Submit Your College Voice News Here

May 12, 2022

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

April 2022 President's Desk

LCCC Employment Openings

Events

PA Commission for Community Colleges

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.

Service Window Hours 8 a.m. to 6 p.m., Monday through Thursday; 8 a.m. to 5 p.m., Friday. **Lobby Hours**

Duplicating Center and Mail Room

WORKING @ LCCC

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.

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

available. Fryer will be open. Weekly Menu The Corner Cafe

Friday. CLOSED: Thursday, April 28.

a.m., Tuesday and Thursday; Closed

meeting.

meeting.

VP Stefanie Nester

to schedule online meeting.

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

VP Cindy Haney

at vblue@lccc.edu to schedule a Hangouts

1st and 3rd Mondays from 4 to 5 p.m. and 2nd and 4th Thursdays from 4 to 5 p.m. Email Ronnie Blue

VP Larissa Verta Access virtual office hours on Mondays from 3 to 5 p.m.; Tuesdays from 9:30 10:30 a.m.; and Thursdays from 12:30 to 2 p.m., or email kbellross@lccc.edu to arrange a scheduled

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

1st and 3rd Thursdays from 10 to 11 a.m. and 2nd

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 1 to 3 p.m. Email agrannummosley@lccc.edu to schedule via Hangouts. Interim Dean Eike Reichardt

Wednesdays from 3 to 5 p.m. Email

CIO Joshua Mitchell

face-to-face meeting.

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.

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

Please join us via Zoom beginning at 4 p.m. today for the 2022 Virtual Faculty/Staff Recognition Event.

ANNOUNCEMENTS

Recognized faculty and staff can stop by the CSC Ballroom (203/205) tomorrow, Friday, May 13, between 12:00 -1:30 p.m. to pick up their awards.

Virtual Faculty/Staff Recognition Event Today!

May's Community of Wellness and Belonging Walking Challenge

There are a total of 39 participants - 15 individuals and 6 teams

For the week ending May 9, here are the numbers: Individual participants walked a total number of 737,255 steps

Team participants walked a total number of 1,266,358 steps

Update for the May Walking Challenge

Top individual is Lauren Falgout with 91,599 steps. Go Lauren!

Top team (by their average) is The Girl Gang with an average of 63,764 steps. Go The Girl Gang! Encourage

Collegiate Award of Distinction Call for Nominations

CRITERIA Details are in the accompanying graphic. Attached is a Recipient must have contributed to the vitality of Lehigh Carbon Community College



list of past recipients. The deadline for submitting nominations is Friday, June 17.



television and was president of the Film Club during his studies at Northampton Community College. Josh has a love for Science Fiction and is a Trekker at heart. One cool thing you may not know about Josh is that he has been on an incredible weight loss journey and, to date, has lost 180 lbs and feels fantastic. Live long and prosper, Josh!

Getting chatty with...Josh Horowitz. Josh is an IT Support

Specialist and has been at LCCC since July 2012. He is an

avid fan of television and movies and enjoys film analysis. He

also has an appreciation for the technical aspects of film and

Location: Outdoor classrooms pavilions located next to the CSC and Berrier Hall

Staff at the sites can sign up to attend the picnic at Donley or Morgan. If you sign up to attend at the sites, the

outdoor games for those who would like to play plus music provided by WXLV Radio.

Remote tutoring appointments are booked online by students. LCCC tutors meet virtually through GoBoard or

portal. Welcome to Tutoring Services at LCCC

For questions about tutoring, please call the Educational Support Center at 610-799-1156.

Zoom. Book up to 2 non-consecutive appointments a day for tutoring in the same course.

Smarthinking online tutoring is a 24/7 service free to students. Professional tutors provide both synchronous and asynchronous tutoring. Smarthinking may be accessed by clicking the link on the Tutoring homepage in the

photo ID will be required.

order.

(walk in), so no appointments are needed.

Cougar Camp Cougar Camp is back!

Any future Cougars interested in learning the fundamentals of basketball, baseball, volleyball, soccer, and golf can sign up here. Any questions, contact MaryAnn Rush Wallace, mrushwallace@lccc.edu

May 12, from 10 a.m. -2 p.m.

Bookstore Pop Up Shops Donley and Morgan

You can also come to the main campus bookstore during normal business hours to check in your rentals. If you can't make it during business hours, there is a rental drop box located outside the two entrances. Don't forget to bring the books you purchased at the beginning of the semester to see if you can get cash back. A

Spring textbook rentals are due Saturday, May 14. Bookstore staff will be at the Morgan Center on Thursday,

Hours for the bookstore: Monday - Thursday: 9 a.m. - 6 p.m. Friday: 9 a.m.- 1 p.m. Saturday: 10 a.m. - 2 p.m.

If you have any questions, please email bookstore@lccc.edu Are You Submitting an Incomplete Grade for the Spring 2022 Semester?

students and enroll them in the Incomplete Grade Recovery Session that will take place during Summer Session

If you are assigning an incomplete (I) grade for the Spring 2022 semester, you can communicate with your

I, which runs May 16 to June 24. Upon enrollment, your students will be assigned a recovery coach who will communicate with you and your students to recover the incomplete work before the Fall 2022 semester begins.

In order to enroll your students, please complete the incomplete grade recovery session enrollment form. It is imperative that you fill this form out completely so the process can begin. All questions can be directed to Melanie A. Turrano, professor of English and Recovery Coach Coordinator, at mturrano@lccc.edu.

Culinart Summer Hours Summer Schedule Starts on Thursday, May 12. Main Cafeteria will be open Monday to Thursday 7:30 a.m. - 1 p.m., Friday CLOSED Limited Selections available. Corner Cafe CLOSED The Main Cafeteria will be CLOSED the week of August 8 and the week of August 15. Catering will be available during the summer months. Please inquire for availability before placing a catering

Due to conflicting schedules, please see the modified hours of

STRONGER

THINK

and How to See Past Then

See more >

See more >

operation for the Wellness Center.

Adjusted Wellness Center Hours: (until 5/13/22) We will be <u>closed</u> Wednesday 5/11. We will be closing at 5 PM

on Thursday 5/5 and 5/12. Thank you for your understanding. -Wellness Center Staff

TRAVELS

GEORGE

NATHANIEL PHILBRICK

June 24 - Last day to submit:

Human Resources News

Online Learning News

Restroom Updates Scheduled

Mindfulness on the Spot

helping to clean out your mailbox.

Retirement Celebration

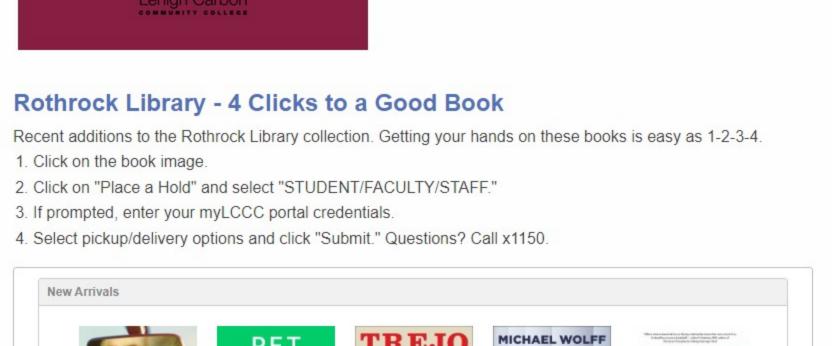
Thank you!

Duplicating jobs

MARK L. CUSHING

0

Adjusted Wellness Center Hours



ADMINISTRATIVE UPDATES 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 Tamagua sites June 20 - Student stipends

DANNY TREJO

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)

Click the see more button for the latest news and updates from LCCC Human Resources

Click the see more button for the latest news and updates from LCCC Online Learning

REMINDERS

hose bibs, foot door-openers and hand-dryers in ADA restrooms. Throughout the project, individual restrooms will be closed for a day or two for the work to be completed. Restrooms on other floors and buildings will be available for use when others are closed. The inconvenience should be minor and only last for a day at a time per restroom.

Beginning the week of May 9 and continuing through July, work will be conducted to install touchless fixtures into

Discover the benefits of mindfulness over your lunch hour. Preferred EAP is offering a streamlined introduction to mindfulness meditation especially for the busy executive, teacher, employee or anyone who has only a little time to spare. This free 45-minute online session is scheduled for 12 -1 p.m., Wednesday, May 25, and includes an

overview and professionally led meditation exercise. It's easy to slip into your day. Click here to register.

restrooms on the Schnecksville campus. The project includes installation of motion lighting, touchless faucets,

End of Semester Mail Pick Up Just a reminder to all faculty and staff to pick up uncollected mail from the Mail Center as the Spring 2022 semester comes to an end. If you are unable to stop down to SSC 5 to check your mailbox you can contact the

Join us on Friday, May 13, to celebrate the upcoming retirements of three longstanding LCCC faculty - Holly Morris, Mary Rasley, and Richard Warner. The celebration will be held in ARC 201 from 2 - 3:30 p.m. Please stop by to share well wishes with Holly, Mary, and Richard.

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 the Director of Counseling and Community Standards (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 violations of the LCCC 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 Code of

Student Conduct. If you have questions regarding StART or to schedule a StART training, please email Brian at

Mail Center at 610-799-1119 or email duplicating@lccc.edu and they will be more than happy to assist you in

bdelong2@lccc.edu. **MOAB Training**

StART: Online Incident Report Training

managing violent and aggressive behavior both in and out of the workplace. It is strongly recommended that you attend the training if you have not already. The following session is available: 9 a.m.-12 p.m. Friday, June 10, CSC Ballroom, room 203 To register, fill out the form **online**. Please contact Ashley Gonzalez, Brian DeLong or Donna Williams with questions.

It is time to begin planning for Fall 2022 academic software updates and changes. Please review the

current Academic Software list on Google Drive. If changes are required, please complete the Academic

The college's Department of Public Safety will be conducting Management of Aggressive Behavior (MOAB) training this spring. MOAB training presents principles, techniques and skills for recognizing, reducing and

SPIRIT & WELLNESS

Fall 2022 Academic Software Requests

Software request form. Deadline to submit requests is May 20.

Wellness News You Can Use - May Please read more health and wellness news in the May issue of Wellness News You Can Use. "The groundwork of all happiness is health" - James Leigh Hunt

Stay home, stay fit! Join our virtual wellness classes!

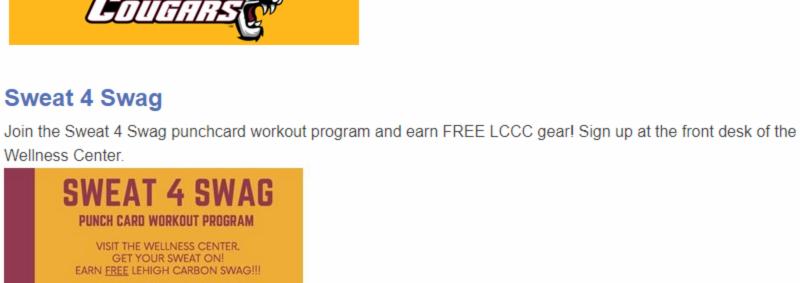
Dance Cardio, Mondays @ 5:15 PM Pilates, Wednesdays @ 5:15 PM

Virtual Wellness Classes

Virtual Wellness Classes

Yoga, Fridays @ 12:30 PM

Virtual via Zoom



FOR EVERY VISIT, GET YOUR CARD PUNCHED IN ORDER TO EARN YOUR SWAD! SWEAT 4 SWAD REWARDS (ALL REWARDS ARE EXCLUSIVE TO THE WELLNESS CENTER)



Captured by FireShot Pro: 12 May 2022, 09:55:17 https://getfireshot.com

Altogether the participants walked a total of 2,003,613 steps or about 1,001 miles!

(Note that last week the top individual was incorrectly stated and it should have been Erin Vermeulen with 14,061 steps!)

everyone to walk!

CALL FOR NOMINATIONS The college community is invited to nominate an individual for consideration of this year's LCCC Collegiate Award of Distinction. The recipient will be AWARD of DISTINCTION determined by the Board of Trustees later this summer.

 Current LCCC employees/members of the Board of Trustees are not eligible. Examples of individuals who might receive the award include, but are not limited A member of Congress who has sponsored legislation especially helpful to community colleges; A community leader who has assisted in developing a new educati ations may be made by any resident of the LCCC sponsoring school districts The LCCC Board of Trustees will select the award recipient **DEADLINE: FRIDAY, JUNE 17, 2022**

Nominations should be submitted in letter form with a brief statement of the rationale for the nomination to the Office of the President. Send to the Office of the President, 4525 Education Park Drive, Schnecksville, Pa., 18078 OR email: lcccpresoffice@lccc.edu

Library Summer Hours Monday-Thursday: 7:30 a.m.-2:30 p.m. Grill open 8 a.m.-1:30 p.m. Fryer open all day. Friday: 7:30 a.m.-1 p.m. Grill closed and limited selection 8 a.m.-1:30 p.m., Monday and Wednesday; 8-10

Let's Go Back to the 60's for the Employee Summer Fun Picnic Please join us for the annual picnic set for:

Date: Wednesday, June 22 Time: 11:30 a.m. to 1:30 p.m. Rain Location: Cafeteria site director will contact you about food selections. RSVP's are required by selecting this link. Please respond before 5:00 p.m., Tuesday, June 14.

Dress in your favorite 60's garb! Take pictures with your colleagues! On main campus, there will be a variety of Summer 2022 Tutoring The College offers free tutoring to enrolled LCCC students in a variety of subjects. Face-to-Face tutoring is available at the Schnecksville Campus during Summer Sessions I and II. Labs are open