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April 24, 2025

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 April 2025](#)
[State Board of Higher Education](#)
[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 Hours
Monday/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 2nd Mondays from 4 to 5 p.m. and 2nd and 4th Thursdays from 4 to 5 p.m. Email chaney@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 Heister
1st and 3rd Thursdays from 10 to 11 a.m. and 2nd and 4th Fridays from 9 to 10 a.m. Email stheister@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 Tonisha Taylor
Mondays from 10 to 11 a.m. or 4 to 5 p.m. Email ttaylor@lccc.edu to schedule an online meeting.

Interim Dean Andrew King
Tuesdays from 10 to 11 a.m. or 4 to 5 p.m. Email adking@lccc.edu to schedule a 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

Middle States Accreditation Visit Thank You



Thank you to LCCC's trustees, faculty and staff for welcoming Dr. Ryan Hartnett, Vice President for Institutional Field Relations at the Middle States Commission for Higher Education and our accreditation liaison.

The entire day provided Dr. Hartnett with an extremely positive experience at LCCC. Dr. Hartnett said that the turnout in the college wide meeting was "unprecedented" and that he has never seen this type of response. He said, "Keep doing what you have done today" for the team visit.

The Self Study Design, written by Dr. Melanie Turrano, Dr. Betsy Swope and Professor Jennifer Myskowski was "exceptional," Dr. Hartnett said. During the next two years the work will continue. We will need a commitment from everyone as we continue to work on this important project to ensure that LCCC is prepared for the visit from the chair in the fall 2026, and from the full team in spring 2027.

Sincerely,
Dr. Ann D. Bieber

Gratitude Journaling with Wendy Barron

Want to learn about gratitude? Join the LCCC Spirit Committee on Tuesday, May 6, at 1 p.m. in CSC 106 for Gratitude Journaling with Wendy Barron, a personalized workshop which includes: One personal journal

One LCCC pen
Light refreshments

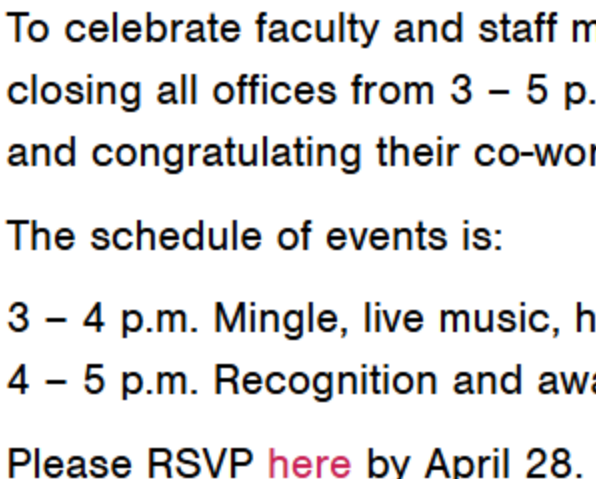
Register [here](#). Space is limited to the first 30 sign-ups. You will receive a follow-up email if selected. For further questions, please contact Tina Dowling-Hackett at tdowlinghackett@lccc.edu or Ginny Hertzog at ghertzog@lccc.edu.

Innovative Insights: An LCCC WLD Series-Webinar 6, Reminder

The LCCC CTE Learning Specialists want to remind everyone at LCCC that the sixth and final video in our spring Watch-Learn-Discuss webinar series, "Identifying & Supporting At-Risk Students: A Case Study Approach," is available [here](#). You can watch and learn independently, and you are invited to join us for a 30-minute discussion via Zoom tomorrow, April 25, at 10 a.m. ([Add to calendar](#)). Here is the [direct link](#) to the discussion. More information is available [here](#).

Questions? Email mapinks@lccc.edu. We hope you can join the discussion!

RE@L Scholars Present at Arts and Scholars Showcase



This week, LCCC hosted the 19th annual Arts and Scholars Showcase, celebrating the creative and academic achievements of our students. Among the highlights were our six RE@L (Research Experience at Lehigh University) Scholars. This spring, these exceptional students partnered with Lehigh University faculty and graduate researchers, dedicating their time to

groundbreaking work in the lab. From advancing our understanding of diseases to tackling environmental challenges and innovating with materials, they've gained invaluable skills and made meaningful contributions to important research. The RE@L Scholars will present their research at Lehigh University's Institute for Functional Materials and Devices annual Materials Symposium in early May.

S.T.E.A.M. into Summer Event

Join us for some fun in the Design! Den makerspace with STEAM activities on May 12, from 4:30 – 5:30 p.m. Participants can build a bird feeder, create a lava lamp, and more! This event is free of charge and fun for all ages! Please contact mimador@lccc.edu with any questions!

Staff Recognition Event

The campus community is invited to honor and celebrate colleagues at the [2025 Faculty/Staff Recognition Event](#) on Friday, May 16, from 3–5 p.m. in the Community Services Center Ballroom (203/205).

To celebrate faculty and staff milestones and accomplishments, LCCC will be closing all offices from 3 – 5 p.m. to allow employees to participate in mingling and congratulating their co-workers.

The schedule of events is:

3 – 4 p.m. Mingle, live music, hors d'oeuvres and beverages
4 – 5 p.m. Recognition and award ceremony

Please RSVP [here](#) by April 28. If you have any special dietary needs, please contact Jennifer Baez at jbaez6@lccc.edu. If you do not wish to attend, you may use personal or vacation accrual to leave at 3 p.m.

TESA Hygiene Drive

The Teacher Education Student Association (TESA) is hosting a Hygiene Drive to support South Mountain Middle School. We're collecting essential hygiene items to help students in need feel confident and cared for. Your donations can make a real difference!

Items needed include; toothpaste, toothbrushes, soap, deodorant, shampoo and more.

Donation boxes have been placed around campus. Donations will be accepted until May 21.

Let's come together and show our support for the South Mountain community!

Wellness Center Summer Hours

The Wellness Center and fitness areas of Berrier Hall will be taking a break between May 2 and July 1 with limited openings on select days. To check hours, contact Lacey Timony ltimony@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. [AttachedWord](#) are tips to aid in the prevention of slips, trips and falls.

Quick Reference for Medical Emergencies on Campus

It is a 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 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 and HIPAA- Privacy and Security Awareness

Crafting 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 2025 spring edition of the Online Learning Newsletter. This edition includes information about our training programs, current news, and a great article on participation approaches in online discussions. The training spotlight comes from ITC, and there are a lot of updates for Canvas as well as a how-to section in this edition of the newsletter. We want to recognize our badge earners from the spring on page 4, and there is a page on some events around the Lehigh Valley this season. If you have questions about anything in this edition contact us at 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

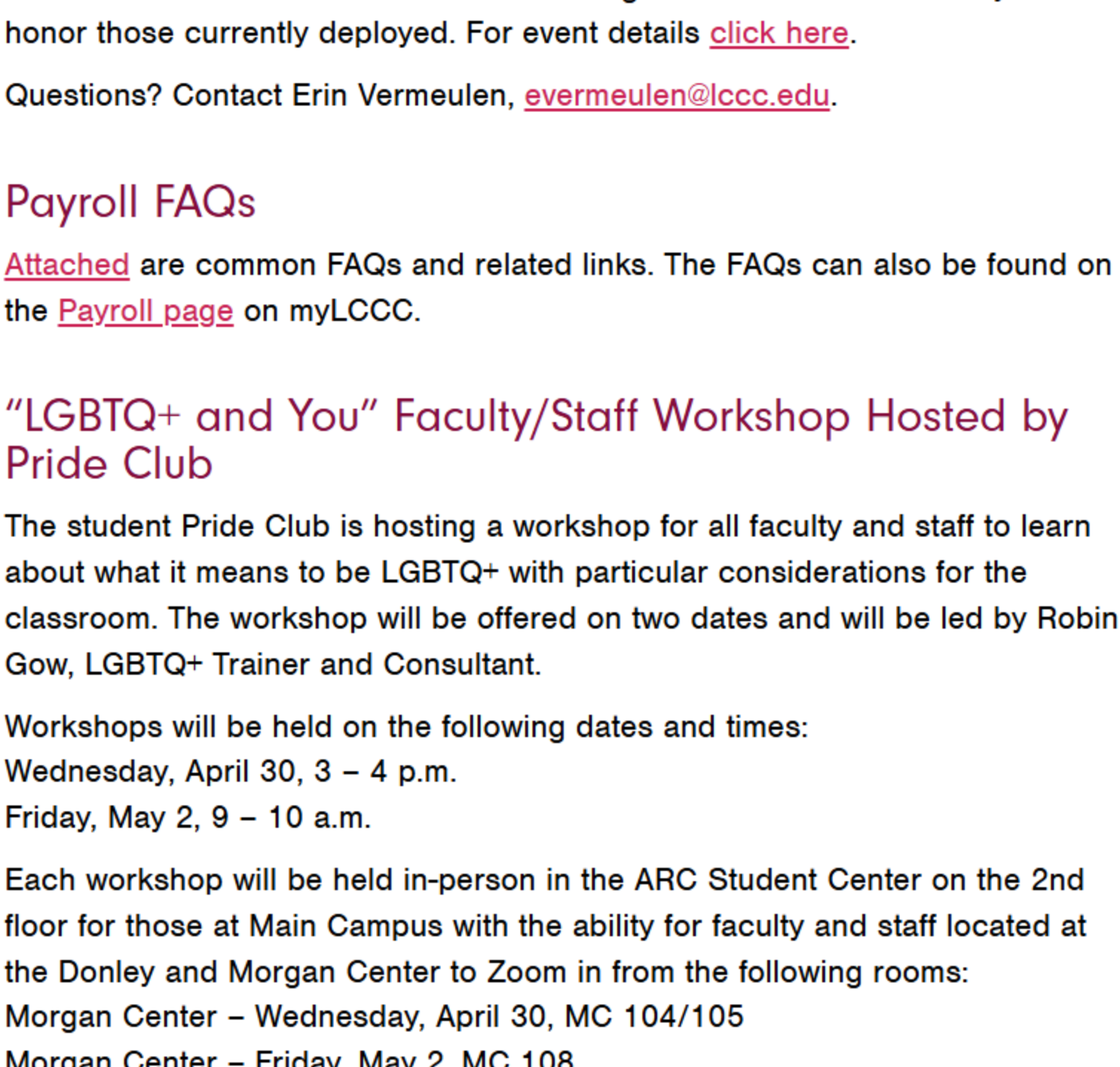
Faculty and staff will have the opportunity to receive digital badges to display on LinkedIn, email signature and other areas, highlighting their professional achievements and commitment to continued learning. A number of different badges are available to anyone who completes the required training or 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

Chess Tournament

The LCCC Chess Club is sponsoring an upcoming US Chess Federation tournament. The 2025 Lehigh Valley Open will be held on Saturday, May 3, in the Community Services Center. Registration ends at 9:30 a.m., with the first game starting at 10 a.m. A USCF membership is required to participate in the tournament. Additional information regarding this event, including the full schedule of games and prizes can be viewed [here](#).

College Hosts Student Legislative Breakfast



The college's local legislative delegation visited campus on April 16 to meet with student leaders at the Student Legislative Breakfast. The event gave PA legislators the opportunity to meet with LCCC students, and in turn allowed students to engage with these local leaders and ask them questions about their experiences as elected officials.

Led by Dr. Ann Bieber and Olivia DeMeuse, president of the Student Government Association, the event included seven legislators or their aides and students, including five panelists who were selected to ask each of the guests questions, including: What was your motivation to become an elected official serving the people of Pennsylvania? What are the biggest challenges facing higher education over the next two years and how will Pennsylvania prepare and what changes could we see to manage these challenges? What is your top priority or most worrisome issue at this time? What is your best advice for students wanting to get involved at the local, state and national level when wanting to voice opinions or influence changes and policy decisions? What initiatives, programs or legislation are you currently working on that you are most excited about and what are the benefits for the people of Pennsylvania? Legislators:

Sen. David Argall represented by Brad Hurler
Sen. Nick Miller
Rep. Gary Day
Rep. Pete Schweyer
Rep. Zachary Mako
Rep. Jeanne McNeill
Rep. Doyle Heffley

Students attending:

Porsha Antich, SGA Senator
Evan Braun, SGA Senator
Shen DeNardo, SGA, Phi Theta Kappa
Carter Gotthard, Psychology Club
Olivia DeMeuse, Student Government Assoc.
Ella Duke, Political Society
Gabriel Lopez, SGA Tamaqua Rep.
Conor Sandt, Campus Christian Fellowship
Katie Solt, Psychology Club
Jade Wiltson, Early College Student (Allen HS)
Marissa Walick, Honors Scholar, Phi Theta Kappa
Alex Zornak, Political Society

Daniel Melin Named Director of Student Life

We are pleased to announce the appointment of Daniel Melin, M.F.A., as director of student life. Daniel previously held the position of content developer and social media specialist, where he grew LCCC's social media presence, was a featured writer for *Aspire*, and most recently, launched the Social Media Ambassador Internship program. For the last two years, he has also served as club advisor for the LCCC Anime Club. Join us in congratulating Daniel on his new role!

LCCC Celebrates Military Appreciation Days

Join LCCC as we celebrate and honor our military with various events, April 28-May 2. You won't want to miss end-of-semester snuggles with Lehigh Valley Therapy Dogs or our spring outdoor carnival in partnership with SGA, the Outdoors Club and Film Club. And don't forget to wear R.E.D. on Friday as we honor those currently deployed. For event details [click here](#).

Questions? Contact Erin Vermeulen, evermeulen@lccc.edu.

Payroll FAQs

[Attached](#) are common FAQs and related links. The FAQs can also be found on the [Payroll page](#) on myLCCC.

"LGBTQ+ and You" Faculty/Staff Workshop Hosted by Pride Club

The student Pride Club is hosting a workshop for all faculty and staff to learn about what it means to be LGBTQ+ with particular considerations for the classroom. The workshop will be offered on two dates and will be led by Robin Gow, LGBTQ+ Trainer and Consultant.

Workshops will be held on the following dates and times:

Wednesday, April 30, 3 – 4 p.m.
Friday, May 2, 9 – 10 a.m.

Each workshop will be held in-person in the ARC Student Center on the 2nd floor for those at Main Campus with the ability for faculty and staff located at the Donley and Morgan Center to Zoom in from the following rooms:

Morgan Center – Wednesday, April 30, MC 104/105
Morgan Center – Friday, May 2, MC 108

Donley Center – Both dates will be held in DC 205

Light refreshments will be provided. Attendees will receive a pin to let students know they are an ally. [Registration](#) is encouraged but not required.

Collegewide Presentations

You are cordially invited to attend the Collegewide Presentations for the candidates interviewing for the position of Executive Director of Communications, Marketing and Student Life. These presentations will be held in-person and with a Zoom invite option.

Interview Dates:

CANDIDATE 1:

Date: April 17
Time: 2 – 2:30 p.m.
Room: Community Services Center – CSC 207B
Zoom – [Click here](#)

CANDIDATE 2:

Date: April 24
Time: 3 – 3:30 p.m.
Room: Community Services Center – CSC 207B
Zoom – [Click here](#)

CANDIDATE 3:

Date: April 25
Time: 2 – 2:30 p.m.
Room: Alumni Center – AC 108
Zoom – [Click here](#)

Your feedback and engagement are important as we select the best candidate for this vital leadership role. We look forward to your participation.

Donna Williams

Executive Director of Human Resources

Attention Adjunct Instructors and Part-Time Teaching Faculty-Please Take Note

A Memorandum of Agreement (MOA) was recently signed between the LCCCFA and the administration regarding the Part-Time Eligibility and Maintenance of Part-Time Status.

On Wednesday, April 9, a new process was introduced, implemented, and eventually will become a part of the next CBA, and it requires Adjunct and ALL CURRENT Part-Time instructors to apply for Part-Time Status using a Credit Verification Calculator and a Request for Verification form. It is essential that this is understood because anyone who does not apply for Part-Time status or to maintain Part-Time status will not be considered for the 2025-2027 academic years.

A detailed explanation of the new process can be viewed on myLCCC under Academic Services [here](#).

If you have any questions about this new process, please contact Academic Services and/or James Gilbert at jgilbert1@lccc.edu.

Google Translate for Transactional Services

Have you received a phone call, email, or in-person request from a non-English speaker? Google Translate is an approved method to provide transactional services to our community. This app can be useful in finding out the nature of the request and providing guidance such as directions.

Be sure to not share or request any sensitive information through the app. If sensitive information like finance or educational records needs to be shared, printouts or handwritten notes should be used.

Google Translate is available for computer, Android, and iOS. More information on Google Translate can be found [here](#).

SPIRIT & WELLNESS

May Movement Challenge

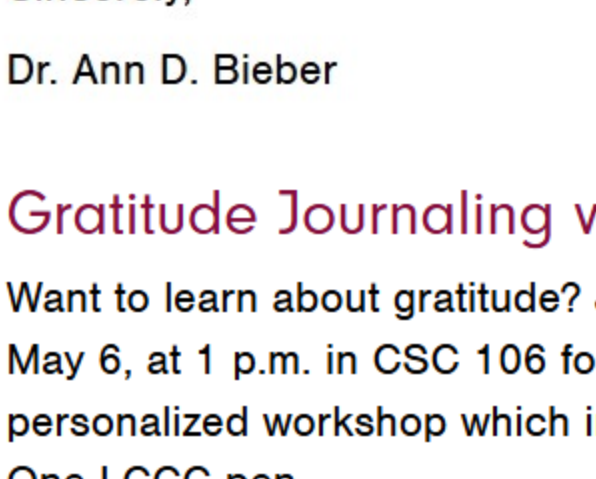
Ready to gear up for the warmer weather this May? Join the LCCC Spirit Committee for the May Movement Challenge! Register using [this form](#) and participate by partaking in any movement – walking, running, cycling, swimming, etc.

Each week, you will receive an email to record your participation and wellness. If you participate each week, you will be entered into a drawing to win one of three top prizes: a \$25, \$50 or \$100 gift card to Dick's Sporting Goods.

Each participant will also receive an LCCC "Be Exceptional" t-shirt!

Contact Tina Dowling-Hackett at tdowlinghackett@lccc.edu or Ginny Hertzog at ghertzog@lccc.edu with questions.

Pickleball Tournament and Open Gym



There will be Open Gym Pickleball sessions leading up to the Pickleball Tournament on Wednesday, April 30 at 1 p.m. Teams can include up to three people. Registration for the tournament closes on Friday, April 25.

All open gym sessions are led by instructor Diahann Ouly.

Come out and learn how to play or develop new skills. No prior experience is necessary. Open to all faculty, staff and students of LCCC.

Pickleball Tournament will be on Wednesday, April 30, at 1 p.m. Register for the tournament [here](#).

Step Aerobics

Weekly Step Aerobics is hosted every Wednesday from 12 – 12:45 p.m. in Berrier Hall Dance Studio. Step Aerobics is open to all faculty, staff and students with an ID card. For any questions or concerns, please contact Lacey Timony at ltimony@lccc.edu or 610-799-1181. Sign up [online](#).

Spirit Committee Upcoming Events

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

May

All Month – Movement Challenge

Friday, May 2 – Spirit Day: R.E.D. Day

Tuesday, May 6 – Gratitude Journaling Workshop

June

Thursday, June 12 – Summer Picnic

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