From:	MCGRADY, TRACY M.
To:	ProvostNotes
Subject:	Provost"s Notes: 9/3/2024
Date:	Tuesday, September 3, 2024 7:25:26 AM
Attachments:	2023-2024 CAI Annual Report.pdf

Good morning - Welcome to Week 3!

Fall is in the air this morning in southwest Missouri, and I could not possibly be happier about it. My Halloween decorations are out and my annual *Gilmore Girls* binge is underway. I hope everyone enjoyed the long Labor Day weekend as much as I did.

As we dive into this week, here are a few important updates:

Closure of Lot C
This past weekend, Lot C on the Springfield campus was closed in preparation for breaking ground on the new building. Additionally, the dual left-turn lanes at Chestnut Expressway and Sherman Avenue have been reduced to a single lane. **Please be mindful that students may take longer to arrive to class** as they adjust to the new commute and parking arrangements.

CAI Annual Report 2023-2024
Our Center for Academic Innovation had another outstanding year of supporting faculty and students. The Annual Report is attached for you to **read about all their great work**.

Opportunities for Faculty Involvement
A couple of weeks ago, I shared the Faculty Support Update, which summarized the work done over the summer to enhance support for faculty. As indicated in that update, there is a desire for Faculty Senate to be more involved in the governance process and have more engagement with policies and decisions that impact faculty work. Last Tuesday, I had the pleasure of meeting with Faculty Senate to discuss some upcoming projects and ask for their help. Since not everyone attends Faculty Senate, I'm using this space to extend the same invitation.

We need faculty assistance with the following projects:

- **Academic Affairs Policy Review**: Several Academic Affairs policies are scheduled for review this academic year, and we would appreciate faculty input.
  Anticipated time commitment: 1.5 hours
- **Academic Calendar Development and Review**: It's time to develop the 2026-2027 Academic Calendar.
  Anticipated time commitment: 1.5 hours for initial review; 1 hour for final review.
- **Faculty Communication Toolbox Development**: We are working on developing college-approved language for use in emails to students in various situations. These templates will be posted online in Faculty Resources for faculty to use as they wish.
  Anticipated time commitment: 1.5 hours

If you're an Ozarks Tech faculty member (full-time or adjunct) and would like to participate,

please send me an email (mcgradyt@otc.edu) by **Friday, September 6**. Indicate which project(s) you'd like to help with.

Have a splendid week!

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