News All College Voice submissions are due by 12 p.m. the business day prior to each

March 10, 2025

Submit Your College Voice

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College Voice - Lehigh Carbon Community College

https://www.lccc.edu/college-voice/

Home

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

Events

Quick Links President's Desk March 2025

State Board of Higher Education

"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

the best results. Submit Your Marketing Project Request Minutes Board of Trustees

your creative ideas into reality. Whether it is an event, a new program, a website

beyond, our staff will work with you to get

update, a social media campaign or

President's Cabinet <u>Leadership Team</u> Academic Council

Registration Status Reports To view registration status reports, go to the Institutional Research link on Faculty and Staff Resources.

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., Courier services Monday through Friday to all sites.

Working @ LCCC

Duplicating Center and Mail Room

Service Window Hours

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 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

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

schedule an online 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.

Interim Dean Andrew King Tuesdays from 10 to 11 a.m. or 4 to 5 p.m. Email <u>aking7@lccc.edu</u> to schedule a meeting. Dean Dr. Kelly Trahan Mondays from 3 to 5 p.m. Email ktrahan@lccc.edu to schedule an online meeting.

Mondays from 10 to 11 a.m. or 4 to 5 p.m. Email ttaylor13@lccc.edu to schedule an online meeting.

Stakes Spring Cash Bingo on Saturday, April 26, in the Community Services Center.

Doors open at noon for food purchases and bingo registration. Bingo will begin at 1 p.m. and conclude by 4 p.m. Bingo games include a variety of cash prizes including a \$4,500 guaranteed jackpot with a \$1,000 cover-all grand

ANNOUNCEMENTS

LCCC Foundation Hosts High Stakes Spring Cash Bingo

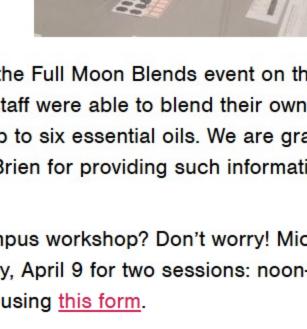
To raise funds for student scholarships and host a community event to bring

people to its Schnecksville campus, the LCCC Foundation will hold High

finale. Food will be available for purchase. Only 225 tickets will be sold. Individual tickets can be purchased for \$40 before April 26, and \$50 at the door. Purchase tickets online here. Seating is

For information, including sponsorship opportunities or prize donations, contact the LCCC Foundation at Foundation@LCCC.edu or 610-799-1711. Make Your Own Lotion with Full Moon Blends at the

engaging workshops.



Commencement Volunteers Needed Only 11 weeks until Commencement '25 and we are in need of an additional 20 volunteers to make the day a success! Volunteer opportunities include directing students and guests, lining up the students, handing out programs,

Congratulations to Shen DeNardo who has been chosen from a pool of more than

1,600 applicants to be a Jack Kent Cooke Scholarship semifinalist!

New Spirit Awards - Nominate Your Colleagues The LCCC Spirit Committee is happy to announce the inclusion of two brand



motivate employees to generate new ideas, solve problems creatively, and contribute to the college's overall innovation efforts. Given to teams, departments or committees within the college that have demonstrated

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

slips, trips and falls.

Online Learning News

Blooms Taxonomy, and more!

Office Hours

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

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 online trainings that will be emailed to you from Knowbe4. This is a single signon system that will enable to you log in using your portal username and password. These

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.

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

Schedule a meeting with Rachel Peters to ask any questions on training, course

development, professional development, and other tools/topics.

Rothrock Library - Spring Break The Rothrock Library will be open regular hours, 7:30 a.m. - 5 p.m., during Spring Break, March 17-21.

is made possible with funding from our Perkins Grant.

The third recorded webinar in this series, "Student Anxiety & Its Negative

Impact On Retention: Strategies To Support, Respond & Refer," 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 March 14 at 10 a.m. (Add to

<u>calendar</u>). Here is the <u>direct meeting link</u>. More information is available <u>here</u>.

Email mspinks@lccc.edu with questions.

signature accordingly immediately.

Thank you.

Donna Williams

DEI Directives To All Staff and Faculty, In alignment with the latest DEI directives from the federal government, all

Any tag lines referencing DEI should be removed. Please update your email

If you have any questions, please do not hesitate to contact me.

Director of Human Resources dwilliams@lccc.edu Incentives Campaign Encourages Registration for Fall Semester Continuing students who register for fall semester classes before May 9 will be

Airpods (Value: \$249) Register April 28-May 9 For a chance to win: Skull Candy Wireless Headphones (Value: \$145)

third and sixth floors of the center to accommodate the nearly 200 students from Harrison-Morton Middle School who are being displaced because of flooding. LCCC students will receive communication from site supervisor Gladys Malpica as to where their in-person classes will be held. Faculty and staff will also be relocated from offices on the third and sixth floors. In addition, there will be a weapons screening station in the lobby but LCCC employees and students will not be required to pass through the station.

by 3 p.m. Teachers will be on campus until about 3:15 p.m.

students and teachers and staff to our Donley Center.

Climate Survey Results To Be Shared at Campus Forum Mark Your Calendars The campus community is invited to hear a summary of results and highlights from the recent climate survey, which was administered in the fall 2024 semester to LCCC students, faculty and staff. The all-campus meeting is scheduled for 2:30 to 3:45 p.m., Thursday, March 27, in the Community Services Center, rooms 205 and 207. A remote link for livestreaming will be provided to the sites, to allow people to participate remotely, but otherwise inperson participation is requested. Sue Rankin and Katrina Alford, who facilitated the project from Rankin Climate,

We apologize for the temporary inconvenience, but welcome these young

LCCC Blood Drive with Miller-Keystone The LCCC Student Government Association will be holding a blood drive with Miller-Keystone Blood Center on Thursday, March 13. The drive will be held in the Student Union from 8:30 a.m. to 1:30 p.m. and appointments are required. Schedule your appointment by <u>clicking here</u>. Be sure to use our school Group Code, #0325. Blood supplies continue to be at critically low levels and every pint donated can save 3 lives! All donors will receive a LCCC Beanie and be entered into a raffle for an LCCC windbreaker – perfect for the warmer days of spring.

1090 or email <u>careerservices@LCCC.edu</u>. Lunchtime Trivia at the Rothrock Library Come and give your brain a workout at the Rothrock Library on Wednesday, March 12 for a Lunchtime Trivia event! We'll be handing out snacks at noon (while supplies last) and will be kicking off trivia at 12:15 p.m. in the Alumni

CHOICES: Alcohol Abuse Awareness and Prevention

In collaboration with the PA Bureau of Liquor Enforcement, Public Safety and

the LCCC Counseling Center present CHOICES: Alcohol Abuse Awareness

Main Campus in the Student Union on Tuesday, March 11, from 11 a.m. to 1

Donley Center in room 702 on Thursday, March 13, from 11 a.m. - 1 p.m.

the negative impacts of excessive alcohol consumption, the related laws

Participation from students, faculty and staff are welcome as we learn about

pertaining to underage alcohol use and the consequences of alcohol abuse.

SPIRIT & WELLNESS

Checkers and Chess Tournament There will be a Checkers and Chess Tournament on Friday, March 14, starting at 1:30 p.m. in the lower level of Berrier Hall. There will be an open play time available for practice on Wednesday, March 12 from 12:30 - 1:30 p.m. in the

not eligible. To nominate a colleague, use this form. Please use the following criteria to nominate a colleague; be prepared to offer examples of how the employee exhibits these criteria:

and promotes a sense of unity; works well with others to achieve shared goals

Workplace Culture Contribution – Demonstrates commitment to fostering a

positive company culture; engages in activities that promote inclusivity,

Going Above and Beyond – Regularly exceeds expectations in terms of

performance and initiative; takes on additional responsibilities or offers to help

others without being asked. Leadership and Inspiration – Inspires others through actions and works, helping to motivate and encourage teammates; demonstrates leadership qualities, whether in formal or informal capacities. Supportive and Empathetic Behavior – Shows genuine care and concern for the well-being of colleagues; actively listens and provides emotional support or

solve problems creatively; encourages others to think outside of the box and embrace new approaches. Commitment to the Organization's Values – Consistently aligns behavior with the company's mission, vision and values; demonstrates ethical behavior and

Overall Positive Impact – Has a lasting, positive influence on the workplace

environment, boosting employee morale and creating a sense of community.

questions, contact Tina Dowling-Hackett (tdowlinghackett@lccc.edu) or Ginny Hertzog (vhertzog@lccc.edu). Step Aerobics

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

Spirit Committee! Friday, April 4 – Spirit Day: Day at the Ballpark

News

Student Consumer Information

on a first-come, first-served basis.

Donley Center

Participants had a great time at the Full Moon Blends event on the main

campus! Students, faculty, and staff were able to blend their own fragrant lotions using a combination of up to six essential oils. We are grateful to Full Moon Blends owner Michele O'Brien for providing such informative and Couldn't make it to the main campus workshop? Don't worry! Michele will be at the Donley Center on Wednesday, April 9 for two sessions: noon-1 p.m. and 1-2 p.m. Space is limited. Sign up using this form. Contact Dean Taylor for additional information at ttaylor13@lccc.edu.

etc. Commencement is Wednesday, May 21. Most volunteer shifts are from 4:15-6:30 p.m. If interested, please email <u>jrooney@lccc.edu</u>. Jack Kent Cooke Scholarship Semifinalist

new spirit awards to be presented at the Faculty and Staff Awards Celebration in May. Nominate your colleagues using the forms below: LCCC Innovation Award – The purpose of the LCCC Innovation Award is to

exceptional creativity, originality, and breakthrough thinking in developing new services, processes, or solutions, essentially recognizing and celebrating those who contribute to advancing the organization through innovative ideas and practices. They aim to foster a culture of continuous improvement and encourage further innovation within the college. View more information here. Nominate for the Innovation Award here. LCCC Power of Collaboration Award – The purpose of the LCCC Power of Collaboration Award is to recognize a team, department or committee that demonstrates exceptional teamwork, actively supports colleagues, and works effectively together to achieve shared goals, essentially recognizing their outstanding collaborative efforts within the college. View more information here. Nominate for the Power of Collaboration Award here. Recommendation letters can be emailed to Tina Dowling-Hackett at tdowlinghackett@lccc.edu and/or Ginny Hertzog at vhertzog@lccc.edu.

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 <u>nomination form</u> 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

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.

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 and HIPAA - Privacy and Security Awareness

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,

View the Winter edition of the Online Learning Newsletter. This edition includes information

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**

The LCCC CTE Learning Specialists welcome everyone at LCCC to a Watch-Learn-Discuss (WLD) series that is occurring this term. We will share prerecorded 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

Innovative Insights: An LCCC WLD Series-Webinar #3

college employees should ensure that their email signature includes only the following information: Name, title, college phone and fax number (if applicable).

entered into a drawing for the chance to win one of four prizes. The goal is to encourage students to register for fall classes before the spring semester concludes. Priority registration opens on March 9 for veterans and on March 10 for all continuing students. Below are the time periods and the corresponding prize that students can win. Students who register within the two- or three-week window will be

automatically entered for a chance to win the prize. Winners will be selected

on the Monday following the registration period.

HP Laptop with Intel processor (Value: \$529)

Register March 10-30

Register March 31-April 13

Apple Watch (Value: \$299)

1137; adviseme@lccc.edu

committees for 2025-26.

constituent groups.

regarding next steps.

Tamaqua Sites

2025 Job Fairs at its sites:

be prepared to network.

Questions? Call 610-799-1150.

p.m.

and Prevention. This event will be held at:

10:30 a.m.-1:30 p.m., lobby area

March

For a chance to win:

For a chance to win:

Register April 14-27

For a chance to win:

For information about registering for classes: https://www.lccc.edu/current- students/registration-student-records/ If interested in making an advising appointment: 610-799-

Donley Center to House Middle School Students in

Please be aware that the Donley Center will welcome seventh grade students,

educators and support staff beginning Monday, March 3, and for the entire

month of March. Consequently, 38 LCCC classes will be relocated from the The middle school students will arrive by 8 a.m. each school day and depart

LLC, will make the presentation, offering an overview of the results and themes that emerged. From these themes, three to five working recommendations will later be identified and integrated into the college's strategic goals. The Leadership Team will incorporate these recommendations in the work of

The survey asked respondents to answer a series of questions about such

experiences, workplace climate for employees, mental health and resilience,

specific experiences of unwanted conduct, institutional support and more.

areas as comfort with the climate at LCCC, sense of belonging, student

A total of 1,331 LCCC students, faculty, and staff completed the survey,

resulting in an overall response rate of 28%. Response rates by position:

Students (24%), Faculty (48%), and Staff (75%). Of other Rankin Climate

community college campuses, LCCC has the highest response rate across all

After the presentation of findings, there will be an opportunity to ask questions

of Sue or Katrina of Rankin Climate, or of members of the Executive Team

Thank you for your continued support of this important community service.

LCCC Spring Job Fairs Scheduled for Allentown and

Job seekers in the Tamagua and Allentown areas are invited to LCCC's Spring

LCCC Tamaqua at the Morgan Center, 234 High Street – Tuesday, March 11,

LCCC Allentown at the Donley Center, 718 West Hamilton Street – Thursday,

Both fairs are free and open to the public and will provide students, alumni

for various open positions with registered employers. LCCC's Career

Development Center helps to bridge the gap between employers and

and surrounding community members with opportunities to network and apply

prospective applicants. Remember to bring multiple copies of your resume and

March 13, 10:30 a.m.-1:30 p.m., lower level student lounge

For more information, call the LCCC Career Development Center at 610-799-Center, rooms AC107/108. Students, staff and faculty are all invited.

lower level of Berrier Hall. Contact Lacey at LTimony@lccc.edu or 610-799-1181 with questions. Game day schedules will be emailed week of tournament. Click here to register.

Intramurals and Recreation at the Morgan Center

participation in the following survey to gauge interest in Intramural and

The LCCC Spirit Committee is inviting nominations for the LCCC Spirit Award

for each of the following groups: ESP staff, Administrators and Faculty which

Spirit awards are given annually to eligible regular full and part time ESP Staff,

recipient in each category. The Spirit Award honors a staff or faculty member

who demonstrates enthusiasm and an optimistic approach to work and creates

an inclusive and supportive environment. Previous recipients of the award are

The Student Government Association at the Morgan Center asks for

Recreation activities. Click here to access the survey.

Nominations Open for 2025 Spirit Awards

will be presented at the Employee Appreciation Ceremony in May.

Administrators and Faculty. The Spirit Committee will select one award

Positive Attitude – Consistently maintains an optimistic outlook, even during challenging situations; brings enthusiasm and energy to the workplace; helps to create a supportive environment. Team Collaboration – Actively contributes to teamwork, supports colleagues

and fosters a cooperative environment.

diversity and respect within the college.

acts with integrity.

Weekly Step Aerobics is hosted every Wednesday from 12 - 12:45 p.m. in Berrier Hall Dance Studio. Step Aerobics is open to all faculty, staff and

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

> **Events Bookstore** Accessibility Statement Meetings and Events Contact Us

Weather Alerts Policies & Procedures

Right To Know

Employment

Sitemap

Nondiscrimination

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

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. Email jrowlands@lccc.edu to schedule a

Dean Tonisha Taylor

meeting.

CIO Joshua Mitchell Tuesdays from 11 a.m. to noon. Email imitchell10@lccc.edu to schedule online meeting. Dean Scott Aquila Email <u>saquila@lccc.edu</u> to schedule an online or face-to-face meeting.

encouragement when needed; serves others and always willing to help; inspires and encourages others. Creativity and Problem-Solving – Brings innovative ideas to the table and helps

₋ehigh Carbon

The deadline to submit nominations is Friday, March 14 at 5 p.m. If you have 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.

4525 Education Park Drive Schnecksville, PA. 18078 610-799-2121 Join the Conversation X f □ in J ⊙ ••

Lehigh Carbon Community College

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