



### October 14, 2024

#### Submit Your College Voice News

All College Voice submissions are due by 12 p.m. the business day prior to each edition (Friday by 12 p.m. for Monday edition, Wednesday by 12 p.m. for Thursday edition). Special exceptions will apply. Please ensure all applicable links and attachments are included in your submission, and all information, links and attachments in your submission are correct and accurate.

Thank you,  
Office of College Relations

[College Voice Submission](#)

[View Previous College Voice Editions](#)

#### Quick Links

[President's Desk, October 2024](#)  
[LCCO Employment Overview](#)  
[Events](#)  
["This Week" Student Newsletter](#)  
[Report Safety and Security Concerns](#)  
[Sexual Harassment and Sexual Violence](#)  
[Academic Online Resources](#)

#### Marketing Project Requests

LCCO's College Relations staff can turn your creative ideas into reality. Whether it's an event, a new program, a website update, a social media campaign or beyond, our staff will work with you to get the best results.

[Submit Your Marketing Project Request](#)

#### Minutes

[Board of Trustees](#)  
[President's Cabinet](#)  
[Leadership Team](#)  
[Academic Council](#)

#### Registration Status Reports

To view registration status reports, go to the Institutional Research link on [ES&U's](#) [Data Dashboard](#).

#### Working @ LCCC

##### Duplicating Center and Mail Room Service Window Hours

8 a.m. – 5 p.m., Monday through Friday

##### Lobby Hours

7:30 a.m. – 7 p.m., Monday through Friday  
9 a.m. – 5 p.m., Saturday  
9 a.m. – 5 p.m., Sunday

##### Courier services Monday through Friday

at all sites

##### Bookstore Hours

Monday-Thursday 9 a.m.-6 p.m., Friday 9 a.m.-1 p.m., Saturday and Sunday CLOSED

##### Library Hours

7:30 a.m. – 8:00 p.m., Monday through Friday  
10 a.m. – 6 p.m., Saturday  
10 a.m. – 6 p.m., Sunday

##### Wellness Center Fall Hours

Monday through Thursday 9 a.m. – 5 p.m., Friday 10 a.m. – 3 p.m., Saturday and Sunday, CLOSED

\*All hours subject to change.

#### President's Cabinet Members Open Office Hours

**President Dr. Ann D. Beiser**  
Appointments can be made via Zoom. Email Tracy Bean at [tbean@lccc.edu](mailto:tbean@lccc.edu) to schedule an online meeting.

**VP Dr. Cindy Haney**  
1st and 3rd Mondays from 4 to 5 p.m. and 2nd and 4th Thursdays from 4 to 5 p.m. Email Romie Blue at [rblue@lccc.edu](mailto:rblue@lccc.edu) to schedule a Hangouts meeting.

**VP Larissa Verta**  
Altoona virtual office hours on Mondays from 2 to 4 p.m., Tuesdays from 9:30 to 10:30 a.m., and Thursdays from 12:30 to 2 p.m. or email [lverta@lccc.edu](mailto:lverta@lccc.edu) to arrange a scheduled meeting.

**VP Barbara Heater**  
1st and 3rd Thursdays from 10 to 11 a.m. and 2nd and 4th Fridays from 9 to 10 a.m. Email Maria Bowen at [mbowen@lccc.edu](mailto:mbowen@lccc.edu) to schedule an online meeting.

**Interim Dean Dr. Jodi Rowlands**  
Wednesdays, 8 to 9 a.m. or 4 to 5 p.m. Email [jrowlands@lccc.edu](mailto:jrowlands@lccc.edu) to schedule a meeting.

**Interim Dean Eric Reichardt**  
Wednesdays from 3 to 5 p.m. Email [erreichardt@lccc.edu](mailto:erreichardt@lccc.edu) to schedule an online meeting.

**Dean Dr. Kelly Trahan**  
Mondays from 2 to 5 p.m. Email [ktrahan@lccc.edu](mailto:ktrahan@lccc.edu) to schedule an online meeting.

**CIO Joshua Mitchell**  
Tuesdays from 11 a.m. to noon. Email [jmitchell@lccc.edu](mailto:jmitchell@lccc.edu) to schedule an online meeting.

**Dean Scott Aquila**  
Email [saquila@lccc.edu](mailto:saquila@lccc.edu) to schedule an online or face-to-face meeting.

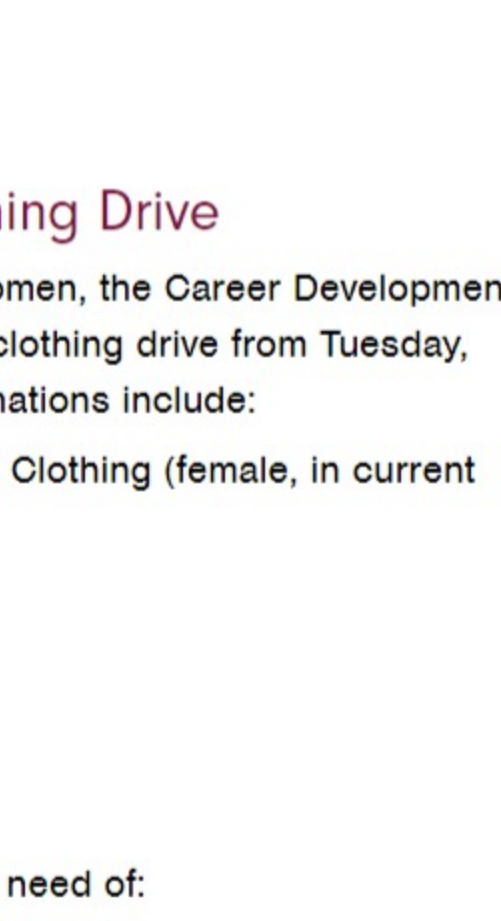
## ANNOUNCEMENTS

### Morgan Center Food Drive

The Morgan Center Student Government Subcommittee is collecting non-perishable food items to support the Tamaqua Hunger Campaign. Donations are being accepted through Friday, Oct. 25, at the Morgan Center front desk. Help us contribute to the goal of 125 food boxes in support of all location food pantries. Please bring or send donations via courier in the next few weeks. Thank you for your support of our students' community engagement effort!

### Fall Transfer Fair

Transfer Services is excited to announce that we will be hosting a Transfer Fair for students, alumni and the public on Tuesday, Oct. 22, from 10 a.m. – 2 p.m. in the Community Services Center! This event will feature representatives from a variety of colleges and universities who will be available to answer students' questions about transferring from LCCO to a four-year institution. They don't want to miss this fantastic opportunity to take the next step toward an exciting future!



### Career Development Center Clothing Drive

In partnership with the YWCA Perfect Fit for Women, the Career Development Center is hosting a personal care professional clothing drive from Tuesday, Oct. 15, until Thursday, Oct. 31. Acceptable donations include:

- Clean (no rips, tears, or holes) Professional Clothing (female, in current styles)
- Handbags
- Jewelry
- Shoes
- Scrubs

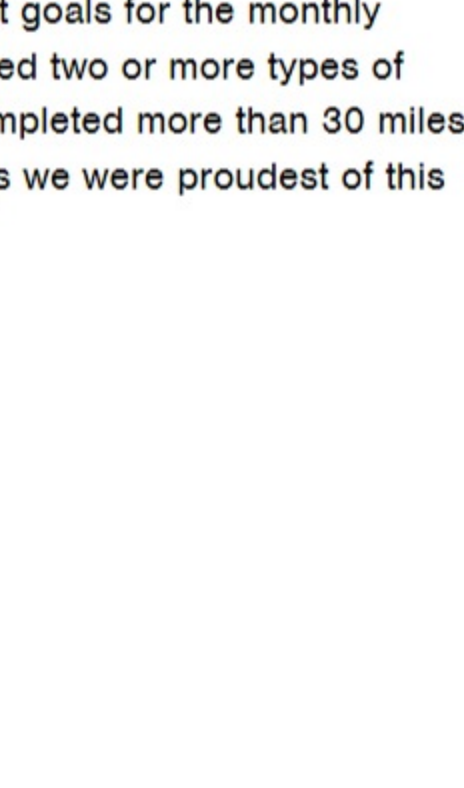
### The YWCA Allentown's Perfect Fit program is in need of:

- Black Pants
- Clothing in Sizes 16-24
- Sneakers and Flat Shoes
- Accessories
- Shrubs and Nursing Shoes
- Shampoo and Conditioner
- Soap and Body Wash
- Pads and Tampons
- Deodorant

Remember that all clients utilizing these organizations for attire will be wearing these items to dress for successful Donations can be dropped off inside the Career Development Center in SSC 004 from Oct. 15 through Oct. 31, from 9 a.m. – 4 p.m. Donations from the Morgan Center and Donley Center are welcomed. Please email Kescha Bell-Ross at [kbellross@lccc.edu](mailto:kbellross@lccc.edu) for details or questions.

### LCCO Chess Club Fall 2024 League

The LCCO Chess Club held their first playoff session for their fall 2024 league. Players competed in five rounds of challenging games, each demonstrating their tactical prowess and vying for their place in the championship bouts. Congratulations to the following staff and students that made it on the leader board:

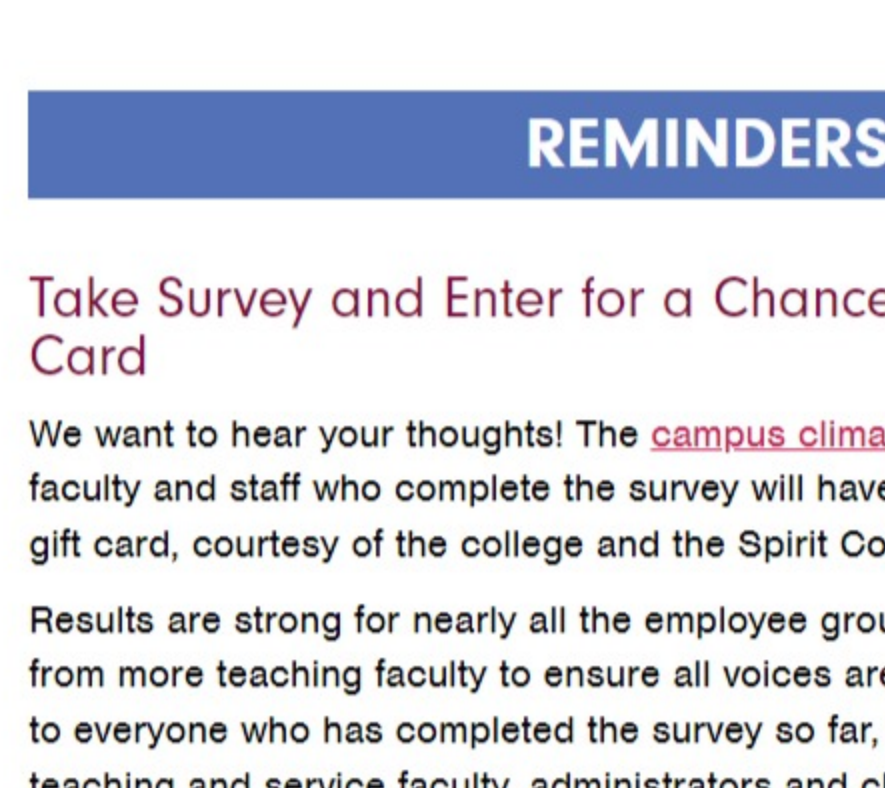


- Brian Stach – 5 points
- William Puckette – 2 points
- Lukas McDonald – 2 points
- Shenandoah DeNardo – 1 point

All members of LCCO of all skill levels are welcome. Use [this link](#) to register. We look forward to seeing you at the next playoff session on Thursday, Oct. 24! Playoff session three will be on Thursday, Nov. 7, and the championship playoff will be on Thursday, Nov. 21. All playoffs will be held in the Alumni Center, room 107/108.

### Movement Challenge Week 1 Recap

90% of participants tracked and submitted their weekly. 65% of participants are thinking about or have already set goals for the monthly movement challenge. 56% of participants completed two or more types of movement activity during the week. The group completed more than 30 miles in the first week. Keep moving! Here are the things we were proudest of this past week:



### Snow Day Contest

It's never too early to think about snow for this year's Snow Day Contest! Please use [this link](#) to submit your guess for the first day that LCCO will be closed for inclement weather. The closure must affect all campuses. The correct submission will win a \$25 gift card. The deadline for guesses is Friday, Oct. 25, at 5 p.m.

### Students Interested in Transferring to Kutztown University

On Friday, Nov. 15, Kutztown University will host a bus trip for LCCO students, transferring them from the main campus to KU. The event will include an information session for prospective transfer students and a tour of the campus. Students will be picked up at 10 a.m., and the event will run to 2:30 p.m. Interested students should register via [this link](#), and complete an LCCO waiver form, which will be emailed to them after registration. The pick-up location will be parking lot F. Email Fauzia Graham at [fgraham@lccc.edu](mailto:fgraham@lccc.edu) with questions.

### Wear Black to Support Cougar Volleyball

Join the LCCO Spirit Committee in supporting our nationally-ranked Cougar volleyball team on Monday, Oct. 21, by wearing all black during the workday. They will be playing a blackout game against Northampton Community College the same day in Berrier Hall at 6 p.m. All are welcome and invited to attend and show some Cougar pride!

## ADMINISTRATIVE UPDATES

- [Human Resources News](#)
- [Online Learning News](#)

## REMINDERS

### Take Survey and Enter for a Chance to Win Visa Gift Card

We want to hear your thoughts! The [campus climate survey](#) is now live and all faculty and staff who complete the survey will have a chance to win a \$50 Visa gift card, courtesy of the college and the Spirit Committee.

Results are strong for nearly all the employee groups, but we want to hear from more teaching faculty to ensure all voices are fully represented. Thanks to everyone who has completed the survey so far, including members of the teaching and service faculty, administrators and classified staff/educational support professionals. It is important that all voices are represented.

Also, please remind and encourage students to complete the survey – their voice is essential to this project. The link to take the survey is available on the climate survey webpage.

The survey will be available to take through Oct. 18.

Don't miss the chance to tell us what you think. Your answers will remain confidential, and the results will be reported in group form only. You will not be identifiable as an individual. Your participation in this project is voluntary. This research has been reviewed and approved by the LCCO Institutional Review Board.

The survey takes about 20-30 minutes to complete. This is an individualized link specific to you, but you will not be identified in the survey.

### Scholarship Information Session – Wednesday, Oct. 16

The Honors College is presenting a transfer scholarship information session on Wednesday, Oct. 16, at 2:20 p.m. in CSC room 207. Representatives from Bucknell University will present information about the Bucknell Community College Scholars Program.

### Trexler Grant Supports LCCC's ESL to Paraprofessional Pathway

LCCO has received a \$75,000 grant from the Harry C. Trexler Trust to fund a pathway for English language learners to enter the education field and fill critical employment gaps in Lehigh County schools.

The "Community to the Classroom" program will support ESL students in a three-semester program that blends English language coursework with introductory Teacher Education courses. Up to 10 students, including those in the Dual Enrollment high school program, will participate in the cohort, receiving academic support, participation in a focused study lab and access to laptop computers to facilitate completing their coursework both at home and on campus. ESL students will receive up to a \$1,000 scholarship per semester, plus \$500 per semester for books.

For more information on the grant, read the [full press release](#).

### You're in the Know! The Who, What, When, Where and Why about Reaccreditation

This is the second of many communications on or about LCCO's Middle States institutional reaccreditation process. These ongoing informational nuggets will be dropped along with future announcements on our Middle States Institutional webpage, Portal Self Study Report working page and many other posters, flyers, activities, meetings, webinars and presidential email reminders.

What is Middle States (MSCHE) institutional accreditation?  
As an institutional accreditor, MSOHE requires evaluation of all aspects of the institution historically, including modality of instruction (e.g. online, remote, face-to-face), and everything done in the name of the institution, including all academic programs (e.g. credit, Dual Enrollment and non-credit) and services (e.g. students, partnerships, staff, administration), fall within their scope of accreditation. This is a process of self-review and peer review to improve academic quality and public accountability.

Why are we accredited?  
At LCCO, the ideology behind institutional accreditation is that accreditation establishes our facilities' commitment to higher standards and gives us a competitive edge. It provides processes for timely and accurate diagnosis and treatment and demonstrates a transparency in policy and process that improves quality outcomes. Practically, accreditation affects our fiscal standing, not only in being able to borrow money, but also to offer money (i.e. scholarships, financial aid) to students. Additionally, accreditation allows our institution to seek out federal and state grant and Foundation funding, as the oversight of an accreditor is usually required for submission. This oversight and accreditation is a triad of organizational relationships between state, accreditor and the U.S. Department of Education.

Now you're in the know.

### Volunteers for Allentown's Halloween Parade

Join us on Saturday, Oct. 26, as we represent LCCO during The City of Allentown's Halloween Walking Parade from 11 a.m. – 2 p.m. We are excited to have a tent and table in front of the Donley Center to distribute candy and trinkets to parade participants while interacting with our community. Your family and friends are welcome to join us for this fun event.

Volunteers are needed for the following shifts and interactions:  
10-11 a.m. – Assist with set up (tent, table, chairs, candy, etc.)  
11 a.m. – 12:30 p.m. – Candy distribution and interaction with the community  
12:30 – 2 p.m. – Candy distribution and interaction with the community  
2 – 3 p.m. – Assist with tent and table breakdown

Please email Gladys Malpica at [gmalpica@lccc.edu](mailto:gmalpica@lccc.edu) to donate your time to this event!

In addition to volunteers, we need candy donations to distribute to the children. Please bring or send candy to Donley to the attention of Gladys V. Malpica.

### Cybersecurity Awareness Month

Add these useful tips to your cybersmart arsenal to keep yourself and your organization safe!  
Click the link below to access this article, or visit [lccc.edu](http://lccc.edu) and view the latest news articles on [cybersecurity](#).

[Cybersecurity Awareness: CyberSmart Safety Tips](#)

### LVAIC – Cybersecurity Awareness Month

The Lehigh Valley Association of Independent Colleges (LVAIC) is hosting presentations each Wednesday in October from 12 – 12:50 p.m. While LCCO and Northampton Community College are not members of the LVAIC, employees from both institutions are invited.

Oct. 16 – "Stay Vigilant: Identifying and Handling Phishing Threats" – James Monck (Lehigh University) and Jim Beers (Moravian University)  
Oct. 23 – "Ethical AI and Cybersecurity: Balancing Innovation and Privacy" – James Monck (Lehigh University)  
Oct. 30 – "LVAIC Community Experts – Employee and Student Data" Margie Grandinetti (DeSales University), Kara Howe (Lafayette College) and Hannah Tatu (Lafayette College)

You can register [here](#) for any of the presentations. In the "Institution" portion of the form, select "Other" and then type in "Lehigh Carbon Community College." You should receive information to join the presentations within 24 hours of registering.

Please email [info@lvaic.org](mailto:info@lvaic.org) if you have any questions.

### LCCO Policies & Regulations Manual

The following revised policies have been approved by the LCCO Board of Trustees on Sept. 5:

- 2-407 LCCO Compliance with Continuing Disclosure Requirements
- 3-209 Designated Public Forum
- 3-214 Facilities – General
- 4-114 Faculty Classroom Requirement

LCCO Organizational Chart

The Policies and Regulations Manual can be found on the college [website](#) and on the Human Resources portal page. All faculty and staff must [click here](#) to acknowledge you have received the manual and able to view it.

### Etiquette Luncheon Nominations Open

The Career Development Center is excited to host an Etiquette Luncheon in partnership with SGA, on Friday, Nov. 22. The event will be held off-campus at Twin Lakes Country Club. Transportation will be provided from Main Campus. The Etiquette Luncheon is an afternoon of learning how to conduct oneself with proper dining and business etiquette in professional situations over a multi-course meal. This event is by invitation only and space is limited.

Students may self-nominate or be nominated by faculty & staff. Please use [this form](#) to nominate a student who you believe would enjoy and benefit from this event. Nominations close on Thursday, Oct. 31.

### Kickoff with a Roar

October, November and December the LCCO Foundation is organizing our annual employee giving appeal. We're asking all employees of the college to participate. Our goal is to raise \$15,000 in support of the college and student scholarships and awards. All participating employees will be invited to a thank you reception in 2025. Please watch your email inbox to take advantage of this opportunity.

### Faces of Honor Display Submissions

LCCO will honor veteran and military service personnel with our annual Faces of Honor Tribute display during Veterans Appreciation Week, November 9-15. Students, faculty, and staff are invited to submit photos of themselves or family members (with permission) who have served or are currently serving in the U.S. Armed Forces for the annual "Faces of Honor" tribute which will be displayed throughout campus during Veterans Appreciation Week. Photo submissions can be submitted [here](#) until Oct. 20.

### LGBTQ+ Equity 101 Training on Nov. 8

Through a Strategic Innovation Grant the college will be offering LGBTQ+ Equity 101 training on Friday, Nov. 8 from 9 a.m. – 12:30 p.m. The training will be led by Robin Gow, LGBTQ+ Equity Trainer and Consultant.

LGBTQ+ people live, work, and simply exist everywhere but often face barriers and biases that impact our lives. This training equips attendees with the basic tools to understand and reflect on key concepts in the LGBTQ+ community, space to practice supportive and affirming practices, and together work to create a more inclusive community for LGBTQ+ people.

This training will be offered in-person on Main Campus in the Alumni Center and via Zoom at the Allentown and Tamaqua sites.  
Coffee, breakfast pastries and lunch will be provided for all attendees at each site. Seating for the Main Campus is limited to 40.

\*Please note, this same training was held in fall '23 as well as spring and summer of this year.

Register by Friday, Oct. 18 [here](#). For questions email Jill Yapsuga at [jyapsuga@lccc.edu](mailto:jyapsuga@lccc.edu) or Doug Brace at [dbrace@lccc.edu](mailto:dbrace@lccc.edu).

### Rocky Bleier Tickets for Sale



Tickets for the motivational evening with Rocky Bleier on Monday, Nov. 4, at the Glasbern Inn are available. Support our scholarships for veterans by attending. Tickets can be purchased [here](#).

## SPIRIT & WELLNESS

### Reporting an Incident in START

If you are aware of an incident that concerns you – student behavior, violations of the LCCO Code of Student Conduct, academic honesty, emotional concerns, etc., the college has an online reporting tool, START, for you to make an official report. You can also access this online form by clicking on "START" in the myLCCO portal under Faculty/Staff Resources and then following the prompts. In addition to filing this report, if the circumstances also include a threat of violence or harm to a member of the college community, you should also report that immediately to Public Safety by calling (610) 799-1169 as soon as possible. If you have questions regarding START or to schedule a START training, email Associate Dean of Student Development, Brian DeLong at [bdelong@lccc.edu](mailto:bdelong@lccc.edu).

### Volleyball Blackout Game



Join us as we Blackout the Cougar gymnasium as your #14 nationally ranked Cougar volleyball team takes on the Spartans of Northampton Community College. Show your support by wearing black to the game and cheering on our team as they continue their pursuit in the national rankings. The game will be held in Berrier Hall at 6 p.m., on Oct. 21. Learn more about the Cougar volleyball team [here](#). Check out previous and upcoming games via our [YouTube channel](#).

### Wellness Center Fall Hours

Wellness Center fall hours will be effective through Friday, Dec. 13.

The Wellness Center will be open this fall for the following hours:

- Mondays-Thursday's 9 a.m. – 5 p.m.
- Fridays 10 a.m. – 3 p.m.
- Saturdays and Sundays Closed

\*All hours subject to change

The Wellness Center will be closed on the following dates:

- Wednesday, Nov. 27
- Thursday, Nov. 28
- Friday, Nov. 29
- Monday, Dec. 23 through Wednesday, Jan. 1

Wellness Center winter hours will be Monday, Dec. 16 through Thursday, Jan. 23 from 10 a.m. – 2 p.m.

### Spirit Committee Upcoming Events

Mark your calendars for these upcoming events, brought to you by the LCCO Spirit Committee!

**October**

Movement Challenge – All Month

Spirit Day: Halloween Costumes – Tuesday, Oct. 29

**November**

Virtual Bingo – Wednesday, Nov. 13, 12 – 1 p.m.

For questions about any upcoming events, please reach out to Tina Dowling-Hackett at [tdowlinghackett@lccc.edu](mailto:tdowlinghackett@lccc.edu) or Ginny Hertzog at [ghertzog@lccc.edu](mailto:ghertzog@lccc.edu).