



The COLLEGE VOICE

February 3, 2025

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 February 2025](#)
- [State Board of Higher Education](#)
- [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 Winter Hours**
Monday through Thursday: 10 a.m. – 2 p.m.; Friday, Saturday and Sunday CLOSED.
*All hours subject to change.
- President's Cabinet Members Open Office Hours**
 - President: Dr. Ann D. Dieber**
Appointments can be made via Zoom. Email Tracy Dieber at tdieber@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 Rhaney@lccc.edu to schedule a Hangouts meeting.
 - VP Larissa Varta**
Access virtual office hours on Mondays from 3 to 5 p.m.; Tuesdays from 9:30 to 10:30 a.m.; and Thursdays from 12:30 to 2 p.m., or email lvarta@lccc.edu to arrange a scheduled meeting.
 - VP Stefanie Neester**
1st and 3rd Thursdays from 10 to 11 a.m. and 2nd and 4th Fridays from 9 to 10 a.m. Email Sneester@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.
 - Dean Tonisha Taylor**
Mondays from 10 to 11 a.m. or 4 to 5 p.m. Email ttaylor@lccc.edu to schedule an online meeting.
 - Interim Dean Andrew King**
Tuesdays from 10 to 11 a.m. or 4 to 5 p.m. Email aking@lccc.edu to schedule a meeting.
 - Dean Dr. Kelly Trahan**
Mondays from 3 to 5 p.m. Email ktarahan@lccc.edu to schedule an online meeting.
 - CIO Joshua Mitchell**
Tuesdays from 11 a.m. to noon. Email jmitchell@lccc.edu to schedule online meeting.
 - Dean Scott Aquila**
Email saquila@lccc.edu to schedule an online or face-to-face meeting.

ANNOUNCEMENTS

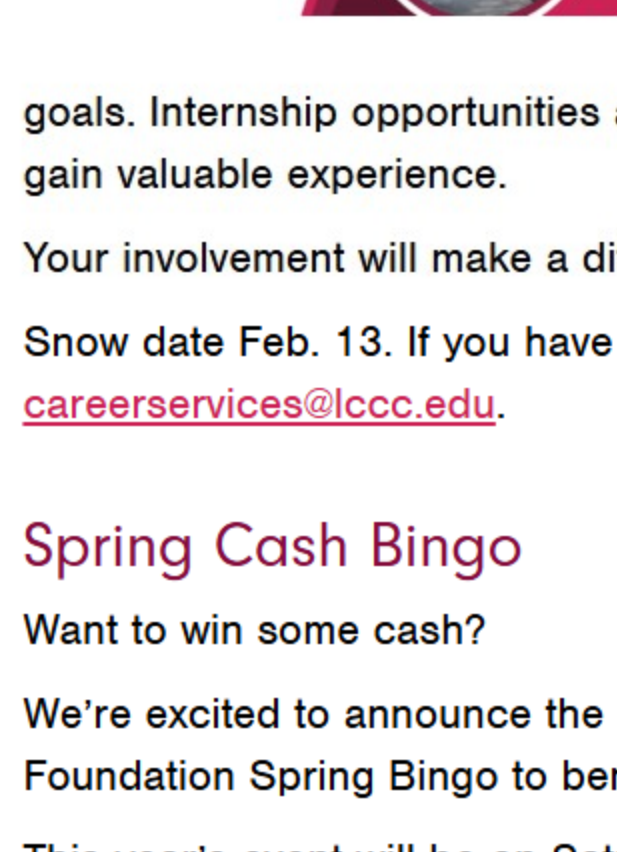
2025 Winter Edition of the Department of Online Learning Newsletter

View the [Winter edition](#) of the Online Learning Newsletter. This edition includes information about our training programs, a great article on creating active virtual learning communities in asynchronous courses and ideas to try, and an Accessibility, Usability, and New ADA Ruling training. We want to recognize our badge earners from the Winter on page 3 and there is 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.

Wellness Wednesday

Intramurals is inviting all faculty, staff and students to participate in an open discussion of different health, wellness and fitness topics. The purpose of this discussion is to gauge interests for future planning. The first Wellness Wednesday discussion will take place this Wednesday, Feb. 5 at 2:30 p.m., in Berrier Hall Room 4. No registration needed.

Internship / Volunteer Fair



Join Career Development on Tuesday, Feb. 11, from 10 a.m. to 2 p.m., in the Student Union for our Spring 2025 Internship & Volunteer Fair. This event is a fantastic opportunity for students, staff, and faculty to explore ways to give back to the community and connect with local organizations. In addition to community connection, students will have the chance to network and find internships that align with their academic program and career goals. Internship opportunities and volunteer work are great ways to help them gain valuable experience.

Your involvement will make a difference – we look forward to seeing you there! Snow date Feb. 13. If you have any questions please email careerservices@lccc.edu.

Spring Cash Bingo

Want to win some cash? We're excited to announce the opening of registration for the 2025 LCCC Foundation Spring Bingo to benefit student scholarships. This year's event will be on Saturday, April 26, starting at 1 p.m. in the Community Services Center. Event attendance will be limited to 200 participants. With the size of the jackpot, we are anticipating the event to fill up quickly.

This year, all games will award cash prizes to winners. We will also have a basket raffle and other small games of chance, food and drinks available. [Register today](#) to ensure your space gets reserved. We appreciate your consideration of supporting LCCC and our student scholarship programs. A flyer with additional information is [attached](#).

Innovative Insights: An LCCC WLD Series-Webinar #1

The LCCC CTE Learning Specialists welcome everyone at LCCC to a Watch-Learn-Discuss (WLD) series that is occurring this term. We will share pre-recorded webinars that discuss innovative strategies, tools, and insights to support student success, addressing challenges such as academic struggles, disengagement, academic anxiety, effective learning and retention. This series is made possible with funding from our Perkins Grant.

The first recorded webinar in this series, "Empowering At-Risk Students: Applying Behavior Change Techniques For Success," can be viewed at [this link](#). You can watch and learn on your own time, and you are invited to join us for a 30-minute discussion via Zoom on Feb. 14 at 10 a.m. ([Click here](#) to add to calendar). More information is available [here](#). Questions? Email mepinks@lccc.edu.

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 of a kind of unintended or unexpected change in the contact between the feet and the ground or walking surface. [Attached Word](#) 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 Know4. This is a single sign-on system that will enable you to 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 [Winter edition](#) of the Online Learning Newsletter. This edition includes information about our training programs, a great article on creating active virtual learning communities in asynchronous courses and ideas to try, and an Accessibility, Usability, and New ADA Ruling training. We want to recognize our badge earners from the Winter on page 3 and there is 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

Guidance for Interaction with Federal Agencies and Law Enforcement

The college continues to obey all federal and local laws and will follow guidelines provided by the college attorney for responding to the presence of law enforcement on campus and how that impacts our college community. The situation is evolving, so the college will continue to monitor for updates. This document outlines steps for LCCC faculty and staff to follow if Immigration and Customs Enforcement (ICE) agents come to campus.

If a member of the college community is approached by a local, state or federal agency or officials requesting access or information regarding students or employees, please direct the individual to the Public Safety Office on main campus or the officer on duty at the relevant location (main campus, Tamaqua, Donley). Please also directly contact Eric Minnich, Safety / Emergency Management Coordinator, at 484-225-0845 or 610-972-8266. At this time, local law enforcement will probably not accompany federal law enforcement. The Safety / Emergency Management Coordinator will verify the request for identification and any applicable documents.

The coordinator will notify the Vice President of Finance and Administrative Services, who will determine additional people to notify, including the Executive Team, College Relations and the college attorney.

The college will comply with requests to the best of its ability according to the law and without violating FERPA privacy regulations.

If a student must be taken from class for any reason, college personnel will protect the student's dignity, when possible.

College Relations will release general information advising of an encounter without identifying information or specifics. Media inquiries will be directed to College Relations. If you have a concern or are aware of an upcoming visit by law enforcement, please work with the LCCC Office of Public Safety, which is the point of contact regarding the presence of law enforcement on college property.

Please refer students who have questions or concerns to the Office of Public Safety, publicsafety@lccc.edu or 610-799-1169.

National Enrollment Estimates Released for Fall 2024

The National Student Clearinghouse has recently been [in the news](#) because of an error in its Stay Informed, early release dataset, which showed a 5% decline in undergraduate enrollment for Fall 2024 rather than an increase in the actual data. The Clearinghouse's research arm discovered the error, which was caused by a misclassification of first time freshmen as high school/dual enrollment over multiple years, and withdrew the Stay Informed dataset in its entirety. This misclassification affects two important metrics that LCCC uses to evaluate itself: the ability to enroll high school students in dual enrollment programs, the growth of which was overstated nationally, and our ability to recruit first time freshmen at the very start of their educational pathway, which was understated nationally.

The Clearinghouse has now released a late dataset, Current Term Enrollment Estimates, based on end of term data. This dataset does not suffer from the same misclassification error. It shows, among other things, a national increase in community college enrollment of 5.9% and in first-time, first-year enrollment at community colleges of 7.1%. Regionally, all levels of postsecondary education in the Northeast increased by 4.7%. These increases did not return postsecondary enrollment to its pre-Covid levels; in most cases they simply showed that the post-Covid fall had leveled off.

Of immediate importance to LCCC are the statewide enrollment metrics. The statewide enrollment by sector chart shows that community colleges increased enrollment 1.4% from last year; this contrasts to September enrollment data compiled by the PACCC, which showed a 2.2% increase in enrollment and 2.4% increase in credits taken. The root cause of this gap is very likely the differences in institutional policies rather than student populations.

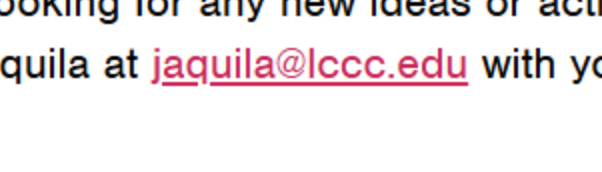
Finance Office is Offering Training

Do you need a refresher on how to create a request? Are you a little rusty at how to keep up with your budget? Would you like to review the invoice payment processes? Will you be traveling for the college in the near future and need to review the travel policies?

Please fill out the Finance Training Request Form located in the portal under Finance and Forms Quick Reference.

You can also email any of the Finance Office staff to set up a training session.

First Tuesday Coaching Conversation with Faculty Coaches



February's First Tuesday Coaching Conversation will be held virtually on Tuesday, Feb. 4, at 2:30 p.m. and will feature, "Course-Based Undergraduate Research Experience" (CURE) with Andrew King.

The course-based undergraduate research experience (CURE) is a pedagogical model in which students will address a topic of research in a given field or a problem with no known solution. During the course, students will actively participate in the research experience using methods associated with the field of study and generate novel data of relevance to the field.

We look forward to seeing you there!

Join the Zoom [here](#).

Spring Open House

Spring open house will be held on April 3, from 5-7 p.m., in the Community Services Center. We will be looking for departments and academic programs to host tables. We are looking for any new ideas or activities for this event. Please email Jennifer Aquila at jaquila@lccc.edu with your suggestions.

Men of Color Initiative Kicks Off in Spring 2025

The college experience should embrace a sense of belonging and strong cultural identity, but too often can have barriers that make it difficult for students to succeed. The Men of Color Takeoff Initiative at LCCC is designed to remove barriers and create a community where male students of color can enroll smoothly, set goals to success and complete their program of study to launch into a career or transfer program.

Students who are men of color are invited to join us to kick off the year with a get-to-know-you welcome event at 2:30 p.m., Thursday, Feb. 20, in the JEDI Center, second level of the Academic Resources Center (ARC). At this event, students can learn more about opportunities to help them succeed – scholarships, mentoring, career development, activities and more.

During this spring semester, men of color will be invited to a series of events and to participate in a community of mutual support and empowerment.

Specific initiatives include:
Aspira First-Year Experience seminar that covers topics including motivation, goal setting, critical thinking and career exploration
Men of Color student club
Latin@ Leadership student club
Events including welcome in February, career exploration in March, wellness focus in April and an end-of-semester celebration in May

The initiative is led by Tonisha Taylor, dean of Humanities, Social Sciences and Inclusion, and Roxanne Wright-Watson, associate professor of math. For information, contact rwright@lccc.edu or taylor13@lccc.edu.

LCCC Counseling Center Spring Workshop Series

When things do not go the way we want them to go, it can be hard to keep at it, especially when our feelings or our anxieties might be telling us to quit. When you want to quit, but you decide to keep going anyway, that is called resilience! Join our counselor, Liz Lewis, LSW, from 10 – 11 a.m. on Wednesday, Feb. 12, in the Student Union, for an enlightening workshop on how to build your resilience muscles, so that you can face whatever comes your way with more confidence. A flyer for the event is [attached here](#) for you to share with your students.

Revolutionary Love Event at the JEDI Center

On Wednesday, Feb. 12, at 2:30 p.m. host an open mic and students from Her Women & Gender Studies course will present an open mic event at the JEDI Center titled "Revolutionary Love." Drawing upon inspiration from Valarie Kaur's "Revolutionary Love" TED Talk and bell hooks' essay "Love as a Practice of Freedom," students will present their original poetry and spoken word pieces. This will be a hybrid event; if you cannot attend in person, please consider attending virtually to support our students. RSVP [here](#).

For questions contact Dean Tonisha Taylor at ttaylor13@lccc.edu.

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 MyLCCC under Faculty/Staff Resources and then following the prompts. In addition to filing this report, if the circumstances are also including a threat of violence or harm to a member of the college community, you should report that immediately to Public Safety by calling 610-799-1169. Officers are on campus 7 a.m. – 10 p.m., Monday through Thursday; 7 a.m. – 5 p.m., Friday; and 7 a.m. – 6 p.m., Saturday. If you have questions regarding START or to schedule a START training session, email Brian DeLong, Associate Dean of Student Development, at bdelong2@lccc.edu.

Step Aerobics

Weekly Step Aerobics will start on Wednesday, Feb. 5, from 12 – 12:45 p.m. in Berrier Hall Dance Studio. Step Aerobics will introduce each Wednesday and is open to all faculty, staff and students with an ID card. For any questions or concerns, please contact Lacey Timony at LTimony@lccc.edu or 610-799-1181. Sign up [online](#).

Spirit Committee's Souper Bowl Cook-Off

All LCCC employees are invited to attend the cook-off on Tuesday, Feb. 4 (snow date – Wednesday, Feb. 5), from 11:30 a.m. to 1:30 p.m. in the CSC lobby. Stop by to enjoy some delicious soups and chills made by colleagues. Your votes will determine the winners!

Contact Tina Dowling-Hackett at tdowlinghackett@lccc.edu or Ginny Hertzog at ghertzog@lccc.edu with questions.

Spirit Committee Upcoming Events

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

Tuesday, Feb. 4 – Souper Bowl Cook-off / Spirit Day: Football Jerseys

March
Tuesday, March 4 – Free Fastnachts and Bead Necklaces / Spirit Day: Mardi Gras

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