



MEMORANDUM

UNIVERSITY OF SOUTH ALABAMA

May 15, 2015

TO: USA Board of Trustees

FROM: Monica G. Curtis

Please use this form to register your participation in the upcoming round of Board meetings and events (type directly into the fields, click to save, and email the form to monicac@southalabama.edu and fhenson@southalabama.edu).

If we have already communicated, there is no need to duplicate.

:mgc

THURSDAY, JUNE 4:

		TRUSTEE	SPOUSE-GUEST			
		Yes	No	Yes	No	
1:30 p.m.	Consecutive Committee Meetings	Adm. Bldg., Board Rm.	Yes	No		
6:00 p.m.	Trustee Dinner JagTran departs The Battle House at 5:00 p.m. Bus departs Tillman's Corner Wal-Mart at 5:30 p.m. (pending demand, register at the time of RSVP)	Dauphin Island Sea Lab 101 Bienville Blvd., 36528	Yes	No	Yes	No

FRIDAY, JUNE 5:

8:30 a.m.	Breakfast with President Waldrop At 9:30, group boards JagTran for tour.	Student Dining Hall	Yes	No		
	Tour Hosted by Randy Moon, Assistant V.P., Facilities Management After tour, JagTran returns group to Dining Hall parking lot.	USA Water Chiller Plant	Yes	No		
10:00 a.m.	Brunch with Julee & V-Day Cast (Spouses/Guests) Park in front of the Adm. Bldg. JagTran departs at 10:00 a.m. No JagTran service from the hotel. Spouses/Guests who drive on their own to campus should offer rides to others without cars. At the conclusion, group will join luncheon.	Seaman's Bethel Theatre			Yes	No
10:30 a.m.	Board Meeting	Adm. Bldg., Board Rm.	Yes	No		
11:30 a.m.	Luncheon	Adm. Bldg., Pres. Office	Yes	No	Yes	No

MY REQUESTS:

I need the plane to pick me up: Arrival Date _____ Departure Date _____

I need hotel reservation: Check-in Date _____ Check-out Date _____

Other (preferred hotel, guest name): _____

I cannot be present, but will join the meeting(s) by phone: Thursday Friday

I cannot participate in this round of meetings.

Name _____