

ANNOUNCEMENTS	ADMINISTRATIVE UPDATES	REMINDERS	SPIRIT & WELLNESS	COMMITTEE HIGHLIGHTS
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ANNOUNCEMENTS

June 6, 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

- [June 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 6 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.

CutinArt 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 6 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 rblue@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 lborros@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 Gramnum-Mosley
Mondays from 1 to 3 p.m. Email agramnummosley@lccc.edu to schedule via Hangouts.

Interim Dean Eike 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.

LCCC Holds Summer Application Days

Students interested in taking classes at Lehigh Carbon Community College this fall but who need to finish the process will have the opportunity to tie up loose ends at Summer Application Days set for Wednesday, July 13, and Wednesday, Aug. 10. Prospective students can stop by the following: 10 a.m. and 2 p.m. in the Student Union on the main Schnecksville campus and get assistance with the below:

- Complete their LCCC application for Fall 2022
- Have transcript(s) reviewed by an admissions representative to determine if placement testing is required. (Bring unofficial copies with you.)
- Register for remote or in-person placement testing or complete necessary testing on site
- Register for an upcoming New Student Orientation, Advising, and Registration (NSOAR)
- Speak with admissions and financial aid representatives
- Tour campus

The Summer Application Days event is designed to help students complete their next steps towards enrollment at LCCC with ease. Applicants who have completed placement testing and/or orientation would not need to attend.

Students should register online for a specific time slot for either the **July 13** or **Aug. 10** session.

For those who need additional information or who have questions, contact the LCCC Office of Admissions at admissions@lccc.edu or 610-799-1575.

May's Community of Wellness and Belonging Walking Challenge

The first Walking Challenge in May sponsored by the Spirit Committee was a great success. Thanks to everyone who participated.

- Individuals:
- Lauren Falgout
 - Cheryl Fisher
 - Andrea Gramnum Mosley
 - Ginny Hertzog
 - Karen Ladley
 - Jonathan Paulk
 - Rachel Peters
 - Tiffany Rehrig-Schaeffer
 - Fae Schrack
 - Michael Spinks
 - Cindy Terry
 - Abdelkader Touli
 - Erin Vermeulen
 - Amber Zuber

- Teams:
- Dashing Dames – Kathy Baker, Ronnie Blue, Elizabeth Rivera, Silvia Vargas
 - HOLY Walkamoles – Tina Dowling-Hackett, Linda Baker, Jane Wilchak, Jill Yapsuga, Justin Brosious, Mike Busch
 - Merry Marys – Scott Aquila, James Ayrtun, Eric Bottge, Mary Kovalchick, Mary Roesch, Greg Bott
 - The Girl Gang – Callie Clayton, Fauzia Graham, Laura Doherty, Vanessa Ramirez-Rivera, Marissa Cecere
 - The Matheletes – David Yerger, Maureen Maikner
 - Walking Wonder – Tracy Bean and Cindy Haney

Altogether, we walked a total of 7,309,354 steps, which equals about 3,655 miles or the distance from Main Campus to British Columbia, Canada! Congratulations to all of the participants.

Even though we are all winners, here are the top results:

- 1st place individual is **Lauren Falgout** with 330,966 steps which averages to 10,676 steps per day.
- 2nd place individual is Amber Zuber with 301,937 steps which averages to 9,739 steps per day.
- 3rd place individual is Erin Vermeulen with 300,095 steps which averages to 9,680 steps per day.

- Top winning team (by average) is **The Girl Gang** with an average of 219,687 steps and overall 1,098,436 total steps.
- 2nd place team is The Matheletes with an average of 214,916 steps
- 3rd place team is the HOLY Walkamoles with an average of 208,740 steps.

The first-place winners will receive a \$25 gas card. Those in second and third place will win a t-shirt. Stop in at SSC 104 to get your shirt and gift cards.

Thank you to all who participated. Keep on walking, don't stop! We'll be doing this again in the fall.

Library Lists Pride Month Resources

The LCCC Library has created a **Pride Month LibGuide** with excellent resources. We encourage all to use and share this guide. Thanks to librarian Gwen Barrows for creating this great resource.

Passes to Schnecksville Fair

We have four daily passes to the **Schnecksville Community Fair**, July 21-25, and will give two tickets to the first two people who send an email to collegerelations@lccc.edu. Please use "Fair Tickets" in the subject line. This is a true community event, with food contests, animal competitions, rides, antique tractor parade, food and more.

Let's Go Back to the 60's for the Employee Summer Fun Picnic

Please join us for the annual picnic

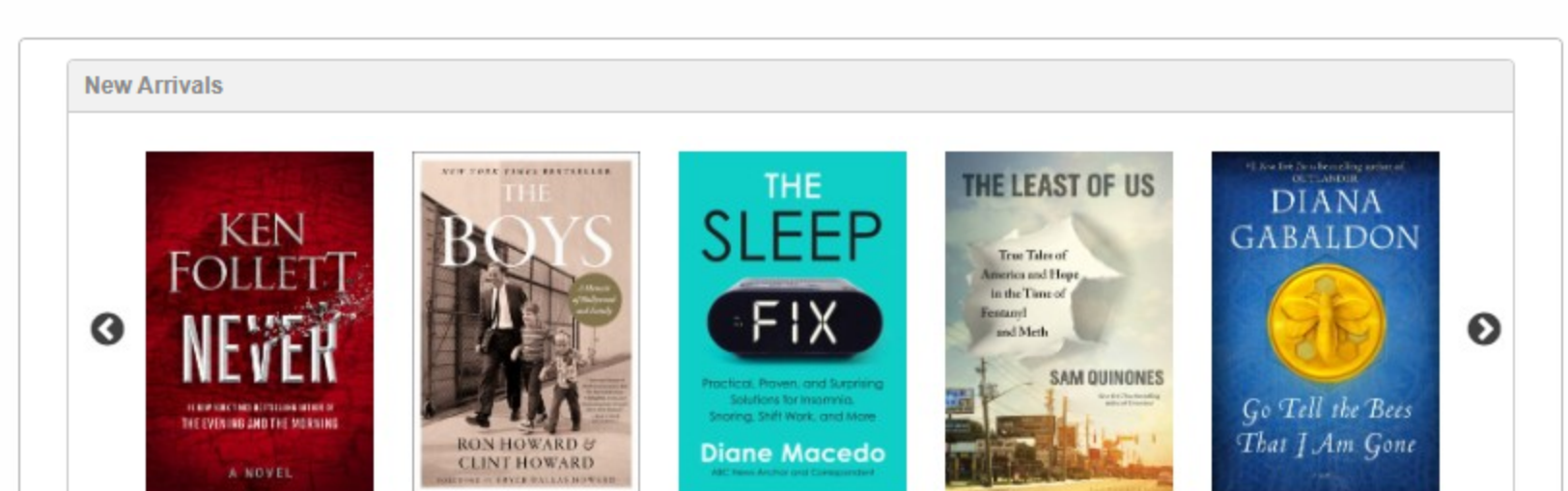
RSVP's are required by [selecting this link](#). Please respond before 5 p.m. on Tuesday, June 14.



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

U.S Postal Service Increase

The United States Postal Service® filed notice with the Postal Regulatory Commission (PRC) of price changes to take effect July 10, 2022. The new prices, if favorably reviewed, include a two-cent increase in the price of a First-Class Mail Forever stamp from 58 cents to 60 cents.

Employee Travel

As more opportunities arise for employees to travel for professional development, training purposes or to conduct college business, please become familiar with LCCC's travel policy and forms. This information is found under **Faculty and Staff Resources/Finance/Travel and Employee Reimbursement**. All policies and regulations need to be followed and proper authorized signatures are required. Receipts should be attached to form prior to submission to the Finance Office. Please contact mdecker@lccc.edu if you have any questions.

Finance Office Year End Deadlines

Please note the following deadlines from the Finance Office for the end of fiscal year 2021-22.

- May 13 - Grant purchase requisitions
- May 27 - College purchase requisitions
- June 15 - Last day for FY21/22 credit card and W.B. Mason purchases
- June 20 - Petty cash and travel reimbursements – Allentown and Tamaqua sites
- June 20 - Student stipends
- June 24 - Last day to submit:
 - Duplicating jobs
 - Petty cash reimbursement – Main Campus
 - Travel reimbursement – Main Campus
- June 30 - All FY21/22 goods and services "received"
- July 1 - All Accounts Payable invoices must be approved and submitted to the Finance Office
- July 7 - Final FY21/22 Accounts Payable check run

June 23 - Final FY21/22 payroll pay date – contracted staff

July 7 - Final FY21/22 payroll pay date – timecard staff (paydays of June 19-30)

Human Resources News

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

[See more >](#)

Online Learning News

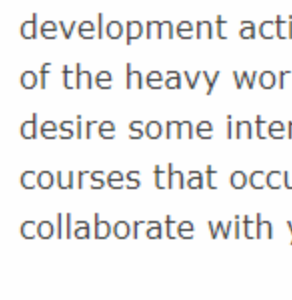
Click the [see more](#) button for the latest news and updates from LCCC Online Learning

[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 during 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.



May 23-July 8:
Professor Jennifer Myskowski is available for zoom or in-person sessions. Please contact her by email at jmyskowski@lccc.edu or by completing the **Faculty Coaching Request**.



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



Volunteers needed for the LCCC Foundation Clay Shoot

We are seeking volunteers for the annual LCCC Foundation Clay Shoot on Friday, June 17. There are many opportunities to assist with at the event. Please email Jane Wilchak at jwilchak@lccc.edu to find out how you can be a part of this unique event!

StART: Online Incident Report Training

StART is LCCC's online reporting system. All submitted reports are viewed by the Director of Counseling and Community Standards, the Director of Public Safety and the Dean of Student Development, Equity and Inclusion. In general, you will be contacted by Brian DeLong, the Director of Counseling and Community Standards, 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 violations of the Code of Student Conduct (behavior concern), 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**. If you have questions regarding StART or to schedule a StART training, please email Brian at bdelong2@lccc.edu.

SPIRIT & WELLNESS

Wellness News You Can Use - June

Please read more Health and Wellness News in the **June** issue of Wellness News You Can Use. "I think that age as a number is not nearly as important as health. You can be in poor health and be pretty miserable at 40 or 50. If you're in good health, you can enjoy things into your 80s." - Bob Barker

