

# Samford University



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## OFFICE OF THE PROVOST

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July 16, 2008

Dear Colleagues:

The Faculty Workshop will be held during the "Week of Beginnings," August 18-19, 2008. The university-wide portion of the workshop will be limited to Monday and Tuesday mornings and is tentatively scheduled in the Wright Center. The Monday session will begin at 9:00 a.m. and will include a state of the university address to faculty and staff by President Andrew Westmoreland. The Tuesday session will begin at 8:15 a.m. Wednesday, Thursday, and Friday are available for school/department meetings and personal preparation for the new academic year.

There will once again be a special evening banquet on Monday, August 18, 6:00 p.m., for full-time faculty and spouses/significant others. The banquet will be held in the Samford Cafeteria.

The focus of our faculty workshop on Monday will be to consider and recommit to the future of Samford, and the President will lead us in the process. Tuesday will provide the opportunity to learn more of what's going on in the eight schools with each of the deans giving a brief presentation to highlight programs and developments of interest to the campus. Faculty involvement is crucial to this process, so I hope that you will make a concerted effort to attend these workshop sessions.

We will conclude our scheduled sessions by lunch on Monday and Tuesday, so you will have the afternoons free to attend other meetings or work in your office as you finalize plans for the upcoming semester. New faculty members, however, will be asked to reserve Monday and Tuesday afternoons for orientation. Lunch on Monday will be provided in the Cafeteria to all employees. Dress will be your preference, either business casual or traditional business attire as your comfort or duties during other parts of the day may dictate. Full-time faculty in all schools and academic administrators are expected to attend all sessions of the Workshop unless they are teaching a scheduled class at the time of the sessions. Part-time faculty and full-time, non-academic administrators with faculty status are welcome to attend as schedules permit.

We will keep you informed as plans are finalized, so please keep check on your e-mail as plans may change. I look forward to seeing you during the "Week of Beginnings" and trust that you are having a challenging and enjoyable summer.

Sincerely yours,

J. Bradley Creed  
Provost and Executive Vice President