

The
COLLEGE
VOICE

Home

May 12, 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, May 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, a social 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 through Friday: Varies in May, please see Sport and Wellness Section, 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 bean@lccc.edu](mailto:Tracy.Bean@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 Thursday from 4 to 5 p.m. Email [Ronnie.Blue at blue@lccc.edu](mailto:Ronnie.Blue@lccc.edu) to schedule a Hangouts meeting.

VP Larissa Verla
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 laesche@lccc.edu to arrange a scheduled meeting.

VP Stéphanie 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 bowen@lccc.edu](mailto:Marie.Bowen@lccc.edu) to schedule an online meeting.

Interim Dean Dr. Joel Rowlands
Wednesdays, 8 to 9 a.m. or 4 to 5 p.m. Email rowlands@lccc.edu to schedule a meeting.

Dean Tonisha Taylor
Mondays from 10 to 11 a.m. or 4 to 5 p.m. Email tonisha@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 aking@lccc.edu to schedule a meeting.

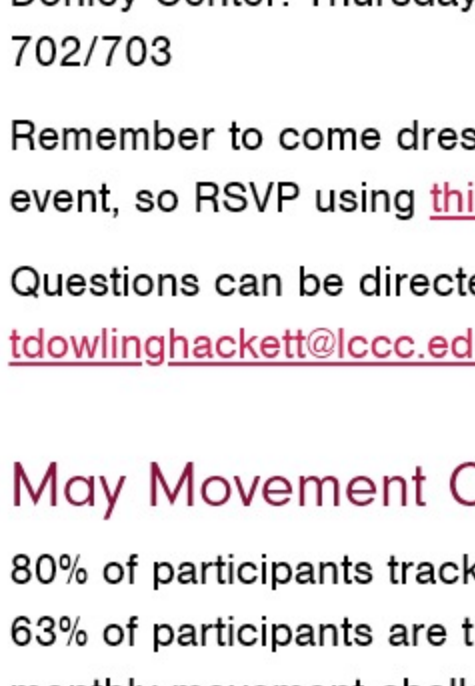
Dean Dr. Kelly Trahan
Mondays from 3 to 5 p.m. Email ktrahan@lccc.edu to schedule an online meeting.

CIO Joshua Mitchell
Tuesdays from 11 a.m. to noon. Email jmitchell@lccc.edu to schedule online meeting.

Dean Scott Aquila
Email saquila@lccc.edu to schedule an online or face-to-face meeting.

ANNOUNCEMENTS

Celebrate 60 Years of LCCC at the Spirit Committee Summer Picnic



Donley Center: Thursday, June 12, from 11:30 a.m. – 1:30 p.m. in rooms 702/703

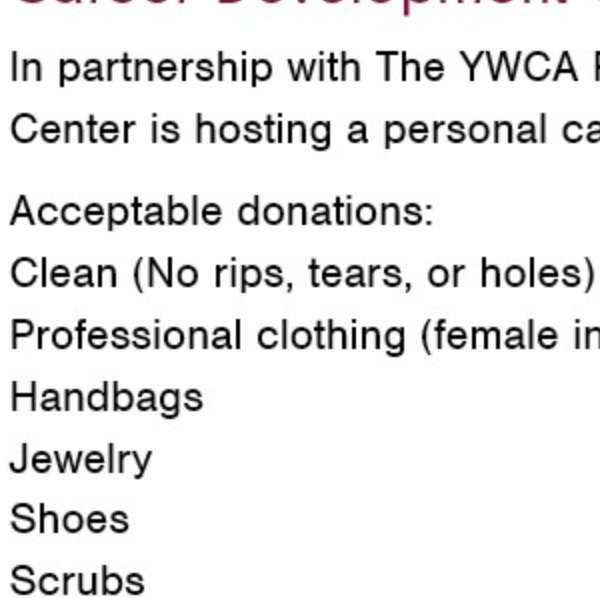
Remember, all guests in their 60s attire! This is a ticketed event, so RSVP [using this form](#) by 5 p.m. on Thursday, June 5.

Questions can be directed to Tina Dowling-Hackett at tdowlinghackett@lccc.edu or Ginny Hertzog at vhertzog@lccc.edu.

May Movement Challenge Week 1 Recap

80% of participants tracked and submitted their weekly activity. 63% of participants are thinking about or have already set goals for the monthly movement challenge. 72% of participants completed two or more types of movement activity during the week. The group averaged more than 12 miles/person in the first week. Keep Moving!

Here are the things we were proudest of this past week:



Summer Cornhole League

Faculty and Staff Cornhole League starts July 7th and runs for 4 weeks with a tournament on Friday August 1. Participants can register as a team or individual. Teams are made of up to 3 people (2 on the boards, 1 for reserve). All teams must have a Team Captain.

Game day schedules will be created after registration closes on June 30. Participants can expect to play 2 games per week for about 30 minutes each game. Register [here](#).

This event is open to all faculty and staff. Any questions, contact Lacey at LTimony@lccc.edu or 610-799-1181.

Career Development Center Clothing Drive

In partnership with The YWCA Perfect Fit for Women, the Career Development Center is hosting a personal care professional clothing drive from May 15-30.

Acceptable donations:

Clean (No rips, tears, or holes)

Professional clothing items (female in current styles)

Handbags

Jewelry

Shoes

Scrubs

YWCA Allentown's Perfect Fit Program is in need of:

Black pants

Clothing in sizes 16-24

Sneakers and flat shoes

Accessories

Scrubs and nursing shoes

Remember, all clients utilizing these organizations for attire will be wearing these items to dress for success! Donations can be dropped off inside the Career Development Center in SSC 004 from May 15 through May 30, from 9 a.m. – 4 p.m.

If you need to drop off items outside of the designated times please email Kescha Bell-Ross at kbellross@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 new 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

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. 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.

Below are the Online Trainings

Above are the online trainings that will be emailed to you from Knowledge. 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

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 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 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, Blackboard, 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.

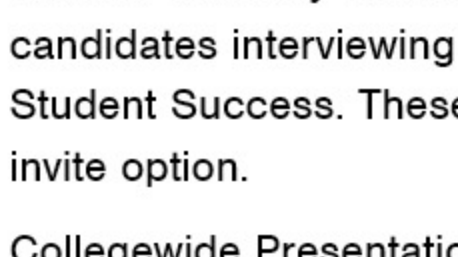
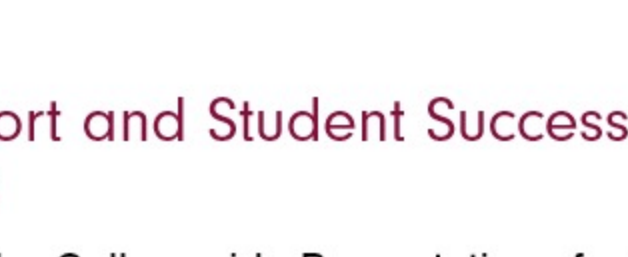
REMINDERS

David Williams Obituary

The LCCC community is saddened by the unexpected passing of Dave Williams, husband of Donna Williams. Dave retired from the maintenance department at LCCC in 2023. His obituary, which includes information regarding the celebration of life service, can be found [here](#).

Admissions in the Community

The office of Admissions was out and about the week of April 28 – May 2. Admissions representatives attended the CareerLink Seniors Only College and Career Fair at ArtsQuest, Skills USA Signing Day, the Seniors and Veterans Expo hosted by Senator Nick Miller, along with teaching the Generation Next high school students from ASD all about speed networking! Where will you see us next?



Empowering Future Educators: LCCC Hosts Special Education Career Workshop

LCCC proudly launched its Developing Future Special Educators Workshop Series with an energizing half-day event on Monday, April 28. Funded through the PaTTAN Special Education Experiential Learning Grant, this event welcomed 25 high school students from Parkland High School and LTCI to explore the field of special education through engaging breakout sessions, college pathway information, and hands-on learning.

A defining feature of the day was the full integration of LCCC's Teacher Education Department facilities, housed in the Fowler Education Center. Students experienced the vibrancy and innovation of our program firsthand as they rotated through sessions held in the Makerspace Design Den, our Early Childhood Education classroom (SH 124), and the Teacher Education Resource Room (SH 125); spaces intentionally designed to reflect authentic teaching environments and inspire future educators.

Breakout sessions featured real-world insights from local experts in behavioral health, inclusive education, and specialized classroom settings, while LCCC's Admissions team and media articulation representatives from Kutztown University shared college and career pathway guidance.

We are grateful for the incredible support from our partners:

-LCCC Admissions, for guiding students on their journey into higher education

- Kutztown University, for championing our transfer and reverse transfer admissions pathways

- Carbon Lehigh Intermediate Unit 21 (IU 21), for amplifying regional outreach

- Behavioral Health Associates (BHA) and other local partners who enrich career exploration

- PaTTAN, for their statewide leadership, funding, and vision

- Dr. Mary Pritchard, retired school psychologist and advocate for student mental health

Special thanks to LCCC administration, faculty, and students:

- Dr. Kelly Trahan, Dean of Workforce Development, Arts, Education, and Technology

- Ms. Megan Strella, Teacher Education Department Coordinator

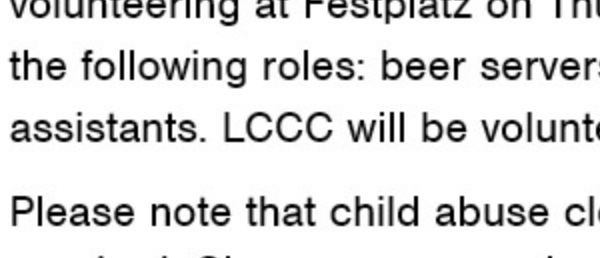
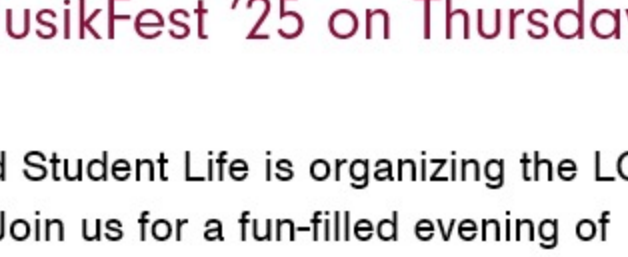
- Dr. Rachel Chapman, Teacher Education Field Experience Coordinator

- Ms. Stephanie Shiffert, Learning Support Specialist

- Ms. Elizabeth Shope, Teacher Education Special Projects Coordinator

- Teacher Education students

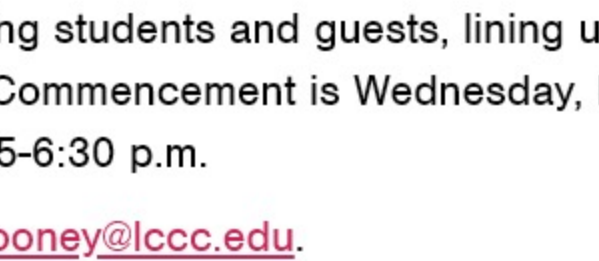
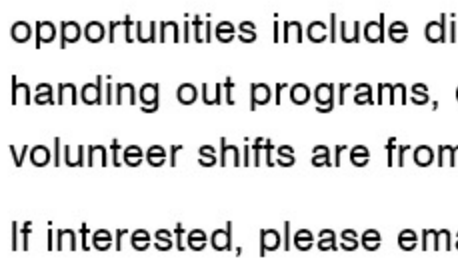
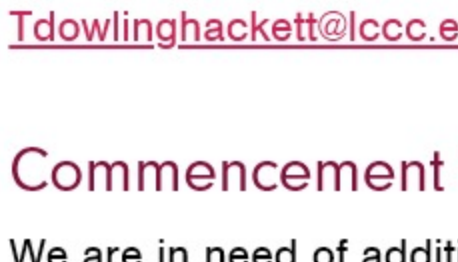
This workshop was just the beginning. With two more workshops planned, LCCC continues its commitment to growing a strong, skilled, and inspired future special education workforce.



LCCC Students Stream Broadcast for Lafayette

On Sunday, April 13, the LCCC TV/Film students traveled to Metzgar Sports Complex in Easton to broadcast a Lafayette College baseball double header. The broadcast was streamed live worldwide on ESPN+ and Disney+.

The five camera setup utilized LCCC equipment and was operated entirely by the LCCC students who diligently put on a professional broadcast through cold and windy weather. This was the first broadcast in an initiative to partner with other institutions to stream their athletic events.



Dean of Academic Support and Student Success – Candidate Presentations

You are cordially invited to attend the Collegewide Presentations for the candidates interviewing for the position of Dean of Academic Support and Student Success. These presentations will be held in-person and with a Zoom invite option.

Collegewide Presentation Dates:

CANDIDATE 1:

Date: Tuesday, May 13
Time: 3:15 – 3:45 p.m.
Room: Community Services Center – CSC 203
Zoom – Click [here](#)

CANDIDATE 2:

Date: Wednesday, May 14
Time: 3:15 – 3:45 p.m.
Room: Community Services Center – CSC 203
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.

Check Run Date Change

Please be advised that the Accounts Payable check run date will be changed from Thursday, May 22, to Wednesday, May 21. Please have your invoices to the Finance Office by Monday, May 19, to be included in the check run. If you have any questions please contact Mary Decker at ext. 1738 or mdecker@lccc.edu.

College Policies and Regulations Update

The following revised policies have been approved by the LCCC Board of Trustees on April 3, 2025:

1. Policy 2-234 Social Media
2. Policy 2-308 Facilities and Campus Grounds
3. Policy 2-704 – Athletics
4. Policy 2-708 – Student Records
5. Policy 3-214 – Facilities – General
6. Policy 3-233 – Artificial Intelligence
7. Policy 4-130 – Student Travel
8. Policy 4-213 – Residency

The Policies and Regulations Manual can be found on the College's [website](#) and on the Human Resources portal page.

LCCC Collegiate Award of Distinction – Call for Nominations

Please see the [attached information](#) on the nomination process for the LCCC Collegiate Award of Distinction for 2025. Deadline for submission is Friday, June 20, 2025. A list of previous award recipients can be viewed [here](#).

Reminder: Guidance for Interaction with Law Enforcement and Federal Agencies

If a member of the college community is approached by a local, state or federal agency or officials requesting access or information regarding students or employees, please direct the individual to the Public Safety Office on main campus or the officer on duty at the relevant location (main campus, Tamaqua, Donley). Please also directly contact Eric Minnich, Safety / Emergency Management Coordinator, at 484-225-0845 or 610-972-8266.

Please refer students who have questions or concerns to the Office of Public Safety, publicsafety@lccc.edu or 610-799-1169.

See the full guidance documentation [here](#).

Join Us to Say Farewell to Rachel Plaksa and Janet Seggern

Please join us to say farewell to Rachel Plaksa and Janet Seggern, who are retiring. We will be having cupcakes in the ARC 107 office suite on Monday, May 12, from 2:30-3:30 p.m.

Please stop by for a sweet treat and to wish them well. Thank you Rachel and Janet for your many years of service at LCCC. You will both be missed.

Seeking Volunteers for MusikFest '25 on Thursday, Aug. 7

The Office of College Relations and Student Life is organizing the LCCC volunteer event for MusikFest '25. Join us for a fun-filled evening of volunteering at Festplatz on Thursday, Aug. 7. We need volunteers to serve in the following roles: beer servers, soda booth attendants, and cash/concession assistants. LCCC will be volunteering from 5 – 11 p.m.

Please note that child abuse clearances and a criminal history report are required. Clearances are only needed for volunteers who did not participate last year. I can obtain these clearances from HR. Additionally, ArtsQuest will provide training on two Wednesdays: June 18 and June 25, from 2-3 p.m., so that we are prepared for the event.

As a thank-you for volunteering, you will receive:

- A food and drink voucher to use that evening
- A free MusikFest t-shirt
- Opportunities for networking and building connections
- A chance to team build with colleagues, students, and alumni
- Free parking shuttle passes
- A great night of fun and music

Please complete [this form](#) by May 23 if you are interested in being a part of this exciting event. For questions, contact Tina Dowling-Hackett at tdowlinghackett@lccc.edu.

Commencement Volunteers Needed

We are in need of additional volunteers for Commencement. Volunteer opportunities include directing students and guests, lining up the students, handing out programs, etc. Commencement is Wednesday, May 21. Most volunteer shifts are from 4:15-6:30 p.m.

If interested, please email jrooney@lccc.edu.

SPIRIT & WELLNESS

Wellness Center Hours for May

Please note the wellness center hours for the month of May.

Monday, May 5 – Thursday, May 8: 9 a.m. – 5 p.m.

Friday, May 9: 10 a.m. – 3 p.m.

Monday, May 12 – Friday, May 16: 10 a.m. – 3 p.m.

Monday, May 19: 10 a.m. – 3 p.m.

Tuesday, May 20 – Friday, May 23: CLOSED

Monday, May 26: CLOSED (Holiday)

Tuesday, May 27 – Thursday, May 29: 10 a.m. – 2 p.m.

Friday, May 30: CLOSED (Tamaqua 5K Set up)

Tamaqua Community Day 5K

The Tamaqua Community Day 5K, sponsored by LCCC, will take place on Saturday, May 31, at 9 a.m. in conjunction with the Tamaqua Community Day celebration at Owl Creek Reservoir. The start and finish line will be at the Owl Creek Pavilion. Walkers will complete 1 lap around Owl Creek and runners will complete 2 laps. This race is free to run, but if you'd like to contribute, any donation amount is appreciated!

All donations collected will go towards the Owl Creek Commission to help with maintenance. Race is "no frills", meaning no t-shirt or bibs. Bathrooms are available on site. Free parking is located on Owl Creek Road. After race food and drinks available for purchase with the top 5 male/female finishers receiving a free drink or food item.

Day-of registration will be available starting at 8 a.m. Register in advance [here](#).

Spirit Committee Upcoming Events

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

May

All Month – Movement Challenge

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 vhertzog@lccc.edu.