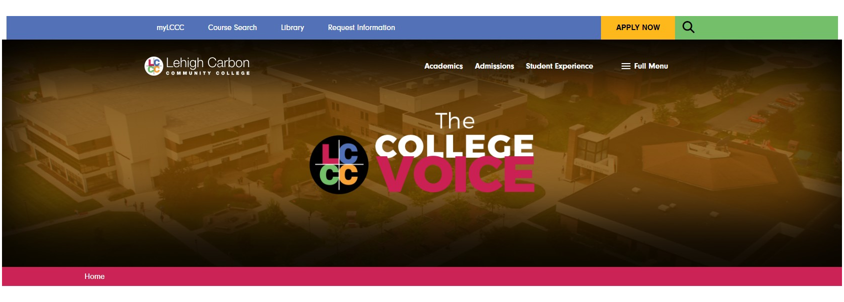


October 21, 2024

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
- LCCC Employment Openings
- Events
- "This Week" Student Newsletter
- Report Safety and Security Concerns
- Sexual Harassment and Sexual Violence Anonymous Online Reporting

Marketing Project Requests

LCCC's College Relations staff can turn your creative ideas into reality. Whether it is 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 Faculty and Staff Resources.

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 Thursday; 8 a.m. – 5 p.m., Friday.

Courier services Monday through Friday to all sites.

Bookstore Hours
Monday-Thursday: 9 a.m.-5 p.m.; Friday: 9 a.m.-1 p.m.; Saturday and Sunday: CLOSED.

Library Hours
7:30 a.m – 5:00 p.m., Monday through Friday.

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. Bieber
Appointments can be made via Zoom. Email Tracy Bean at 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 Ronnie Blue at vblue@lccc.edu to schedule a Hangouts meeting.

VP Larissa Verta
Access virtual office hours on Mondays from 3 to 5 p.m.; Tuesdays from 9:30 10:30 a.m.; and Thursdays from 12:30 to 2 p.m., or email jtaschler@lccc.edu to arrange a scheduled meeting.

VP Stefanie Nester
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 mbowen4@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 to schedule a meeting.

Interim Dean Eike Reichardt
Wednesdays from 3 to 5 p.m.
Email EReichardt@lccc.edu to schedule online meeting.

Dean Dr. Kelly Trahan
Mondays from 3 to 5 p.m.
Email KTrahan@lccc.edu to schedule an online meeting.

CIO Joshua Mitchell
Tuesdays from 11 a.m. to noon.
Email JMitchell10@lccc.edu to schedule online meeting.

Dean Scott Aquila
Email Saquila@lccc.edu to schedule an online or face-to-face meeting.

ANNOUNCEMENTS

Former Professor Honored

Congratulations to Joyce Thompson, former professor of computer science, who was recognized as Volunteer of the Year at the SkillsUSA Council annual meeting and awards breakfast on Oct. 16. She has been semi-retired from LCCC since 2019, but continues to teach several courses. At SkillsUSA, she served for 20 years as the event manager for the Technical Computer Applications competition and later for the Internetworking competition. She continues to share her expertise and dedication to the field and to students.

Adult Learners Could Use Your Help

LCCC's Literacy Department at the Donley Center is looking for volunteers interested in tutoring English as a Second Language (ESL) and General Education Degree (GED) preparation to adult students. GED subjects needed are math, reading, science and social studies. ESL tutoring includes working with students on reading, writing, speaking and listening skills. No experience is required. This can help build your resume by giving you experience in education or the subject areas you'll tutor in. Regardless of your path, it is rewarding work! There are options to work one-on-one, in small groups, virtually and in-person. Days of the week and times are flexible based on the schedules of both the tutor and the student. Materials are provided.

Requirements:

- Proof of a High School Diploma/GED/ or equivalent
- 3 hours minimum per week to tutor virtually and/or in-person
- Ability to attain background clearances
- Ability to attend a Volunteer Tutor Orientation and training
- Willingness to make a difference

For more information, contact Shiloh Sidor at volunteertutor@lccc.edu. Thanks!

Horticulture Club Pretzel and Plant Sale

The Horticulture Club is selling plants and Philly soft pretzels on Wednesday, Oct. 23. The sale will be held in Science Hall, across from the vending café from 10 a.m. to 2 p.m. Stop by to support the Horticulture Club and enjoy a Philly soft pretzel and/or purchase an adorable succulent among other plants! This event is cash-only.

Halloween Costume Contest

Join in the festivities and wear your Halloween costume on Tuesday, Oct. 29, for the SGA Costume Contest. The contest will be held at 2:30 p.m. in the Student Union. Sign up the day-of between 12 and 2 p.m. in the Student Union. All contestants will be asked to be in the Student Union by 2:15 p.m. so the contest can begin promptly at 2:30 p.m. Prizes will be awarded. We hope to see you there!

LCCC's Student Employees of the Month – Joel Khacho and Olivia Schroder

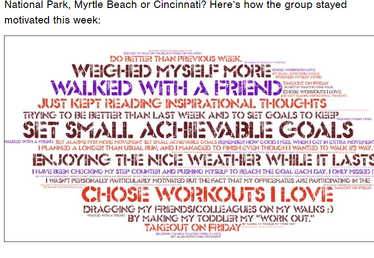
The Career Development Center is proud to recognize and celebrate our Student Employees of the Month: Joel Khacho and Olivia Schroder!

Joel and Olivia have consistently demonstrated exceptional dedication and teamwork over the past month. Both have strong organizational skills that allow them to efficiently manage multiple tasks, ensuring that projects are completed on time and precisely. Their collaborative spirits and supportive natures make them invaluable team players, fostering a positive and productive work environment. They work as strong leaders in the science lab. Their support for each of the science lab managers, faculty, staff and students enhances collaboration and fosters a positive learning environment. Their strong work ethic and keen attention to detail have significantly contributed to our team's success, making them key assets to our workplace. Joel and Olivia go above and beyond to assist their colleagues, consistently delivering high-quality results. For these reasons and more we would like to shine a light on them.

Congratulations to Joel and Olivia for their outstanding contributions! Your hard work and dedication are truly appreciated.

Movement Challenge Week 2 Recap

90% of participants tracked and submitted their weekly activity. 67% of participants completed two or more types of movement activity during the week. The group completed more than 1.1 million steps – that's nearly 500 miles! Where would those 1 million steps take them? How about Acadia National Park, Myrtle Beach or Cincinnati? Here's how the group stayed motivated this week:



Nanotechnology Presentation at LCCC

The LCCC community is invited to the Nanotechnology Presentation by the Penn State University. LCCC and PSU have a long-standing partnership providing our students with an opportunity to take classes at the PSU main campus and earn a nanotechnology manufacturing degree or certificate. The presentation will take place on Tuesday, Nov. 5, at 11:15 a.m., in TC 102. Please email Nada Veskovic at nveskovic@lccc.edu for more details or questions.

ADMINISTRATIVE UPDATES

Human Resources News

New I-9 Form

The new version of the I-9 has been released. Please begin using the new version for all new hires. The form can be viewed here.

Nominate a Colleague for Spotlight on Excellence
Is there a faculty or staff member you know who helped smooth over an unexpected bump during a project or event? Do you know someone who went above and beyond to provide excellent customer service? Human Resources invites you to nominate that person for a Spotlight on Excellence recognition. Recognized members of the college community will be announced in the College Voice and will receive a token of appreciation for a job well done. Please use the nomination form to spotlight the excellence of a fellow employee!

Slip, Trip and Fall Prevention
Slips, trips, and falls account for a large percentage of medical incidents on campus and are the result from some a kind of unintended or unexpected change in the contact between the feet and the ground or walking surface. AttachedWord are tips to aid in the prevention of slips, trips and falls.

Quick Reference for Medical Emergencies on Campus
If serious injury or illness occurs on campus, CALL 911. After you call 911, call Public Safety at x1169 to inform them you called 911. Public Safety will report to where the injured person is until arrival of the ambulance.
For minor injury or illness, trained personnel should provide basic first aid care. Call Public Safety at x1169. All Public Safety officers are trained in first aid and CPR/AEDS.

No employee shall transport another employee/student to an emergency facility or hospital.

All New Employees:
The college's online training program is specifically designed for the busy professional but keeps in mind the college's requirements for training. It is a convenient, easy way to complete our new hire training series at LCCC.

A. Required Online Trainings
Below are the four online trainings that will be emailed to you from Knowbe4. This is a single sign-on system that will enable to you log in using your portal username and password. These online trainings must be completed within the first 30 days of hire.

If you want your completion certificate for each training placed in your personnel file, please print it out and send to the Human Resources office, otherwise Human Resources maintains a database of your completed trainings.

FERPA – Privacy and Security Awareness
Protected Classes – Intro to Discrimination
Intro to Diversity, Equity, and Inclusion in the Workplace
Creating Strong Password – Security Awareness Training

B. Run-Hide-Fight Video
To view this video, go to the Department of Public Safety website page and click on the Run-Hide-Fight video link.

If you have any questions, please contact Human Resources at x1107 or x1108.

Online Learning News

View the October edition of the Online Learning Newsletter. This edition includes information about the training programs we offer. It also includes news on submitting a course for Quality Matters, an article on AI in advancing Accessibility, a How to Talk to Students Suspected of Cheating training from OLC, and SpeedGrader updates in Canvas. There is also a page on some events around the Lehigh Valley this month. If you have any questions about anything in this edition contact us at Onlinelearning@lccc.edu.

Online Learning Courses Available
Register online for our live and self-paced trainings. Trainings include: Canvas Course Certification, Remote Course Certification, Excellence in Instruction, Zoom, Canvas Studio, Blooms Taxonomy, and more!

Office Hours
Schedule a **meeting** with Rachel Peters to ask any questions on training, course development, professional development, and other tools/topics.

Digital Badges
Faculty and staff will have the opportunity to receive digital badges to display on LinkedIn, email signature and other areas, highlighting their professional achievements and commitment to continued learning. A number of different badges are available to anyone who completes the required training or series of trainings. The training requirements for each badge are outlined on the **flyer.** If you have any questions about the digital badges or the requirements for them please contact **onlinelearning@lccc.edu**.

REMINDERS

2024 Annual Title IX Online Trainings

To all faculty and staff:

As part of the college's annual sexual violence awareness trainings, this year's Title IX online training will be provided by Knowbe4 and will consist of three separate online training sessions as shown below. Knowbe4 is a single sign-on system that will enable to you log in using your portal username and password. You will receive an email from Knowbe4 with a link to the training on Wednesday, Oct. 23. Please complete the training by Friday, Nov. 15. This Title IX training is mandatory for all employees and must be completed annually.

Title IX Trainings:

1. Title IX Part 1: Requirements and Responsibilities (approx. 8 minutes in length)
2. Title IX Part 2: Recognizing Misconduct (approx.11 minutes in length)
3. Title IX Part 3: Reporting and Response (approx. 14 minutes in length)

Your participation and completion of these trainings will be automatically logged by the Knowbe4 system. Human Resources does not need a print-out of your certifications. If you have any questions regarding the training material, please contact Donna Williams, Executive Director of Human Resources, Title IX/Equity Coordinator at 610-799-1107.

Cybersecurity Awareness Month

Vishing or "voice phishing" is when a cybercriminal tries to convince you to give sensitive information over the phone. Cybercriminals are getting more sophisticated with their approach to this, and we could see this in several different areas at the college, such as with fraudulent students or businesses. Check out this quick tip article on some best practices on staying vigilant and keeping the college safe from cyberattacks!

Click the link below to access this article, or visit help.lccc.edu and view the latest news articles on Cybersecurity.

Cybersecurity Awareness: Vishing or "Voice Phishing"

Honors College to Host Dr. Joe Pacheco – Navigating Tradition and Addiction: Tobacco Use in American Indian Communities

As part of the Drs. Adelle & Richard Ziemer Lecture Series, the Honors College will host Joe Pacheco, Assistant Professor at Lehigh University's College of Health, on Wednesday, Oct. 23, at 2:30 p.m. in CSC 203. Dr. Pacheco will speak on "Navigating Tradition and Addiction: Tobacco Use in American Indian Communities." The talk is free and open to the public.

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 efforts!

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 LCCC 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
- Scrubs 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 success! Donations can be dropped off inside the Career Development Center in SSC 004 from Oct. 15 though 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 for details or questions.

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

This is the third of many communications on or about LCCC'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.

When does Middle States (MSCHE) re-accreditation take place?

LCCC has just entered the initial stage of the reaccreditation process. LCCC will spend the remainder of 2024 in the Self-Study Institute development phase of the reaccreditation process. This means we will taking in guidance and instruction from MSCHE (e.g. webinars, seminars, annual meeting) and best practices from other institutions currently going through the onsite audit phase. In 2025, we will more actively engage in SELF-REVIEW meetings and discussions on a written document (i.e. Self-Study Design Document) and work to collect evidence to develop a written report (i.e. Self-Study Report). In 2026, we will be engaged in PEER REVIEW, actual campus/sites onsite visit, review and communication/correspondence to complete our reaccreditation process.

Where will this take place?

Reaccreditation may require review and visiting (e.g. onsite and Zoom) with everyone associated with LCCC. This includes all our facilities like Schnecksville, Tamaqua, Donley, the airport and school districts.

Now you're in the know.

Volunteers for Allentown's Halloween Parade

Join us on Saturday, Oct. 26, as we represent LCCC 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 responsibilities:
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 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.

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 LCCC and Northampton Community College are not members of the LVAIC, employees from both institutions are invited.

Oct. 23 – "Ethical AI and Cybersecurity: Balancing Innovation and Privacy" – James Monek (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 if you have any questions.

Fall 2024 Lunch and Learn Series

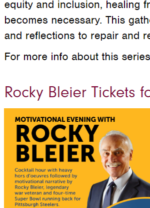
In October, we invite the LCCC community to explore DEI topics during the Lunch and Learn lecture series. Please join us at the Morgan Center from 12 – 1 p.m., on the dates below, to learn, listen, and discuss social topics while enjoying a shared lunch!

These events, sponsored by the Title III: Pathways to Success grant, will address the following topics:

Healing a Community from Erasure and Binary Harm: Tuesday, Oct. 22
Understanding identity, erasure and binary belief systems extends our ability to communicate and honor diversity in the community. To move forward, toward equity and inclusion, healing from the harm caused by social structures becomes necessary. This gathering will feature individual and group practices and reflections to repair and renew lives.

For more info about this series contact Carrie Myers at cfmyers@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

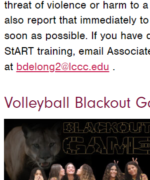
Snow Day Contest

It's never too early to think about snow and this year's Snow Day Contest! Please use this link to submit your guess for the first day that LCCC 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.

Reporting an Incident in StART

If you are aware of an incident that concerns you – student behavior, violations of the LCCC 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 myLCCC 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 bdelong2@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-Thursdays 9 a.m. – 5p.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 LCCC 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 or Ginny Hertzog at vhertzog@lccc.edu.

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https://getfireshot.com