



ANNOUNCEMENTS	ADMINISTRATIVE UPDATES	REMINDERS	SPIRIT & WELLNESS	COMMITTEE HIGHLIGHTS
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ANNOUNCEMENTS

July 18, 2022

[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 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
[View Previous College Voice Editions](#)

QUICK LINKS

- [July 2022 President's Desk](#)
- [LCCC Employment Openings](#)
- [Events](#)
- [PA Commission for Community Colleges](#)
- ["This Week" Student Newsletter](#)

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. to 5 p.m., Monday through Thursday; 8 a.m. to 5 p.m., Friday.
Lobby Hours
7:30 a.m. to 7 p.m., Monday through Thursday; 8 a.m. to 5 p.m., Friday.

Courier 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 Summer Hours
7:30 a.m. to 8 p.m., Monday through Thursday; 7:30 a.m. to 5 p.m., Friday.

CulinArt Hours
ARC Main Café
Monday-Thursday: 7:30 a.m.-1 p.m. Limited selections available. Closed Fridays. (Closed Aug. 8-19). Catering is available.

[Weekly Menu](#)

The Corner Cafe
Closed for the summer

Wellness Center
9 a.m. to 5 p.m., Monday through Thursday and Friday from 9 a.m. to 4 p.m.

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 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 rlblue@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 to 10:30 a.m.; and Thursdays from 12:30 to 2 p.m., or email kbeltross@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 Mary Decker at mdecker@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, 8 to 9 a.m. or 4 to 5 p.m. Email jrowlands@lccc.edu to schedule a meeting.

Dean Dr. Andrea Gramum-Mosley
Mondays from 1 to 3 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 Craig Koller
Mondays from 10 a.m. to noon. Email CKoller@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.

Join Us for DonutNV this Friday, July 22



Movement Monday, July 18



"Movement is a medicine for creating change in a person's physical, emotional, and mental states." – Carol Welch

Finance Department Notification

Please note that there is a major paper shortage due to surging demand, limited supply, and reductions in production in other countries. It will take time to resupply the industry. The college is experiencing longer lead times to receive paper products due to substantial stock shortage. If you are in need of paper/envelopes, etc. please plan ahead.

Spirit Committee Sponsors Mini Golf Event

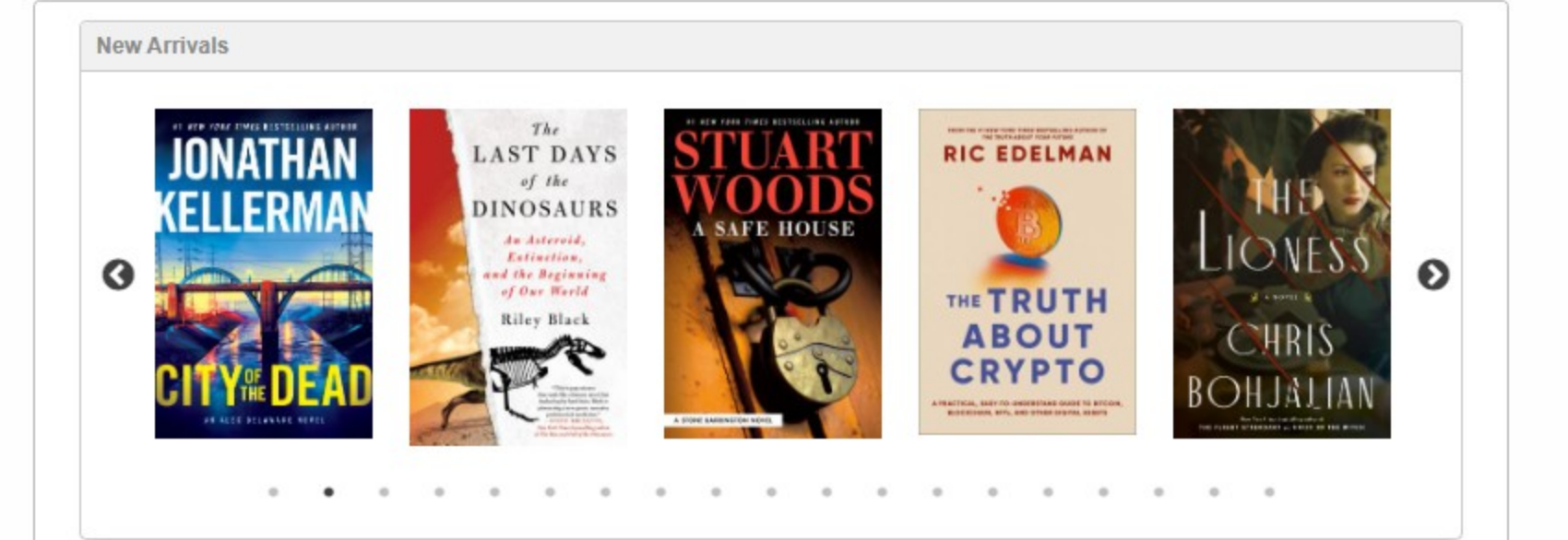


Are you interested in having a fun family night out? Join your friends and their families at Rolling Hills Recreation, 4565 Spring Hill Drive in Schnecksville on Sunday, July 24, anytime between noon until 8 p.m. Tickets are \$8/person, which will get you one round of mini golf and a small ice cream.

Remember to bring your LCCC ID. We hope to see you there!

Rothrock Library - 4 Clicks to a Good Book

- Recent additions to the Rothrock Library collection. Getting your hands on these books is easy as 1-2-3-4.
1. Click on the book image.
 2. Click on "Place a Hold" and select "STUDENT/FACULTY/STAFF"
 3. If prompted, enter your myLCCC portal credentials
 4. Select pickup/delivery options and click "Submit." Questions? Call x1150.



ADMINISTRATIVE UPDATES

Testing Center Hours

The Testing Center at main campus will close at 5 p.m. on Tuesday, July 26; Wednesday, July 27; and Thursday, July 28.

Human Resources News

Click the [see more](#) button for the latest news and updates from LCCC Human Resources

[See more >](#)

Online Learning News

Click the [see more](#) button for the latest news and updates from LCCC Online Learning

[See more >](#)

REMINDERS

Faculty Coaching Available this Summer

Summer is an excellent time to work on syllabi, new course assignments, professional development activities and any projects that you had to put aside during fall and spring because of the heavy workload. Perhaps you are also teaching with one of the summer sessions and desire some interactions with a coach to address classroom management or community building in courses that occur over short periods of time. There are Faculty Coaches who would be happy to collaborate with you this summer.

July 11-August 19:
Dr. Robin Musselman is available for zoom sessions. Please contact her by email at rmusselman@lccc.edu or by completing the [Faculty Coaching Request](#).

We look forward to working with you this summer.

The Faculty Coaches

Nominations Open for 2022 Spirit Awards for 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 Convocation ceremonies in August.

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, July 29, at 5 p.m. If you have questions, contact Ronnie Blue at rlblue@lccc.edu or Corinne Betz at cbetz@lccc.edu.

StART: Online Incident Report Training

StART is LCCC's online reporting system. All submitted reports are viewed by the Associate Dean of Student Development, the Director of Public Safety and the Dean of Student Development, Equity and Inclusion. In general, you will be contacted by the Associate Dean of Student Development, Brian DeLong, when you submit a report. StART's mission is to maintain a healthy, safe environment for all members of the college community. StART is currently utilized for online reporting of possible violations of the LCCC Code of Student Conduct (behavior concern), possible violations of the Academic Honesty Policy (academic dishonesty), injuries that take place during class (course related injury), and Public Safety reports. For more information, review [LCCC's Community Standards webpage](#). If you have questions regarding StART, or to schedule a StART training, please email Brian at bdelong2@lccc.edu.

Volunteer for Musikfest Aug. 11

Looking for a fun way to give back to the Lehigh Valley? The LCCC Center for Civic & Community Engagement encourages you to join us for a fun-filled evening volunteering at Festplatz at Musikfest. We need volunteers to work as soda booth attendants and cash conversion assistants from 5 - 11 p.m on Thursday, Aug. 11.

- What's in it for you?
- Food tickets to use that evening
 - Free T-shirt
 - A chance to connect and have some fun with other staff and graduates
 - Free parking shuttle passes

If you are interested in volunteering, please contact Director of Career Development and Civic Engagement Tina Moyer at cmoyer@lccc.edu or ext. 1136 before July 15.

Increase in Mileage Rate

The IRS announced an increase in the standard mileage rate starting on July 1. Any mileage from Jan. 1-June 30 should be at .585 per mile rate. Any mileage from July 1-Dec. 30 will be at .625 per mile. Please use separate Travel Expense Vouchers for mileage happening prior to June 30 and mileage starting as of July 1. This will ensure that you are paid at the correct rate. If you have any questions, please contact Mary Decker in the Finance Office at ext. 1152.

SPIRIT & WELLNESS

Wellness News You Can Use - July

Please read more health and wellness news in the July issue of Wellness News You Can Use. "The future depends on what you do today." – Mahatma Gandhi

