

From: [MCGRADY, TRACY M.](#)
To: [ProvostNotes](#)
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Good morning!

Let the Grading of the Finals commence! We've made it to Finals Week, Fall 2023 and I wish you a smooth end to the semester. Remember that final grades are due **BY 10:00 AM Monday, December 18**. In the midst of grading, I hope you'll take some time out for fun as well. Here are a couple of events coming up this week:

A Winter's Night – On **Tuesday, December 12 at 7 p.m. the OTC Choirs and Jazz Band will hold their winter concert** at Drury's Spangler Concert Hall. The performance is free.

Holiday Party – Don't miss OTC's annual Holiday Party in the Jared Family Atrium on the Springfield campus on **Friday, December 15 beginning at 10:30 a.m.** The kiddos from the Lewis Family Early Childhood Education Center will be there along with Santa. The food is always fantastic and the company even better.

Career Services Help – As you interact with students who may be on the hunt for a job, remind them of the fantastic services offered by Tammy Casey and Cindy Bennett in [Career Services](#). From resume help to mock interviews to connecting with employers, these two provide top-tier support. A student who recently got help with his resume emailed later to say that the response rate from employers had increased exponentially, which led to several interviews being secured. He wrote: *"Your willingness to go the extra mile has been instrumental in my career advancement...I am optimistic about the future and excited to embark on the next chapter of my career."* Many thanks to Tammy and Cindy who quietly do such important work.

This will be my last *Provost's Notes* until 2024 (ya girl got to submit final grades, too). I hope you look back on this year with pride in the work you've done and look ahead with excitement for 2024. But not yet. First, relax and enjoy a wonderful Winter Break. I hope it's filled with all the things (and people) you love most.

Enjoy your week!

Tracy

Tracy M. McGrady, Ed.D
Provost & Vice Chancellor for Academic Affairs
Ozarks Technical Community College
1001 E. Chestnut Expressway
Springfield, MO 65802
417.447.8152