



ANNOUNCEMENTS	ADMINISTRATIVE UPDATES	REMINDERS	SPIRIT & WELLNESS	COMMITTEE HIGHLIGHTS
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ANNOUNCEMENTS

October 31, 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 current and accurate.
Thank you, Office of College Relations
View Previous College Voice Editions
QUICK LINKS
October 2022 President's Desk
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
Adademic 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. - 6 p.m., Monday through Thursday; 8 a.m. - 5 p.m., Friday. Lobby Hours 7:30 a.m. - 7 p.m., Monday through Thursday; 8 a.m. - 6 p.m., Friday. Courier services Monday through Friday to all sites.
Bookstore Hours Monday-Thursday: 9 a.m.-4 p.m.; Friday: 9 a.m.-1 p.m.; Saturday and Sunday: CLOSED. Library Fall Hours 7:30 a.m. - 9:45 p.m., Monday through Thursday; 7:30 a.m. - 6 p.m., Friday.
Culinar Arts Hours ARC Main Cafe Monday-Thursday: 7:30 a.m. - 2:30 p.m. Grill open from 8 a.m. - 2 p.m. Payer items available until 2:30 p.m. Closed Fridays. Catering is available.
Weekly Menu
The Corner Cafe Open 8 a.m. - 1:30 p.m. Monday to Thursday, Open 8 a.m. - 1 p.m. on Friday
Wellness Center 9 a.m. - 6 p.m., Monday through Thursday and Friday from 9 a.m. - 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 Dr. Cindy Manney 1st and 3rd Mondays from 4 to 6 p.m. and 2nd and 4th Thursdays from 4 to 6 p.m. Email RennieBlue@lccc.edu to schedule a Hangouts meeting. VP Larissa Verta Access virtual office hours on Mondays from 3 to 6 p.m.; Tuesdays from 9:30 to 10:30 a.m.; and Thursdays from 12:00 to 2 p.m. or email kbell@lccc.edu to arrange a scheduled meeting. VP Stefano 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 6 p.m. Email PHeim@lccc.edu to schedule an 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 Gramann-Mosley Mondays from 1 to 3 p.m. Email agramannmosley@lccc.edu to schedule a meeting via Hangouts. Interim Dean Eike Reichardt Wednesdays from 1 to 6 p.m. Email EReichardt@lccc.edu to schedule an online meeting. Dean Dr. Kelly Trahan Mondays from 3 to 6 p.m. Email KTrahan@lccc.edu to schedule an online meeting. CIO Joshua Mitchell Thursdays from 11 a.m. to noon. Email jtmitchell@lccc.edu to schedule an online meeting. Dean Scott Aquila Email Saquila@lccc.edu to schedule an online or face-to-face meeting.

Mid-Year Update from Dr. Ann Bieber

I am honored to share with the campus community the 2022-2023 Mid-Year Update that details the college's many accomplishments. Again, the team at LCCC continues to deliver high quality classes, serve our students and partner with the community.

I know you join me in the satisfaction of how we at LCCC are impacting the lives of students. I thank everyone for your hard work and dedication to LCCC and our students.

Honors College Guest Lecture Set for Nov. 9

The campus community is invited to the Honors College's Drs. Adele and Richard Ziemer Lecture on Wednesday, Nov. 9, from 2:30 to 3:45 p.m. in the Alumni Center. Wazmiah Osman will present "Beyond the Veil: Making Sense of Women's Rights and Social Movements in Afghanistan and Iran."

Wazmiah Osman is an Afghan-American filmmaker and associate professor in media studies and production at Temple University. She is the author of Television and the Afghan Culture Wars: Brought to You by Foreigners, Warlords, and Activists (University of Illinois Press, 2020). She is also the co-director of Postcards from Tora Bora (Documentary Educational Resources, 2007) and the co-author of the forthcoming Afghanistan: A Very Short Introduction (Oxford University, forthcoming). She has appeared as a commentator on Democracy Now, NPR, and Al Jazeera and works with community and activist groups.

This lecture can be viewed live in Alumni Center or can be accessed using the Zoom link.

New Public Safety Officers Hired

The college has contracted with Allied Universal to hire two additional full-time security guards to assist with patrolling on the main campus in Schnecksville. These public safety officers will be wearing Allied uniforms. The officers will work Monday through Friday on the 8 a.m. to 4 p.m. shift and the 12 to 8 p.m. shift. This hybrid approach to public safety will allow the college to utilize part-time officers to fill in the gaps at the sites, where it has been a challenge to employ part-time officers. Both of the Allied officers will be dedicated to LCCC, not alternating with different people. The one-year contract will begin when background clearances are completed. These officers will serve in the same capacity as LCCC security officers.

ASD Students Have Debt-Free Pathway to Associate Degree Thanks to Grant



At a news conference on Thursday, Lehigh Carbon Community College and PA Senator Pat Browne announced the awarding of a \$106,000 grant to support a collaboration between LCCC and the Allentown School District (ASD). These funds come from a grant obtained by Senator Browne through the 2022-23 budget process.

The Tuition- and Debt-Free College Pathway Initiative will provide an opportunity for 25 at-promise ASD Early College students to earn an associate degree from LCCC without incurring debt.

Incurring the cost of a college education. In combination with additional sources, these funds will pay for tuition, as well as a \$500 textbook allowance for two years. Participating students who complete their degree at LCCC can then transfer to a college or university to complete their bachelor's degree. This pathway is streamlined through the 600+ articulation agreements LCCC has with 63 colleges and universities in Pennsylvania and nationwide.

ASD Early College students earning their high school diploma and college degree simultaneously are eligible for this pathway scholarship. Full-time students will start at LCCC in fall 2023 and are expected to complete their associate degree by the end of academic year 2025-26.

"This partnership is an example of the college's commitment to student success, creating an innovative pathway for students to earn their high school diploma and associate's degree without incurring debt," says LCCC President Dr. Ann D. Bieber. "ASD students will be able to fully realize their dreams of a college education."

"A skilled and talented workforce continues to be the bedrock of the American economy," Senator Browne said. "This program will help to ensure that our students have new pathways to obtain a high-quality education which will put them on the path to success. I want to thank LCCC for their commitment to the students of Allentown and for providing these outstanding opportunities."

Students and families interested in the pathway initiative can contact LCCC Office of High School Connections at dualenrollment@lccc.edu.

Photo, from left to right: Jennifer Ramos, ASD Deputy Superintendent; Dr. Robert Robinson, ASD Chief of Culture, Equity and Advancement; LCCC President Dr. Ann D. Bieber; PA Senator Pat Browne; Dr. Brandy M. Sawyer, ASD Executive Director of Curriculum and Educator Supports; Dr. Michael Q. Roth, ASD Chief Academic Officer; and Dan Knorr, Bloomsburg University Director of External and Government Relations.

Basket Raffle Winners



And the Basket Raffle winners are...
Jennifer Urkin – Urban Table
Scott Aquila – Travel Pack
Dr. Ann Bieber – Sir Snacks A Lot
Kelsie Henny – Mexican Fiesta
Anthony Filiziani – Commuter Basket
Ella Tahan – Lottery Basket
Kelcie Henry – Tea for Two
Deb Condon – Winter's Night

Ella Marsh – For the Birds
Katie Schmidt – Fire Bowl
Fae Schraak – Morgan's Restaurant
June Rogers – Date Night
Danny Mellin – Movie Night
Mary Decker – Gift Cards
Ronnie Blue – Urban Table

We raised over \$1,700 in support of the LCCC Cougar Cabinet Food Pantry. Thank you to all of the staff/faculty and departments who contributed a basket.

Congratulations to the Rotroch Library for having the most creative basket and the largest number of tickets. Your team wins the pizza party.

Friday, Nov. 4, is Spirit Day

The first Friday of each month is Spirit Day! Our next Spirit Day is **Friday, Nov. 4**. It's **"Wear your LCCC swag day."** So get in the spirit and wear clothes with LCCC on them!

Veterans Appreciation Week



LCCC will honor veterans with several events during Veterans Appreciation Week, Nov. 7-12 on the main campus in Schnecksville. Check out the attached flyer for all of the scheduled events and details. The week of celebrations will conclude with the 5K Ruck 'n' Run/Walk starting at 9 a.m., Saturday, Nov. 12, at Bicentennial Park West in Bethlehem. Lehigh Valley colleges, universities, businesses and community members are coming together to honor veterans. Proceeds benefit Victory House of the Lehigh Valley. Information and to register.

Diversity Networking Event



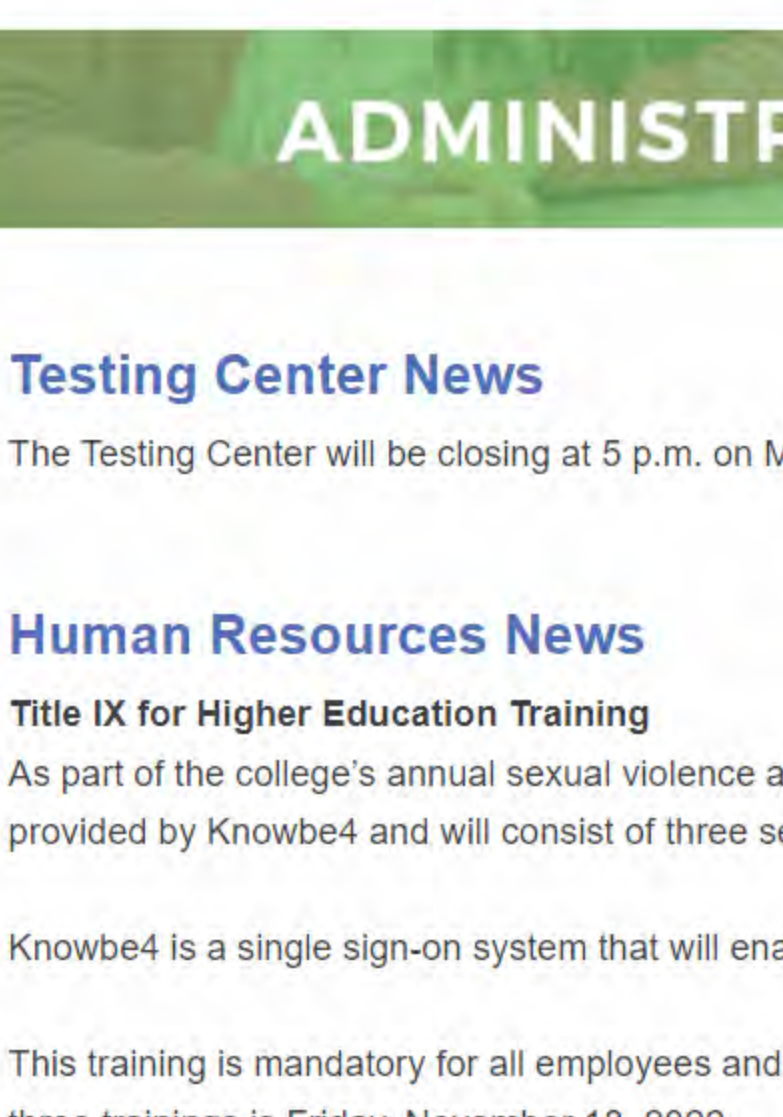
Join First Year Experience and Student Engagement & Inclusion for our Diversity Networking Event. Come mingle and eat with other staff, faculty, students and alumni, as well as hear from our panelists about their journey to personal and professional success. Open to all - students, staff, faculty and administration. We look forward to seeing you there! **RSVP to the event by Nov. 3.**

Governor Appointment to the Pennsylvania Rehabilitation Council

Michelle PaRc has been appointed by Governor Tom Wolf to the **Pennsylvania Rehabilitation Council** (PaRC). PaRC is a statewide citizens group created to advise the Pennsylvania Office of Vocational Rehabilitation (OVR) about how well its programs and services match the needs of people with disabilities. The mission of the council is to inform and advise the Office of Vocational Rehabilitation, the State Board of Vocational Rehabilitation, the Legislature and the Governor on the diverse issues affecting employment of people with disabilities.

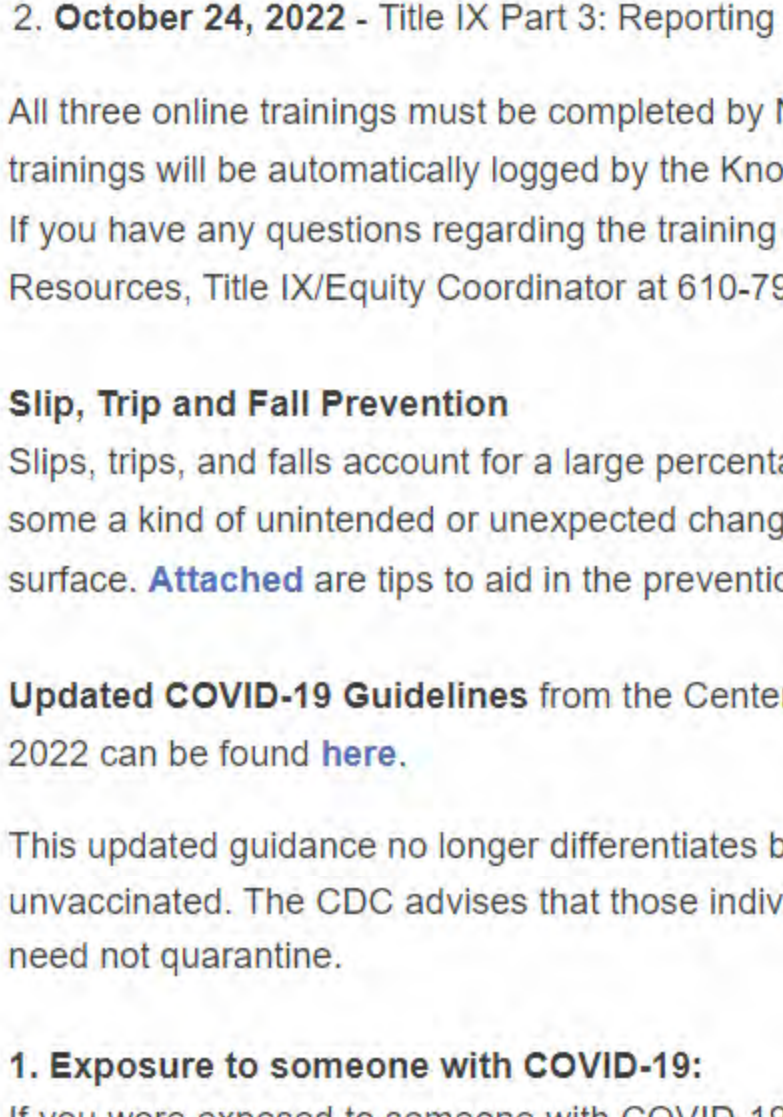
Michelle will be assisting the subgroups of the Transition and Education committee as well as the Legislative and Public Awareness committee. Michelle has worked a lifetime to remove barriers and provide a sense of belonging to all. She does not shy away from hard work and is a "bulldog" when she passionately believes in something like IPSE. To Michelle, creating a meaningful experience that leads to a meaningful existence for ALL people is essential to our society's survival. As a result, her nickname has become the "Velvet Hammer."

LCCC Tamaqua: Building Blocks of Your Future



Everything is awesome at LCCC Tamaqua! We had an amazing night at the Tamaqua Halloween Parade with our reggaethen float. Plus, "BOT" has been entered in the Tamaqua Chamber of Commerce Scarecrow Contest. Please vote for him on [Tamaqua Area Chamber of Commerce](#) Facebook page.

30-Day Appreciation Challenge Kicks Off



As we begin the Thanksgiving season we have so much to be thankful for throughout the LCCC community. Dr. Bieber will begin a 30-Day Appreciation Challenge on Tuesday, Nov. 1, and for the next month Friday. That person will then begin their own appreciation challenge to thank one person each day for the next 30 days throughout November.

As with every challenge you may choose the steps that work best for you –
- Call one faculty or staff member each day
- Write an email
- Compliment someone when you see them

You don't have to wait to get challenged – you can start your own wave of thanks to your colleagues. Let's challenge each other to recognize the unique and valuable contributions of our coworkers.

Pumpkin Carving Contest

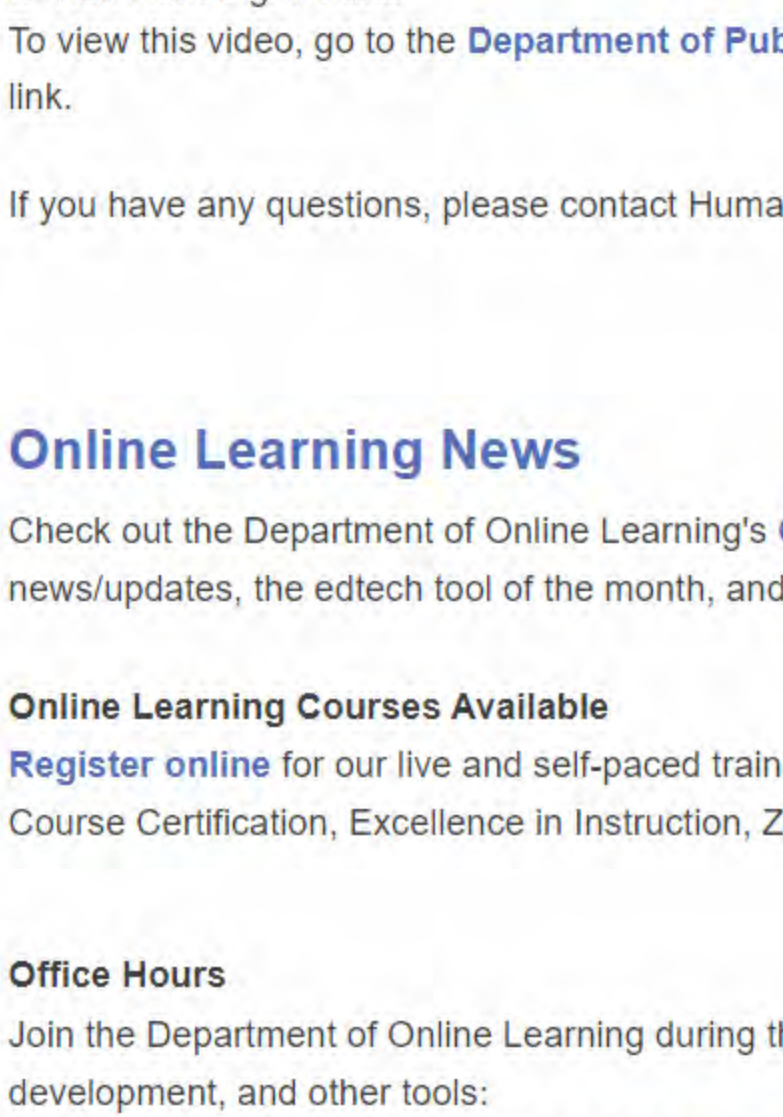
Calling all Halloween lovers: all students and employees are encouraged to enter the Pumpkin Carving Contest sponsored by the Spirit Committee.

On Nov. 1 – bring your own carved pumpkin to the Student Union before 10 a.m. All entries will be displayed in the Student Union Nov. 1 and 2.

The entire campus community is encouraged to go to the Student Union and vote on the best pumpkin on Nov. 1 and 2 between 11 a.m. and 2 p.m. May the best jack-o-lantern win!

For carving ideas and carving patterns, see Ronnie Blue in the SSO, Room 104 or contact Ronnie Blue at rbblue@lccc.edu.

Movement Monday Oct. 31



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

First Tuesday Coaching Conversations

Throughout the 2022-23 academic year, the faculty coaches will be discussing the following pedagogical topics. Please join us in this [Zoom conversation](#).

2:30-3:30 p.m., Tuesday, Nov. 1
Creating a Sense of Belonging and Community in the Academic Classroom
Professor Jennifer Myskowski

2:30-3:30 p.m., Tuesday, Feb. 7, 2023
Assessing and Reflecting on Your Teaching
Dr. Robin Musselman

2:30-3:30 p.m., Tuesday, March 7, 2023
Contemplative Practices to Support Yourself and Your Work
Professor Wendy Barron

2:30-3:30 p.m., Tuesday, April 4, 2023
Student Engagement and Retention
Karen Wotting

ADMINISTRATIVE UPDATES

Testing Center News

The Testing Center will be closing at 5 p.m. on Monday, Oct. 31.

Human Resources News

Title IX for Higher Education Training

As part of the college's annual sexual violence awareness trainings, this year's Title IX online training will be provided by Knowbe4 and will consist of three separate online training sessions.

Knowbe4 is a single sign-on system that will enable you to log in using your portal username and password.

This training is mandatory for all employees and must be completed annually. The deadline for completing all three trainings is Friday, November 18, 2022.

Below is the schedule that you will be notified via email from Knowbe4 of the following trainings:

Date to receive email notification from Knowbe4:

- October 17, 2022 - Title IX Part 2: Recognizing Sexual Misconduct** (approx. 11 minutes in length)
- October 24, 2022 - Title IX Part 3: Reporting and Response** (approx. 14 minutes in length)

All three online trainings must be completed by November 18, 2022. Your participation and completion of these trainings will be automatically tracked by the Knowbe4 system.

If you have any questions regarding the training material, please contact Donna Williams, Director of Human Resources, Title IX/Equity Coordinator at 610-799-1107.

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** are tips to aid in the prevention of slips, trips and falls.

Updated COVID-19 Guidelines from the Centers for Disease Control and Prevention (CDC) effective August 11, 2022 can be found [here](#).

This updated guidance no longer differentiates between those who are vaccinated and those who are unvaccinated. The CDC advises that those individuals exposed to COVID-1, regardless of vaccination status, need not quarantine.

1. Exposure to someone with COVID-19:

If you were exposed to someone with COVID-19, follow these steps per the **CDC guidelines**:

- Start pre-cautionally mask for 10-full days as soon as you find out you were exposed (day 1 is the first full day after your last exposure)
- Get tested at least 5 full days after your last exposure
- Watch for COVID-19 symptoms such as:
 - Fever (100.4 degrees or greater)
 - Cough
 - Shortness of breath
 - Other COVID-19 symptoms
- If you develop symptoms, isolate immediately

2. Isolation and Precautions for People with COVID-19:

If you test positive for COVID-19, follow the steps below per the **CDC guidelines**:

- Stay home and isolate for at least 5 days and isolate from others in your home.
- If you **had no** symptoms, day 1 of isolation is the following day you were tested.
- If you **had** symptoms, day 1 of isolation is the first full day after the day your symptoms started.

Quick Reference for Medical Emergencies on Campus

If serious injury or illness occurs on campus, CALL 911. If 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.

[Hide more >](#)

Online Learning News

Check out the Department of Online Learning's **October Newsletter** which includes event dates, important news/updates, the edtech tool of the month, and more!

Online Learning for Course Availability

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

Join the Department of Online Learning during their office hours to ask questions on training, course development, and other tools:

Wednesdays and Thursdays: Join a **live session** at 10 a.m. Presenter: Rachel Peters.

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.

Congratulations to the following people who have recently earned the Essentials Badge: Joseph Fortunato, Cosette El Hage, Cherrynn Joseph, Floraba Melendez, Michael Owen and Timothy Shoemaker.

[Hide more >](#)

REMINDERS

Zoom Sweat SSO

On Wednesday, Nov. 9, at 11 a.m., Zoom will become a SSO (single sign on) application using LCCC Identity (identity.lccc.edu) for **staff only** at this time. The **faculty** will be moved in the beginning of next year to Zoom SSO so that we do not interrupt classes during this semester. More information detailing the new method of login is available [online](#).

2023 Open Enrollment - Due Nov. 23

2023 Open Enrollment materials have been distributed to all full-time employees and can be found on the Intranet under Human Resources.

- If you are making a change to your current plan, please submit your change forms to the Human Resource Office by Nov. 23. The change forms are available on the Intranet under Human Resources, Benefits, and Open Enrollment and as an attachment included with the email.
- If you are **not making any changes to your dependent coverage**, new forms are not required.
- All changes during the open enrollment period are effective Jan. 1, 2023.
- If you are waiving coverage for the 2023 Plan year, a **Waiver of Coverage form is required**. Medical Opt Out Benefit for 2023 is \$2,500 effective Jan. 1, 2023.)
- The Flexible Spending Account Election Form for the 2023 Plan Year is attached and also posted on the Intranet. Please complete this form if you choose to elect a Section 125-Flexible Spending Account for Calendar year 2023 and return it to the Human Resource Office by Nov. 23. **You are not automatically enrolled in the FSA. A 2023 enrollment form is required.**

Benefit changes and Flexible Spending Account Election Forms are due to Human Resources no later than Nov. 23. Late submissions cannot be accepted.

Faculty and Staff Roundtable with Dr. Bieber

Dr. Bieber invites faculty and staff to join her, along with the executive team, to discuss the college, your ideas and concerns. Join us Wednesday, Nov. 9, at 3:30 p.m., remotely via Zoom. Click [here](#) for Zoom link.

Reporting an Incident - sTART

If you are aware of an incident that concerns you – student behavior, violations of the LCCC Code of Student Conduct, academic honesty, threats to harm others, etc., the college has an online reporting tool, sTART, for you to make an official report. You can also access this by clicking on "sTART" in the LCCC portal under Faculty/Staff Resources. In addition to filing this report, if the circumstances also include a threat of violence or harm to a member of the college community, you should also report that 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. on Friday; and 7 a.m.-12 p.m. on Saturday. If you have questions regarding sTART or to schedule a sTART training, email DeLong@lccc.edu.

Community Resources and Basic Needs

If you are concerned for a student struggling with basic needs, please submit an online **sTART Report**. You should choose the Community Resources/Basic Needs as option for the nature of the report. If you have any questions, contact Elizabeth Rivera, Community Resources and Basic Needs Specialist, at 610-799-1087 or erivera1@lccc.edu.

Snow Day Contest!

Please use the link provided to submit your guess for the first day that LCCC will be closed for inclement weather. The closure must impact all campuses. The correct submission will win a \$25 gift card. Deadline for guesses is Thursday, Nov. 3, at 5 p.m.

SPIRIT & WELLNESS

Sweat 4 Swag

A one hour workout is 4% of your day - no excuses! Join the Sweat 4 Swag punchcard workout program and collect Cougar Swag along the way. See Wellness Center staff for more information.

