

**Northwest Louisiana Technical Community College
Convocation
Wednesday, January 10, 2024**

8:00 – 8:30 AM	Registration and Continental Breakfast Minden Campus All Purpose Room		
8:30 -11:00	<p>Dr. Jayda Spillers, Chancellor Welcome Introduction of New Employees Mission Statement ReCap and Update Workforce Strategic Plan – COMMIT & 2030 Goals The Three R's</p> <p>Amber Saunders Policy Review</p> <p>Callie Dyson Library Services and Surveys</p> <p>Brad Kendall Safety Audit, Maintenance Plan, Infrastructure Plan</p> <p>Joni Nelson Adult Ed and Credit Student Participation</p> <p>Deans Showcase of Exemplary Instructional Methods</p>		
11:00 to 12:15	Lunch On your own		
	Rotation A: SLO/Assessments Room 137 Jayda Spillers Stephen Long	Rotation B: Canvas/Syllabi/CPL Room 140 Renee Sears Alena Harris	Rotation C: Finance/Financial Aid/Travel Room 138 Melanie Sotak Mary Helen Simms Chloe Garrison
12:30 - 1:20	Div of Industrial Technology & HEVO	Div of Manufacturing Technology & Power Line Worker	Div of Nursing, Allied Heath, and Technical Studies
1:30 – 2:20	Div of Nursing, Allied Heath, and Technical Studies	Div of Industrial Technology & HEVO	Div of Manufacturing Technology & Power Line Worker

2:30 – 3:20	Div of Manufacturing Technology & Power Line Worker	Div of Nursing, Allied Heath, and Technical Studies	Div of Industrial Technology & HEVO
3:20 – 3:30	Break – Move to Divisional Meetings		
3:30 – 4:50	Trence McCoy Room 140 Div. Of Industrial Technology	Sheri McLemore Room 138 Nursing and Allied Health	Heath Holley Room 137 Div. Of Manufacturing Technology
	Joni Nelson Room 134 Work Ready U	Jennie Cruse Room 136 HEVO	Renee Sears Room 130 (Library) Technical Studies

Day Two
Thursday, January 11, 2024

All employees will report to their home campus at the regular time.

Except as noted below, instructors should work in their classrooms and labs or on Canvas, etc, ensuring that all is ready for students on Tuesday, January 16.

9:00 – 11:00

MINDEN CAMPUS: All employees (Minden faculty, staff, administration and all regional employees) will report to the All-Purpose room for safety training.

2:00 – 4:00

SHREVEPORT CAMPUS: All employees (Shreveport faculty, staff, administration and all regional employees) will report to the Building E Auditorium for safety training.

All employees are dismissed at their regular time.

****Mansfield's safety training will be scheduled for a later date.**