

The power has been restored to LCCC main campus in Schnecksville. All in-person classes that start at 12:45 and later will be held as scheduled. Classes online and at Donley, Morgan and Airport continue as normal. Berrier Hall and Library are closed. Staff report at noon.

myLCCC Course Search Library Request Information APPLY NOW

Lehigh Carbon COMMUNITY COLLEGE Academics Admissions Student Experience Full Menu



Home

August 26, 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 at tbean@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 at rblue@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 lverta@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 Marie Bowen at mbowen@lccc.edu to schedule an online meeting.
- Deans 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 Granum-Mosley**
Mondays from 1 to 3 p.m.
Email agranumm@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**
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

Spirit Committee Offers Welcome Back Goodies

The Spirit Committee is excited to offer all of our faculty, staff and administrators a welcome back goodie. These items will be available at the front desk at the Donley Center, mailroom at the Morgan Center and in Human Resources (SSC 106) on main campus. We encourage everyone to stop by in the next two weeks to pick out their favorite item. The Spirit Committee wishes everyone a remarkable and successful semester.

Kickstart Spring 2024 with Vision: Join Career Development and Create a Vision Board

The Career Development team invites you to kick off the fall 2024 semester with a creative and inspiring event! Join us in SSC 004 from Aug. 26-29, between 10 a.m. and 2 p.m., as we create vision boards together.

Vision boards are a fantastic way to stay motivated, set clear goals, and visualize your path to success. This event is open to students, staff, and faculty and offers a great opportunity to connect and start the semester with a positive mindset.

Don't miss out on this chance to engage in a productive and enjoyable activity. For any questions, please reach out to Kescha Bell-Ross, Director of Career Development & Civic Engagement, at kbellross@lccc.edu.

We look forward to seeing you there!

September Wellness Center Challenge

Our September Wellness Center Challenge will be "Commitment to Exercise." The challenge is open to all faculty and staff. Beginning Tuesday, Sept. 3 through Monday, Sept. 30, log at least 30 minutes every day and earn an LCCC Swag Pack. Participants must sign-up by Sept. 3 to participate. Award winners will be notified via LCCC email on Tuesday, Oct. 1. [Click here](#) for additional information.

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 the LCCC portal under Faculty/Staff Resources and then following the prompts.

In addition to filing a report, if the circumstances also include a threat of violence or harm to a member of the college community, you should also report that immediately to Public Safety by calling 610 799-1169 as soon as possible. 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, email Associate Dean of Student Development Brian DeLong at bdelong2@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 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 to you 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 Convocation 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

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 those who attended in person, it was great to catch up from the summer. For people 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



For 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.

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 Turran, 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, Andrew 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 cmyers@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. Participants 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 cmyers@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 at 7:05 p.m. 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.

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.

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.