



UNIVERSITY OF SOUTH ALABAMA

MEMORANDUM

Academic Affairs

DATE: August 6, 2021

TO: Kelly Osterbind (Chair)
Eric Loomis
Jenny Manders
Jason Kelly
Catherine Preston
Crystal Thomas
Josh Wooden
Thomas Shaw (FS)

FROM: Andrea M. Kent, Ph.D.
Interim Provost and Senior Vice President of Academic Affairs

A handwritten signature in black ink that reads 'A Kent'.

SUBJECT: Registrar Advisory Committee 2021-22

This will serve as your appointment to the Registrar Advisory Committee for the 2021-22 academic year. 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 department 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. Dr. Osterbind will serve as Chair and will notify you of meetings.

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

AMK:rmh