



**CONVOCATION SCHEDULE  
SPRING 2021**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 am		<b>Instructional Day</b> All full-time faculty, instructional support staff, and administrators are required to participate. A calendar invite will be sent from the Office of the Vice President of Instruction.  <b>Zoom Meeting</b> 8:00 – 10:00 am		Faculty Prep Day	Faculty Prep Day	<b>Adjunct Faculty Orientation</b> All Adjunct Faculty (both dual and non-dual), Deans, Department Chairs, Program Directors, and Program Coordinators with classes taught by adjunct faculty are required to participate. Two separate calendar invites will be sent to each adjunct faculty: one from the Office of the Vice President of Instruction and one from Department Chairs or Program Director/Coordinator.  <b>Zoom Meeting</b> 8:00 am – 12:00 pm
9:00 am	<b>Convocation</b> All TSC employees who are not enrolling students are required to participate. A calendar invite will be sent from the Office of the President.					
10:00 am	<b>Zoom Meeting</b> 9:00 – 10:30 am	<b>Divisional Meetings</b> All full-time faculty and instructional staff are required to participate in this meeting led by their Divisional Dean. A calendar invite will be sent from the Office of the Divisional Dean.  <b>Zoom Meeting</b> 10:00 am – 12:00 pm				
10:30 am						
11:00 am						
12:00 pm						
1:00 pm		<b>Calibration Session</b> All full-time faculty are required to participate in this calibration session.  <b>Zoom Meeting</b> 1:00 – 5:00 pm	<b>Department Meetings</b> All full-time faculty are required to participate in this meeting led by their Department Chair. A calendar invite will be sent by the Department Chair.  <b>Zoom Meeting</b> 1:00 - 3:00 pm			
1:30 pm	<b>Faculty Senate Meeting</b> A calendar invite will be sent from the Faculty Senate.					
2:00 pm	<b>Zoom Meeting</b> 1:30 – 3:00 pm					
3:00 pm	<b>Instructional Leaders Meeting</b> All Department Chairs, Program Coordinators, Program Directors, and Deans are required to participate. A calendar invite will be sent from the Office of the Vice President of Instruction.		<b>Program Committee Meetings</b> All full-time faculty are required to participate in this meeting led by their Program Director or Program Coordinator. A calendar invite will be sent by the Program Director/Coordinator.  <b>Zoom Meeting</b> 3:00 – 5:00 pm			
4:00 pm	<b>Zoom Meeting</b> 3:00 – 5:00 pm					