 2026.
	ILC initiates training to support faculty in demonstrating teaching effectiveness through portfolio development. ILC continues peer review training.
Fall 2026 - Summer 2028	Policy fully applies to new hires and to those with tenure and/or promotion timelines beginning in Fall 2026. Policy <i>may</i> be used by those up for tenure and/or promotion, if the faculty member chooses to do so.
	College-specific guidelines and implementation plans are broadly distributed and implemented.
	ILC continues peer review training and training to support faculty in demonstrating teaching effectiveness through portfolio development.
Fall 2028 - Summer 2033	Policy applies to all faculty to the extent possible, though the teaching portfolio will be partially complete (e.g., no 2nd year review).
	College-specific guidelines and implementation plans are applied.
	ILC continues peer review training and training to support faculty in demonstrating teaching effectiveness through portfolio development.
Fall 2033 and beyond	Policy fully adopted and implemented for all faculty. College-specific guidelines and practices are utilized. Faculty training continues.

Arts & Sciences Departmental Status
as of August 31, 2025

9/10/2025

#6

Dept.	Org. Budget Operating Fund As of 10/31/24	FY '2023-24		FY '2024-25		Total Revenue	Present 110000 Operating Balance*	Present Operating Supplemental Balance*	Present Balance Combined Operating Accts*
		Operating Supplemental Carryover	Transfer	Dean's Office Supplemental					
Air Force	5,055.00	429.58	-		5,484.58	1,182.52	429.58	1,612.10	
BLY	36,239.00	7,328.05	13,000.00		56,567.05	9,421.60	8,804.84	18,226.44	
CH	3,609.00	23,262.35	15,000.00		41,871.35	(21,450.11)	8,066.98	(13,383.13)	
CA	57,022.00	1,821.24	10,000.00		68,843.24	(22,061.37)	18,204.77	(3,856.60)	
DR	(517.00)	3,327.96	2,000.00		4,810.96	(4,563.90)	5,750.64	1,186.74	
DR Theatre	20,691.00	-	-		20,691.00	4,658.66	-	4,658.66	
ES	12,045.00	(626.11)	14,000.00		25,418.89	679.63	(497.29)	182.34	
EH	8,990.00	37,172.26	31,000.00		77,162.26	262.93	35,943.56	36,206.49	
MCLL	24,526.00	3,042.90	11,000.00		38,568.90	(3,948.33)	10,963.16	7,014.83	
HY	8,325.00	1,039.83	12,000.00		21,364.83	375.50	(175.06)	200.44	
Afr Am St	5,000.00	1,533.27	2,000.00		8,533.27	477.98	3,477.88	3,955.86	
Intl Studies	380.00	1,878.13	2,000.00		4,258.13	380.00	1,552.15	1,932.15	
MAS	293,471.00	-	14,000.00		307,471.00	67,129.22	-	67,129.22	
MA	4,365.00	156,562.01	31,000.00		191,927.01	(46,442.19)	52,345.37	5,903.18	
MD	141,512.00	-	2,000.00		143,512.00	108,121.25	-	108,121.25	
Mil Sc	3,657.00	-	5,000.00		8,657.00	299.83	2,468.75	2,768.58	
MU	234,129.00	2,821.00	15,000.00		251,950.00	(23,996.54)	1,363.66	(22,632.88)	
Marching Band	1,350,543.00	-	-		1,350,543.00	129,081.26	-	129,081.26	
PHL	854.00	16,457.58	5,000.00		22,311.58	(11,538.40)	17,907.34	6,368.94	
PH	10,695.00	31,966.00	10,000.00		52,661.00	2,138.73	27,084.49	29,223.22	
PSC/CJ	32,437.00	5,002.66	10,000.00		47,439.66	(25,680.88)	(148.28)	(25,829.16)	
PSY	(29,506.00)	(1,035.55)	15,000.00		(15,541.55)	(10,062.51)	(1,010.56)	(11,073.07)	
PSY Lab	12,465.00	-	-		12,465.00	3,578.21	-	3,578.21	
PSY Clinic	1,757.00	-	-		1,757.00	(2.59)	-	(2.59)	
SY/AN	21,701.00	(5,644.82)	12,000.00		28,056.18	(14,400.88)	1,540.86	(12,860.02)	
Archaeology Stu	(480.00)	-	-		(480.00)	508.32	-	508.32	
Social WK	22,500.00	-	-		22,500.00	4,372.79	-	4,372.79	
Art & Art History	(44,857.00)	6,576.52	13,000.00		(25,280.48)	4,760.33	4,927.25	9,687.58	
Balance	2,236,608.00	292,914.86	244,000.00		2,773,522.86	153,281.06	199,000.09	352,281.15	

91.67% of Fiscal year Elapsed

*Including encumbrances

Supplemental Funds	Grand Total
Overhead Funds	213,331.31
Professorship Fund Balances	464,033.81
Start-Up Funds	480,371.93
Student Fee Funds	1,234,160.59
Computer Lab Fees	669,121.86
	154,901.33
	\$ 3,215,920.83

College of Arts & Sciences

Departments	Operating	Supplemental	Overhead	Professorship	Student Fees	Computer Fees	Total
Air Force	1,182.52	429.58	-	-	-	-	1,612.10
Biology	9,421.60	8,804.84	17,578.87	-	3,194.89	-	39,000.20
Chemistry	(21,450.11)	8,066.98	7,918.17	44,539.76	38,937.25	326.00	78,338.05
Communications	(22,061.37)	18,204.77	-	-	182,035.30	7,454.81	185,633.51
Theatre & Dance	(4,563.90)	5,750.64	5,162.73	-	-	-	6,349.47
Theatre	4,658.66	-	38.48	-	7,352.37	-	12,049.51
Earth Science	679.63	(497.29)	38,276.17	28,996.73	45,685.78	1,264.00	114,405.02
English	262.93	35,943.56	26.50	21,515.72	-	-	57,748.71
Modern and Classical Lang. & Lit.	(3,948.33)	10,963.16	60.00	61,418.05	68,258.46	-	136,751.34
History	375.50	(175.06)	2,902.66	2,589.40	-	-	5,692.50
African American Studies	477.98	3,477.88	-	-	-	-	3,955.86
International Studies	380.00	1,552.15	-	-	-	-	1,932.15
Marine Sciences	67,129.22	-	88,517.65	3,712.03	-	-	159,358.90
Mathematics/Statistics	(46,442.19)	52,345.37	60,041.14	133,865.45	-	86,862.36	286,672.13
Math Development Studies	108,121.25	-	-	-	-	-	108,121.25
Military Science	299.83	2,468.75	-	-	1,085.64	-	3,854.22
Music	(23,996.54)	1,363.66	-	-	10,752.08	17,330.69	5,449.89
Marching Band	129,081.26	-	-	-	-	-	129,081.26
Philosophy	(11,538.40)	17,907.34	9,860.44	-	-	-	16,229.38
Physics	2,138.73	27,084.49	16,492.34	59,136.47	88,738.35	33,668.47	227,258.85
Political Science/Criminal Justice	(25,680.88)	(148.28)	-	55,328.48	2,373.38	-	31,872.70
Psychology	(10,062.51)	(1,010.56)	1,291.02	-	24,018.03	6,743.00	20,978.98
Psychology Lab	3,578.21	-	-	-	-	-	3,578.21
Psychology Clinic	(2.59)	-	-	-	-	-	(2.59)
Sociology/Anthropology/SW	(14,400.88)	1,540.86	27,231.51	69,269.84	(1,167.78)	1,252.00	83,725.55
Archeology Studies (Lab)	508.32	-	188,135.49	-	-	-	188,643.81
Social Work	4,372.79	-	-	-	-	-	4,372.79
Art & Art History	4,760.33	4,927.25	500.64	-	197,858.11	-	208,046.33
Total	153,281.06	\$199,000.09	\$464,033.81	\$480,371.93	\$669,121.86	\$154,901.33	\$2,120,710.08

Attachment 1 Table I

The University of South Alabama
 Final Headcount Enrollment Statistics Comparison
 Spring 2025

	Spring 2024		Total	Spring 2025		Total	Percent Change		
	LD	UD		LD	UD		LD	UD	Total
<i>Undergraduate</i>									
Allied Health Professions	444	555	999	547	572	1,119	23.20	3.06	12.01
Arts & Sciences	1,270	1,185	2,455	1,260	1,203	2,463	-0.79	1.52	0.33
Business	354	525	879	401	494	895	13.28	-5.90	1.82
Computing	235	291	526	186	340	526	-20.85	16.84	0.00
Education	490	784	1,274	482	744	1,226	-1.63	-5.10	-3.77
Engineering	326	473	799	416	492	908	27.61	4.02	13.64
Nursing	577	796	1,373	561	919	1,480	-2.77	15.45	7.79
Total Undergraduate	3,696	4,609	8,305	3,853	4,764	8,617	4.25	3.36	3.76
<i>Graduate</i>									
Allied Health Professions			403			416			3.23
Arts & Sciences			270			282			4.44
Business			126			131			3.97
Computing			106			100			-5.66
Education			422			419			-0.71
Engineering			102			137			34.31
Graduate School			50			43			-14.00
Medicine*			349			342			-2.01
Nursing			2,550			2,514			-1.41
Total Graduate			4,378			4,384			0.14
University Total			12,683			13,001			2.51

*Medicine total excludes medical residents and medical fellows in training (2024=317; 2025=323).

SOURCE: ZSGR4501

Attachment 1 Table II

**The University of South Alabama
Final Credit Hour Enrollment Statistics Comparison
Spring 2025**

	Spring 2024		Spring 2025		Percent Change	
	LD	UD	LD	UD	LD	UD
<i>Undergraduate</i>						
Allied Health Professions	4,245	3,867	4,388	4,110	3.37	6.28
Arts & Sciences	50,438	11,513	52,958	12,179	5.00	5.78
Business	3,616	6,807	3,767	6,826	4.18	0.28
Computing	2,932	2,285	2,442	2,666	-16.71	16.67
Education	2,925	7,372	2,662	7,404	-8.99	0.43
Engineering	1,640	3,231	1,731	3,505	5.55	8.48
Honors College	69	41	86	54	24.64	31.71
Nursing	0	9,431	0	10,256	0.00	8.75
Total Undergraduate	65,865	44,547	68,034	47,000	3.29	5.51
<i>Graduate</i>						
Allied Health Professions	6,320					-0.33
Arts & Sciences	2,215					0.54
Business	787					0.25
Computing	628					-2.87
Education	2,663					-1.99
Engineering	609					29.56
Graduate School	147					-4.08
Medicine	426					-20.19
Nursing	15,974					-0.19
Total Graduate	29,769					-0.07
University Total*	140,181					3.28

*Excludes Clinical Credit Hour Equivalents in Allied Health (2024=220 LD, 606 UD, 1,725 GR; 2025=166 LD, 604 UD, 1,465 GR), Arts & Sciences (2024=24 GR; 2025=72 GR), Graduate School (2024=55 GR; 2025=40 GR), and Nursing (2024=2,337 UD, 4,958 GR; 2025=2,559 UD, 4,701 GR).

SOURCE: ZSGR4503

Attachment 1 Table III

**The University of South Alabama
Final Enrollment & Credit Hour Production Summary
Spring 2025**

	Spring 2024	Spring 2025	Absolute Change	Percent Change
<i>Enrollment</i>				
Allied Health Professions	1,402	1,535	133	9.49
Arts & Sciences	2,725	2,745	20	0.73
Business	1,005	1,026	21	2.09
Computing	632	626	-6	-0.95
Education	1,696	1,645	-51	-3.01
Engineering	901	1,045	144	15.98
Graduate School	50	43	-7	-14.00
Medicine*	349	342	-7	-2.01
Nursing	3,923	3,994	71	1.81
University Total*	12,683	13,001	318	2.51
<i>Credit Hour Production</i>				
Allied Health Professions	14,432	14,797	365	2.53
Arts & Sciences	64,166	67,364	3,198	4.98
Business	11,210	11,382	172	1.53
Computing	5,845	5,718	-127	-2.17
Education	12,960	12,676	-284	-2.19
Engineering	5,480	6,025	545	9.95
Graduate School	147	141	-6	-4.08
Honors College	110	140	30	27.27
Medicine*	426	340	-86	-20.19
Nursing	25,405	26,199	794	3.13
University Total**	140,181	144,782	4,601	3.28

*Medicine total excludes medical residents and medical fellows in training (2024=317; 2025=323).

**Excludes Clinical Credit Hour Equivalents in Allied Health (2024=2,551; 2025=2,235), Arts & Sciences (2024=24; 2025=72), Graduate School (2024=55; 2025=40), and Nursing (2024=7,295; 2025=7,260).

IR/January 30, 2025

SPONSORED PROJECTS - 10/1/2024 TO 8/31/2025

College/Dept	Proposals		Awards		FY25 YTD	Award \$ Received		Change vs. FY24 YTD (\$)
	FY25 YTD	FY24 YTD	FY25 YTD	FY24 YTD		FY25 YTD	FY24 YTD	
Academic Affairs								
Academic Affairs	2	0	2	0	\$10,000.00	\$0.00	\$10,000.00	
Totals	2	0	2	0	\$10,000.00	\$0.00	\$10,000.00	
Academic Success and Retention								
Academic Success and Retention	0	0	0	1	\$0.00	\$450,818.00	-\$450,818.00	
Totals	0	0	0	1	\$0.00	\$450,818.00	-\$450,818.00	
College of Allied Health								
Biomedical Sciences	0	1	0	0	\$0.00	\$0.00	\$0.00	
College of Allied Health Professions	0	1	0	0	\$0.00	\$0.00	\$0.00	
Occupational Therapy	1	0	0	0	\$0.00	\$0.00	\$0.00	
Physical Therapy	0	1	0	0	\$0.00	\$0.00	\$0.00	
Radiological Sciences	0	0	0	1	\$0.00	\$10,000.00	-\$10,000.00	
Speech Pathology and Audiology	4	4	0	0	\$0.00	\$0.00	\$0.00	
Totals	5	7	0	1	\$0.00	\$10,000.00	-\$10,000.00	
College of Arts and Sciences								
Biology	10	9	7	7	\$896,993.00	\$178,387.00	\$718,606.00	
Center for Archeological Studi	12	8	10	7	\$1,121,270.00	\$709,838.66	\$411,431.34	
Chemistry	4	2	0	1	\$0.00	\$66,136.05	-\$66,136.05	
College of Arts and Sciences - Dean's Office	1	0	0	0	\$0.00	\$0.00	\$0.00	
Earth Sciences	4	4	3	8	\$39,322.56	\$3,419,826.51	-\$3,380,503.95	
English	2	3	0	1	\$0.00	\$5,900.00	-\$5,900.00	
History	1	3	1	1	\$12,809.50	\$10,000.00	\$2,809.50	
Marine Sciences	45	45	25	25	\$4,671,597.56	\$9,114,702.68	-\$4,443,105.12	
Math and Statistics	11	9	1	3	\$30,000.00	\$84,134.00	-\$54,134.00	
Modern & Classical Languages and Literature	2	1	1	0	\$2,500.00	\$0.00	\$2,500.00	
Philosophy	0	1	0	0	\$0.00	\$0.00	\$0.00	
Physics	1	3	1	3	\$20,001.00	\$728,991.00	-\$708,990.00	
Psychology	11	12	13	2	\$1,137,069.57	\$545,184.00	\$591,885.57	
Soc / Anthro / Social Wrk	0	2	0	3	\$0.00	\$116,499.00	-\$116,499.00	
Visual Arts	0	1	0	1	\$0.00	\$2,200.00	-\$2,200.00	
Totals	104	103	62	62	\$7,931,563.19	\$14,981,798.90	-\$7,050,235.71	
College of Education and Professional Studies								
Coll of Educ./Profess. Studies - Dean's Office	3	1	0	2	\$0.00	\$1,180,583.70	-\$1,180,583.70	
Counseling & Instructional Sciences	6	7	0	7	\$0.00	\$3,568,988.00	-\$3,568,988.00	
Ed Office of Contracts	1	5	1	0	\$34,056.00	\$0.00	\$34,056.00	
Health, Kinesiology and Sport	6	7	2	4	\$132,000.00	\$102,500.00	\$29,500.00	
Integrative Studies	1	1	1	0	\$65,000.00	\$0.00	\$65,000.00	
Leadership & Teacher Ed	9	3	5	9	\$1,259,409.18	\$1,350,660.08	-\$91,250.90	
Totals	26	24	9	22	\$1,490,465.18	\$6,202,731.78	-\$4,712,266.60	
College of Engineering								
Chemical Eng	3	0	1	2	-\$13,660.00	\$192,356.91	-\$206,016.91	
Civil Eng	34	31	12	14	\$2,079,554.62	\$4,446,051.00	-\$2,366,496.38	
College of Engineering - Dean's Office	18	7	0	3	\$0.00	\$4,500.00	-\$4,500.00	
Electrical Eng	19	25	6	15	\$673,323.00	\$5,063,744.59	-\$4,390,421.59	
Mechanical Eng	9	11	2	6	\$402,788.00	\$47,378.00	\$355,410.00	
Totals	83	74	21	40	\$3,142,005.62	\$9,754,030.50	-\$6,612,024.88	
College of Medicine								
Biochem/Molecular Biology	20	21	10	7	\$3,253,507.00	\$1,496,982.00	\$1,756,525.00	
Center for Disaster Healthcare Preparedness	1	2	2	4	\$924,335.00	\$3,200,376.14	-\$2,276,041.14	
Center for Healthy Communities	6	11	7	10	\$1,738,912.00	\$1,447,003.00	\$291,909.00	
Center for Lung Biology	31	49	22	26	\$4,721,169.90	\$6,609,896.00	-\$1,888,726.10	
College of Medicine - Dean's Office	0	1	0	2	\$0.00	\$750,000.00	-\$750,000.00	
Family Medicine	5	2	4	4	\$4,679,964.00	\$4,669,964.00	\$10,000.00	
Internal Medicine	0	1	2	5	\$77,267.00	\$95,500.00	-\$18,233.00	
Microbiology/Immunology	24	14	6	11	\$2,173,655.00	\$1,544,524.87	\$629,130.13	
Neurology	3	1	2	1	\$39,425.00	\$20,000.00	\$19,425.00	
OBGYN	0	0	2	4	\$73,456.00	\$140,908.00	-\$67,452.00	
Orthopaedics	1	3	0	1	\$0.00	\$1,350.00	-\$1,350.00	
Pathology	35	30	5	9	\$1,288,500.00	\$806,564.00	\$481,936.00	
Pediatrics	8	6	8	9	\$442,233.00	\$219,725.00	\$222,508.00	
Pharmacology	22	11	8	7	\$588,025.00	\$542,376.00	\$45,649.00	
Physiology/Cell Biology	3	7	3	2	\$736,505.00	\$418,048.70	\$318,456.30	
Surgery	0	1	0	2	\$0.00	\$9,625.00	-\$9,625.00	
Totals	159	160	81	104	\$20,736,953.90	\$21,972,842.71	-\$1,235,888.81	
College of Nursing								
Adult Health Nursing	2	2	0	2	\$0.00	\$983,988.00	-\$983,988.00	
College of Nursing - Dean's Office	1	2	0	2	\$0.00	\$1,747,103.00	-\$1,747,103.00	
Community Mental Health	4	6	3	3	\$1,219,900.83	\$658,447.00	\$561,453.83	
Maternal/Child Health	1	2	1	2	\$10,000.00	\$20,000.00	-\$10,000.00	
Totals	8	12	4	9	\$1,229,900.83	\$3,409,538.00	-\$2,179,637.17	
Division of Student Affairs								
Counseling and Testing Services	0	1	0	0	\$0.00	\$0.00	\$0.00	

College/Dept	Proposals		Awards		Award \$ Received		
	FY25 YTD	FY24 YTD	FY25 YTD	FY24 YTD	FY25 YTD	FY24 YTD	Change vs. FY24 YTD (\$)
Division of Student Affairs	0	1	0	0	\$0.00	\$0.00	\$0.00
Upward Bound	0	0	0	1	\$0.00	\$309,505.00	-\$309,505.00
Totals	0	2	0	1	\$0.00	\$309,505.00	-\$309,505.00
Global USA							
Center for Cont. Education & Conf. Svs.	1	0	1	0	\$57,663.00	\$0.00	\$57,663.00
Global USA	1	1	0	0	\$0.00	\$0.00	\$0.00
Totals	2	1	1	0	\$57,663.00	\$0.00	\$57,663.00
Graduate School							
Graduate School	0	0	1	0	\$53,000.00	\$0.00	\$53,000.00
Totals	0	0	1	0	\$53,000.00	\$0.00	\$53,000.00
Honors College							
Honors College	0	3	0	2	\$0.00	\$21,500.00	-\$21,500.00
Totals	0	3	0	2	\$0.00	\$21,500.00	-\$21,500.00
Innovation in Learning Center							
Innovation in Learning Center	1	2	1	1	\$174,154.77	\$184,224.00	-\$10,069.23
Totals	1	2	1	1	\$174,154.77	\$184,224.00	-\$10,069.23
Mitchell Cancer Institute							
MCI Clinical Trials	0	1	0	0	\$0.00	\$0.00	\$0.00
MCI Research	0	0	1	1	\$60,014.00	\$60,014.00	\$0.00
Mitchell Cancer Institute	11	6	8	12	\$524,666.00	\$500,688.18	\$23,977.82
USA Health Clinical Trials	21	16	1	24	\$0.00	\$69,600.00	-\$69,600.00
Totals	32	23	10	37	\$584,680.00	\$630,302.18	-\$45,622.18
Mitchell College of Business							
Management	1	1	0	1	\$0.00	\$280,568.00	-\$280,568.00
Marketing	1	1	0	0	\$0.00	\$0.00	\$0.00
Totals	2	2	0	1	\$0.00	\$280,568.00	-\$280,568.00
Office of Diversity and Inclusion							
Office of Diversity and Inclusion	0	1	0	1	\$0.00	\$14,630.00	-\$14,630.00
Totals	0	1	0	1	\$0.00	\$14,630.00	-\$14,630.00
Office of Veteran Affairs							
Veteran Affairs	0	1	1	0	\$219,694.56	\$0.00	\$219,694.56
Totals	0	1	1	0	\$219,694.56	\$0.00	\$219,694.56
Research							
Ctr Commercialization and Indu	1	0	0	0	\$0.00	\$0.00	\$0.00
Research and Economic Dev	1	0	0	0	\$0.00	\$0.00	\$0.00
South Alabama Ionic Liquids (SAIL)	1	1	1	2	-\$277,885.47	\$6,839,879.00	-\$7,117,764.47
Totals	3	1	1	2	-\$277,885.47	\$6,839,879.00	-\$7,117,764.47
School of Computing							
Computer Science	0	1	2	1	\$160,258.00	\$15,000.00	\$145,258.00
School of Computing - Dean's Office	13	11	2	15	\$207,950.00	\$6,060,141.08	-\$5,852,191.08
Totals	13	12	4	16	\$368,208.00	\$6,075,141.08	-\$5,706,933.08
Simulation Lab							
Simulation Lab	1	1	0	0	\$0.00	\$0.00	\$0.00
Totals	1	1	0	0	\$0.00	\$0.00	\$0.00
USA Hospitals							
Childrens Womens Hospital	9	5	6	4	\$891,037.00	\$1,118,277.00	-\$227,240.00
University Hospital	1	3	4	8	\$1,922,413.00	\$5,520,814.37	-\$3,598,401.37
Totals	10	8	10	12	\$2,813,450.00	\$6,639,091.37	-\$3,825,641.37
USA Police							
USA Police	0	1	0	1	\$0.00	\$0.00	\$0.00
Totals	0	1	0	1	\$0.00	\$0.00	\$0.00
University Libraries							
Biomedical Library	0	1	0	0	\$0.00	\$0.00	\$0.00
University Libraries	2	1	1	0	\$5,000.00	\$0.00	\$5,000.00
Totals	2	2	1	0	\$5,000.00	\$0.00	\$5,000.00
Unknown							
Community Engagement	1	0	0	0	\$0.00	\$0.00	\$0.00
Providence Hospital	2	0	1	0	\$60,000.00	\$0.00	\$60,000.00
Soc / Anthro	3	0	1	0	\$2,275.00	\$0.00	\$2,275.00
Social Work	1	0	0	0	\$0.00	\$0.00	\$0.00
Totals	7	0	2	0	\$62,275.00	\$0.00	\$62,275.00
VP Fin and Adm							
Student Financial Success and Support	0	1	0	0	\$0.00	\$0.00	\$0.00
VP Fin and Adm	0	1	0	1	\$0.00	\$154,705.00	-\$154,705.00
Totals	0	2	0	1	\$0.00	\$154,705.00	-\$154,705.00
Grand Total	460	442	211	314	\$38,601,128.58	\$77,931,305.52	-\$39,330,176.94

- 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

16) Football Tailgating 2025 (Dr. Loomis)

September 20 PSY and CJ/PSC

October 14th, SSoMES

November 1: Biology

Nov. 22:

17) Mandatory Midterm Grades Reminder (Dr. Loomis)

Midterm Grading for Fall 2025 will become available Monday, Sept. 29th. The deadline for submission of midterm grades online via PAWS is **Monday, October 6th at 10:00 a.m.**

Certain Graduate courses previously identified as having no substantial graded feedback at midterm may enter a grade of MS (Midterm Satisfactory).

For undergraduate courses having no substantial graded feedback, please send an email notification to records@southalabama.edu. Include the course prefix, course number, and CRN.

18) Sabbatical Deadline Oct. 1, 2025 (Dr. Loomis)

Oct. 1 is the deadline for all materials including your recommendation to be in the Google Drive folder I sent to you. Your letter of recommendation must include details of course coverage during the faculty member's proposed leave. If there are expected additional costs associated with hiring a part-time instructor, include them in your letter.

If you have multiple candidates from your department, you must rank them in your letter.

19) USA Day September 20, 2025 (Dr. Loomis)

College Information Fair from 9:45 – 11:15. No departmental tables this fall.

20) 2025-2026 Tenure, Promotion, and Mid-Probationary Deadlines (Dr. Loomis)

Oct. 21 Submission Deadline for the candidate's portfolio. Candidate must upload all correctly formatted portfolio items indicated in section IV above to the Google Drive folder by this date in the correct format. *Candidate access to the Google Drive folder is restricted after this date.*

Nov. 3 External reviews are due and placed by the Department Chair in the "Reviews.pdf" document in the candidate's Google Drive folder.

- Dec. 5 Deadline for the completed Department Tenure Committee/Promotion Committee reviews. Deadline for Committee Chairs to add their recommendation narrative, and the completed and signed Tenure and Promotion Committee Forms, to the front of the “Reviews.pdf” document in each candidate’s Google Drive folder.
- Jan. 5, 2026 Deadline for the Department Chair to meet with the candidate and inform the candidate of the recommendation for promotion, tenure, or both. The Chair shares with the candidate his or her written recommendation for or against tenure/promotion and gives the candidate a copy this report, as well as of the “Departmental Review Notification” form.
- * Candidates for tenure and/or promotion have one week from the time of the meeting with the Chair to include any additional materials supporting his/her candidacy by sending them as a PDF to the Dean.
- Jan. 12, 2026 Deadline to submit all review materials, including Department Chair’s recommendation(s) and completed and signed Promotion and Tenure Recommendation and “Departmental Review Notification” form to the Dean’s Office.

21) Program Adjustments and General Education Adjustments (Dr. Loomis)

Program Adjustments are adjustments you as chair may make for students in your programs (majors, minors, certificates) on a case-by-case basis. Course replacements should be comparable to the replaced course and preserve the academic integrity and learning outcomes of the degree.

General Education Adjustments are adjustments made to the university’s (and indirectly, ACHE’s) general education curriculum. These are made by our college professional advisors (Kelly Taylor, Shylonda Stewart, Sangela King) and sometimes require review and approval at the institutional level. *These adjustments are all audited by Academic Affairs.*

You cannot authorize general education exceptions directly, even if the affected courses are taught in your department. Please work through our college professional advisors to request these changes for a student.

22) Faculty Photos (Dr. Loomis, Ms. Sarah Waddell)

23) Departmental Websites (Dr. Loomis, Sarah Waddell)