



ANNOUNCEMENTS	ADMINISTRATIVE UPDATES	REMINDERS	SPIRIT & WELLNESS	COMMITTEE HIGHLIGHTS
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ANNOUNCEMENTS

March 16, 2023

Submit Your College Voice News [Here](#)

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

[View Previous College Voice Editions](#)

QUICK LINKS

- [March 2022 President's Desk](#)
- [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
ARC Main Café
8 a.m. - 6 p.m., Monday through Thursday; 8 a.m. - 1 p.m., Friday
Lobby Hours
7:30 a.m. - 7 p.m., Monday through Thursday; 8 a.m. - 1 p.m., Friday
Counter services Monday through Friday to 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. - 9:45 p.m., Monday through Thursday; 7:30 a.m. - 5 p.m., Friday.

Gourmet Dining Hours
ARC Main Café
Monday-Thursday: 7:30 a.m. - 2:30 p.m. Grill open from 8 a.m. - 2 p.m. Fryer items available until 2:30 p.m. Closed Fridays. Catering is available.

Weekly Menu
The Corner Cafe
Open 8 a.m. - 1:30 p.m., Monday to Thursday, Open 8 a.m. - 1 p.m. on Friday
The Main Cafeteria and Corner Cafe will be Closed Starting Monday, Dec. 18 until Friday, Jan. 20. Catering remains available.

Wellness Center
9 a.m. - 5 p.m., Monday through Friday

PRESIDENT'S CABINET MEMBERS OPEN OFFICE HOURS

President
Dr. Ann D. Bieber
Appointments can be made via Zoom. Email Tracy.Bean@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@lccc.edu to schedule a Hangouts meeting.

VP Larissa Vorta
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 kberliss@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 10 to 11 a.m. Email Marla.Bowen@lccc.edu to schedule an online meeting.

Dean Peggy Heim
Mondays from 3 to 5 p.m. Email PHeim@lccc.edu to schedule online meeting.

Interim Dean Dr. Jodi Rowlands
Wednesdays from 3 to 5 p.m. Email jrowlands@lccc.edu to schedule a meeting.

Dean Dr. Andrea Gramum-Mosley
Mondays from 1 to 2 p.m. Email agramummosley@lccc.edu to schedule via Hangouts.

Interim Dean Elke 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
Mondays 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.

LCCC Tamaqua Expands Services for Students with Food Insecurity



The LCCC Tamaqua site has received a grant from the Pennsylvania Hunger Free Campus to expand services for students experiencing food insecurity. The Cougar Cabinet, in partnership with Helping Harvest, will open March 20 and will offer prepackaged pantry boxes and a selection of grocery staples. The site is also working with St. Luke's Health Care Network for lunch and learn programs and distributing earth boxes to expand access to healthy foods and increasing personal care items.

All members of the LCCC community are welcome to visit the cabinet once a week. Hours are subject to change each semester due to staff availability.
12:45-4 p.m., Mondays
11 a.m.-2:30 p.m., Tuesdays
4-5 p.m., Wednesdays
4-5 p.m., Thursdays
11 a.m.-1 p.m., Fridays

Also, pantry boxes are available at the Morgan Center front desk during regular business hours of 8 a.m.-6 p.m., Monday-Thursday; and 8 a.m.-5 p.m., Friday. All visits are free and confidential.

First-time patrons of the food cabinet need to complete the **declaration of need form**. Once the form is submitted, all patrons simply complete the log sheet upon entry to the pantry.

The LCCC Tamaqua Cougar Cabinet is located in room 203 of the Morgan Center. Cougar Cabinet appointments are also available upon request by calling 570-566-6880 or emailing morganreception@lccc.edu.

LCCC Spring Job Fair Features 80+ Employers

LCCC will host a Spring Job Fair from 10 a.m. to 2 p.m. on Thursday, March 30, in the Community Services Center at the college's main campus in Schnecksville.

LCCC students and alumni are encouraged to attend. The public is also invited. Please bring resumes and wear professional attire as more than 80 local and regional employers will be available to discuss full-time, part-time, seasonal and internship opportunities.

This event is free. For more information, contact the Career Development Center at 610-799-1090 or email careerservices@lccc.edu.

LCCC Earns 2023-24 Military Friendly® Schools Designation

Once again, LCCC has earned the title of Military Friendly® School based on both public data sources and responses from a proprietary survey. The college received Silver designation for its work to assist veterans and active military and their families. The full list will be published in the May issue of G.I. Jobs Magazine and is on www.militaryfriendly.com.

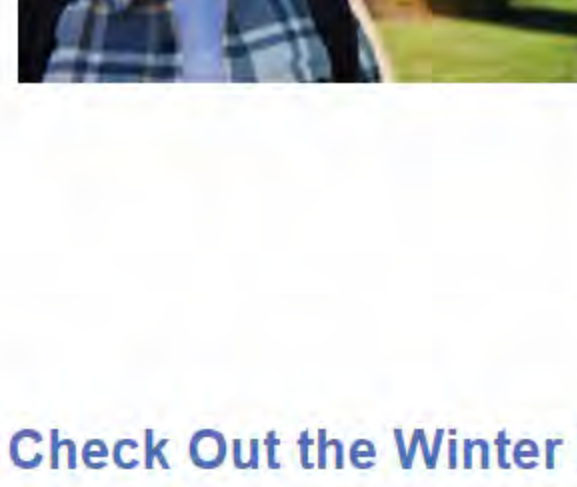
More than 1,800 schools participated in the 2023-24 survey with 530 earning special awards for going above the standard. The MFS designation identifies a school that provides service members and their families with information about post-military education and career opportunities, including on-campus veterans programs, credit for service, military spouse programs and more. Institutions are rated on student retention, graduation, job placement, loan repayment, persistence (degree advancement or transfer) and loan default rates for all students and specifically for student veterans.

LCCC continues to provide resources and support services to more than 400 active military and veteran students, including their spouses and dependents, to meet their specific needs while attending college. Resources include veterans' lounges at both the Schnecksville and Tamaqua campuses, preferred scheduling, scholarship opportunities and a dedicated Veterans Support Team to provide the resources needed to successfully transition to college. The LCCC Veterans Club provides an opportunity to find support, a purpose and make connections with fellow veteran and military students. In addition, the Veteran Advisory Board ensures LCCC remains current on relevant veteran-related issues. Students can also join SALUTE Veterans National Honor Society that recognizes academic achievements.

Institutions nationwide are named Military Friendly® Schools after completing a survey that asks about military support on-campus, employment outcomes and graduation. Founded in 2001, Victory is a service-disabled, veteran-owned small business that connects the military community to civilian employment, educational and entrepreneurial opportunities.

For more information on LCCC's veterans programs, contact Ariel Van Dam, assistant director of returning adults and veterans, at avandam@lccc.edu or 610-799-1545.

Admissions View Book Wins Design Award



The new Admissions View Book, designed by the college's eAgency 3Seed Marketing, Design and Interactive, won a Silver Addy from the Greater Lehigh Valley American Advertising Federation at the ceremony in March. The view book is the main recruitment piece and features LCCC students as well as infographics, a welcome from Dr. Bieber and information of interest to prospective students. Concept was developed in coordination with Admissions and College Relations.

Check Out the Winter Edition of Aspire

The newest edition of Aspire Magazine is now available on the LCCC website. Read about a current student who is keeping the magic of the drive-in alive, art students exhibiting in a local gallery run by an alumna, an alumna who spends his days interviewing celebrities and a community partnership designed to provide earned credits to incoming business students.

Inclusion Certificate 2023

The Diversity Equity Inclusion and Belonging Committee presents two events this month.

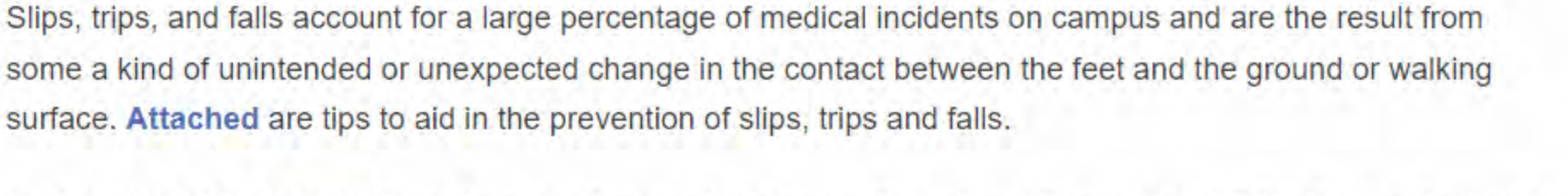
On March 20, from 2:30 - 3:40 p.m. at the Donley Center, the PA State Police Heritage Affairs Section will present "Serving in Underserved Communities."

The Heritage Affairs Section works closely with the Legislative Black Caucus and Governor's Advisory Commissions on African American Affairs, Asian Pacific American Affairs, and Latin American Affairs. Members also interact with the National Organization of Black Law Enforcement Executives, NAACP, and several Department of Justice Community Relations Divisions. The Heritage Affairs Section regularly provides subject matter expertise to the Pennsylvania Human Relations Commission.

On March 23, from 6:15 - 7:20 p.m. join via Zoom for "Belonging and Mental Health" presented by Dr. Kia R. McCray.

Dr. Kia R. McCray is an accomplished Licensed Doctor of Social Work, researcher, and author, with degrees from Rutgers University and Capella University. With a background in social work that includes management and leadership positions focusing on implementing quality initiatives, Dr. McCray has begun to use her skills in the areas of mental health and well-being along with education and professional development in order to inspire others through self-improvement and empowerment.

For more information or to receive the Zoom link, contact agramummosley@lccc.edu or ereichardt@lccc.edu.



ADMINISTRATIVE UPDATES

Human Resources News

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 kind of unintended or unexpected change in the contact between the feet and the ground or walking surface. **Attached** are tips to aid in the prevention of slips, trips and falls.

Updated COVID-19 Guidelines from the Centers for Disease Control and Prevention (CDC) effective August 11, 2022 can be found [here](#).

This updated guidance no longer differentiates between those who are vaccinated and those who are unvaccinated. The CDC advises that those individuals exposed to COVID-19, regardless of vaccination status, need not quarantine.

1. Exposure to someone with COVID-19:
If you were exposed to someone with COVID-19, follow these steps per the **CDC guidelines**:

- Start precautions immediately:
 - Wear a high-quality mask for 10-14 full days as soon as you find out you were exposed (day 1 is the first full day after your last exposure)
 - Get tested at least 5 full days after your last exposure
 - Watch for COVID-19 symptoms such as:
 - Fever (100.4 degrees or greater)
 - Cough
 - Shortness of breath
 - Other COVID-19 symptoms
 - If you develop symptoms, isolate immediately

2. Isolation and Precautions for People with COVID-19.
If you test positive for COVID-19, follow the steps below per the **CDC guidelines**:

- Stay home and isolate for at least 5 days and isolate from others in your home.
- If you **had** no symptoms, day 1 of isolation is the following day you were tested.
- If you **had** symptoms, day 1 of isolation is the first full day after the day your symptoms started.

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 you to log in using your portal username and password. These online trainings will 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.

[Hide more >](#)

Online Learning News

March's edition of the Online Learning Newsletter includes trainings, a new badge, Canvas Studio updates and tips/videos, and more. If you have any questions about anything in the newsletter 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 Perrino 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.

Congratulations to the following people who have recently earned the Essentials Badge: Joseph Fortunato, Cosette El Hage, Cherryn Joseph, Fioralba Melendez, Michael Owen and Timothy Shoemaker.

[Hide more >](#)

REMINDERS

Spring Break Hours Vary

Please note the following change of hours during Spring Break.

Bookstore Hours (March 13 - 17)
Monday - Wednesday: 9 a.m. - 6 p.m.
Thursday-Friday: 10 a.m. - 2 p.m.
Saturday/Sunday: CLOSED

You can always shop online at lcccshop.com.
If you have any questions, please email bookstore@lccc.edu.

Wellness Center
Monday: 9 a.m. - 5 p.m.
Tuesday: 9 a.m. - 1 p.m.
Wednesday: 9 a.m. - 5 p.m.
Thursday: 9 a.m. - 12 p.m.
Friday: CLOSED

Main Cafeteria & Corner Cafe Closure During Spring Break
The Main Cafeteria and Corner Cafe will be CLOSED March 13 to March 17 for Spring Break. Normal business hours return starting March 20.

Brush-up Our Veterans Project Volunteers

The LCCC Veterans Club and Veterans Events Committee is partnering with the Veteran & Military Council of the Greater Lehigh Valley Chamber of Commerce for this year's Brush-up Our Veterans-Lehigh Valley. The Brush-up Our Veterans project coordinates the efforts of volunteers to paint the outside of homes of honorably discharged veterans and their surviving spouses who are low-income elderly or permanently disabled. It is designed for homeowners who cannot afford to hire to have the work done, do not have the physical ability to do the work themselves, and do not have relatives who can do the work for them.

Project details:

- House preparation and painting will occur the last week of April through the first week of May (exact dates to be coordinated by team and homeowner).
- Teams will be assigned houses based on team size (smaller teams may be combined), team's ability, and the size and scope of the painting needed to be done.
- Youth may participate but must be accompanied by a parent/guardian.

We are looking for volunteers to join our LCCC team. If you are interested in being added to our team, please email Eric.Vermeulen@lccc.edu by Monday, March 20, at Noon.

Main Campus Network Scheduled Maintenance

We will be performing scheduled maintenance on the Main Campus Firewall on Thursday, March 16, from 6 to 10 p.m. During this time, all network services will be intermittently unavailable at the Schnecksville campus. Internet service for the Morgan site will also be impacted.

Mark Your Calendars for the ePortfolio Showcase

LCCC students will present their ePortfolios during a Showcase and Awards event on Friday, March 24, at 1 p.m. in the Alumni Center.

The ePortfolios give students the opportunity to share their achievements and goals in a digital format. Join us in supporting our students. Guests will have an opportunity to talk with participants and see their ePortfolios before selected students present to the group. For more information contact Fred Damon at ext. 1090 or FDamon@lccc.edu.

LVRC Conference: Save the Date!

Lehigh Valley Research Consortium (LVRC) is hosting a community based research conference scheduled for Friday, April 28 from 9 a.m. to 1:30 p.m. at Cedar Crest College in Allentown, PA.

Workshops include:

- Collaborating Across Disciplines
- Assessing Community Needs
- Building and Maintaining Collaborative Relationships
- Encouraging, Facilitating and Finding Benefit in Cross-Campus Collaborations

Plus, join us for a networking lunch. [Click here](#) to sign up to receive the invitation when registration opens.

Any questions, please contact Christine Carpio, Director of LVRC carpio@lvrc.org

Employee Resource Group Kick Off Meeting

As we continue to identify ways to better support and foster inclusion and belonging for employees at LCCC, we are seeking your participation in a discussion about creating employee resource groups.

The purpose of the groups is to provide interested LCCC employees a place to gather with others of common affinity or identity such as Hispanic/Latinx, LGBTQ+, African American, and/or others, as identified by the college community. The intention is to provide an avenue by which employees have greater opportunity to build a support system, participate in discussions about meaningful topics and share resources.

Participation is completely voluntary and not supervised or led by the institution. The college will support group meeting time during work hours.

Please join me from 11 a.m. to 12 p.m., Wednesday, March 22 in room 113B of the Student Services Center for more discussion on the concept, ground rules for strengthening the initiative and other constructive ideas to bring the college together.

If you have any questions prior to the meeting, please contact Donna Williams at dwilliams@lccc.edu.

Nominations Open for 2022-23 Spirit Awards for both Staff/Administrators and Faculty

The LCCC Spirit Committee is inviting nominations for the LCCC Staff/Administrator Spirit Award, presented for the fifth year, and the LCCC Faculty Spirit Award, which will be presented for the second time, both at the Staff Dinner ceremonies in May.

For the Staff/Administrator award, all regular full- and part-time staff/administrators are eligible, including both classified and administrative employees. For the Faculty award, full- and part-time faculty are eligible. The Spirit Committee will select one award recipient for each category.

If you notice how hard a colleague works and would like for them to be recognized, we encourage you to nominate them using this online form for [staff/administrators](#) and this online form for [faculty](#). The following are some of the ways the employee can demonstrate "spirit" ...

- Goes above and beyond their job description
- Is known for serving others; always willing to help
- Brings out the best in people; known for being collaborative
- Has creative solutions to problems
- Is a valuable team member
- Promotes the goals of their department and the college
- Is a positive and steady presence
- Is always willing to help without the need for fanfare
- Inspires and encourages others
- Fosters a positive work environment

Deadline to submit nominations is Friday, March 17, at 5 p.m. If you have questions, contact Ronnie Blue at vbblue@lccc.edu.

SPRIT & WELLNESS

LCCC Spirit Night at the Phantoms

You are invited to "Spirit Night" at the PPL Center on Saturday, April 1. These are discounted tickets just for LCCC. The Phantoms take on the Hartford Wolf Pack at 7:05 p.m. Please [click here](#) to view the discounted ticket link to purchase your tickets. Make sure you wear your LCCC Spirit Gear!

Sweat 4 Swag

A one hour workout is 4% of your day - no excuses! Join the Sweat 4 Swag punchcard workout program and collect Cougar Swag along the way. See Wellness Center staff for more information.