



The COLLEGE VOICE

Home

August 22, 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 August 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@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 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 Jaschler@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 [Bowen@lccc.edu](mailto: 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, 8 to 9 a.m. or 4 to 5 p.m.
Email jrowlands@lccc.edu to schedule a meeting.

Dean Dr. Andrea Grannum-Mosley
Mondays from 11 to 3 p.m.
Email agrannummosley@lccc.edu to schedule via Hangouts.

Interim Dean Elke Reichardt
Wednesdays from 3 to 5 p.m.
Email Elke.Reichardt@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 JMitchell1@lccc.edu to schedule online meeting.

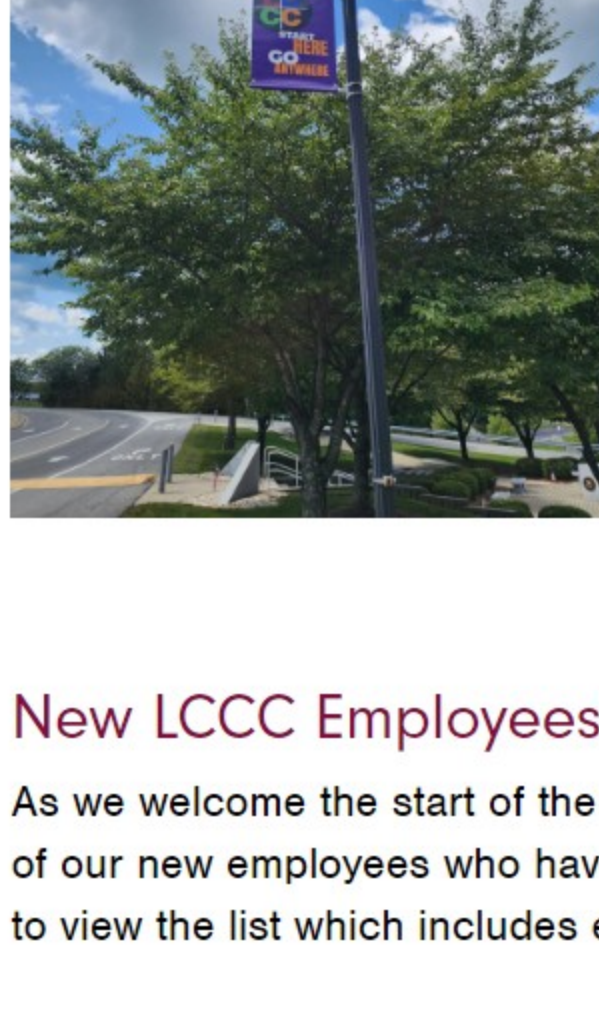
Dean Scott Aquila
Email Saquila@lccc.edu to schedule an online or face-to-face meeting.

ANNOUNCEMENTS

Recording to State of the College Forum Available

Thanks to everyone who attended the Fall 2024 State of the College Forum that featured members of the President's Executive Team. For the people who attended in person, it was great to catch up from the summer. For those who were not able to attend, or who would like to review the morning presentation, the link to the recording is available on the shared drive [here](#).

New Lamp Pole Banners Installed



Prior to the start of the fall semester, new lamp pole banners are being installed on the main campus in Schnecksville and the Tamaqua site, designed to draw attention to campus, bring color to the area and create a collegiate atmosphere. More than 70 banners are being installed on main campus, along the entrance roads, walkways and the interior of campus. Ten banners are being installed in the parking lot at Tamaqua.

The signs feature our slogan, "Start here. Go anywhere," and are in three different color schemes.

New LCCC Employees

As we welcome the start of the 2024-2025 academic year, please welcome all of our new employees who have joined LCCC within the past year. [Click here](#) to view the list which includes employees who received position/title changes.

Wellness Center Fall Hours

Wellness Center fall hours will begin Monday, Aug. 26 through Friday, Dec.13. The Wellness Center will be open this fall for the following hours:

- Mondays-Thursday 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:

- Monday, Sept. 2
- 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.

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 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 Knowbe4. 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 [August edition](#) of the Department of Online Learning Newsletter. This edition includes information about the training programs we offer, including the newest Remote Teaching Certification, starting this week. It also includes a free conference opportunity from Elon University, our training schedule for Conversation week, how to edit your discussion posts since the new redesign, our online learning badge recognition, and some events going on locally to check out this month to relax and unwind. If you have any questions please reach out to 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

Coursedog Training – Curriculum for Faculty



Join us during Welcome Back Week to learn about the new Curriculum Management System, Coursedog. Faculty will learn how to navigate the software including how to find course and program curriculum details, propose changes to the curriculum, as well as see how the system directly impacts the online credit catalog. Click the date below to add to your calendar.

- [Thursday, August 22, 3 – 4:30 p.m.](#) (Zoom)

First Tuesday Coaching Conversation with the Faculty Coaches



September's First Tuesday Coaching Conversation will be held Tuesday, Sept. 3, at 2:30 p.m., and will feature the new and improved Faculty Handbook presented by all of the Faculty Coaches. Over the

summer the Faculty Coaches have improved the Faculty Handbook.

Come join us for a presentation of the LCCC Faculty Handbook and discover why it is such an important tool for you to use. All administration and staff who work with faculty are invited to join as well. We look forward to seeing you there!

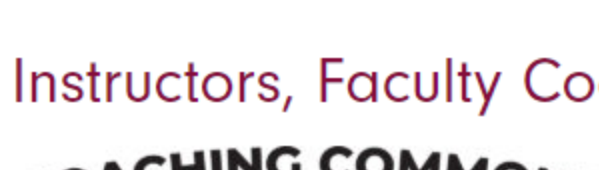
Join the Zoom [here](#).

Innovate for Impact: Apply for the Strategic Innovation Grant to Elevate Our College Community

The Strategic Innovation Grant is designed to encourage faculty and staff innovation to enhance the lives of our students and college community and improve educational delivery. Consideration will be given to progressive, inventive, creative ideas that transform curriculum, college activities, student life, partnerships, and/or support services. Funding is typically available for projects requiring less than \$35,000. The amount awarded may differ from the requested amount, but will not exceed the amount budgeted annually by the college.

For more information including the criteria, deadlines, and the application click [here](#).

Instructors, Faculty Coaches are Here for You



The Faculty Coaches are here for faculty looking to work on course content design, assessments, rubrics, classroom

management, remote course management ideas, or just about anything faculty are

interested in improving or trying for the first time.

To make an appointment with Professors Jennifer Myskowski, Wendy Barron, Karen Wotring, Dr. Betsy Swope, Dr. Melanie Turrano, Dr. Robin Musselman, or Andrew King, please sign up [here](#). Faculty Coach appointments are confidential, tailored just for you, and are available in person or remotely. We look forward to working with you as soon as we can!

LCCC Employees Address Diversity, Equity and Inclusion

Listening to Their Voices: Insights Regarding Diversity, Equity and Inclusion Experiences at LCCC

Sept. 10 from 2 – 3:30 p.m. in ARC 201

Sponsored by Title III: Pathways to Success

Would you like to offer a unique opportunity to your students for Fall 2024? If so, please consider inviting your classes to a panel presentation featuring LCCC employees who wish to share their experiences of DEI at LCCC. The session will highlight opportunities offered and supported at LCCC for DEI engagement. Panel members include: Fred Damon, Anthony Jefferson, Jess Joseph, Tricia Moore, Roxanne Wright-Watson, and Amber Zuber.

*For guidance regarding methods to connect this event to your Fall 2024 syllabus for student participation and learning, please contact Carrie Myers at cfmyers@lccc.edu.

A Call for Social Justice – Interested in Joining this DEI Learning Experience?

LCCC displays a strong commitment to diversity, equity and inclusion, and to support the college's strategic initiative, the DEI training for the LCCC community. A Call for Social Justice, will once again be offered during the Fall 2024 semester. Faculty members should plan to complete 2-3 hours reading and multimedia sources weekly, and brief written reflections, which aim to foster an individualized learning experience within the Canvas platform. For more information, please contact Carrie Myers at cfmyers@lccc.edu by Aug. 26 to begin the program the first week of September.

Multi-Factor Authentication (MFA) for Students



Starting this fall semester, all students will be required to use Okta Verify for MFA when accessing College resources that require your LCCC identity credentials, such as Portal, Canvas, or Student Self-Service. The Okta Verify App can be downloaded directly from your mobile app store in advance.

[Okta Verify on the App Store](#)

[Okta Verify on Google Play](#)

[Click here](#) for more information on how to enroll in Okta Verify.

Donley Center Facade Repair and Roof Replacement

Through March 2025, the Donley Center will undergo a project to repair and recoat the entire facade of the building and the replacement of both roofs by Boyle Construction as the general contractor. This project will entail the use of cranes and scaffolding on the exterior of the building, but will not affect the overall business or educational operations. Please be patient through the process and understand there may be instances where our flexibility will be required for successful and timely completion of this much-needed project.

SPIRIT & WELLNESS

LCCC Spirit Night at the LV Iron Pigs

The LCCC Spirit Committee invites you to attend LCCC Night at the LV Iron Pigs on Friday, Sept. 20 at 7:05 p.m. when the Pigs will take on the Worcester Red Sox. Seats are in section 105 and tickets cost \$12.00 per person which includes a \$2.00 food and beverage voucher. Show your LCCC Spirit by wearing your LCCC swag and be placed in drawing for a raffle basket. Click [here](#) for tickets. RSVP by Friday, Sept. 6.

Spirit Committee Upcoming Events

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

September

- Spirit Day: Band Tees – Wednesday, Sept. 4
- Iron Pigs Game – Friday, Sept. 20
- Caramel Apple Day – Thursday, Sept. 26

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



Lehigh Carbon Community College
4525 Education Park Drive
Schnecksville, PA 18078
610-799-2121

News
Events
Bookstore
Accessibility Statement
Contact Us

Weather Alerts
Policies & Procedures
Right To Know
Nondiscrimination
Employment
Student Consumer Information
Sitemap

Join the Conversation
[X](#) [f](#) [in](#) [d](#) [@](#)