

myLCCC

Course Search

Library

Request Information

APPLY NOW

Academics

Admissions

Student Experience

Full Menu

The

COLLEGE

VOICE

Home

July 28, 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). 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 July 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 through Friday: Varies in May, please see Spirit 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 tbean@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 Thursdays from 4 to 5 p.m. Email Ronnie Blue at rblue@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 rlascher@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 Maria Bowen at mbowen@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 ttaylor13@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 aking7@lccc.edu to schedule a meeting.

Dean Dr. Kelly Trahan
Mondays from 3 to 5 p.m. Email ktarahan@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.

ANNOUNCEMENTS

Testing Center News

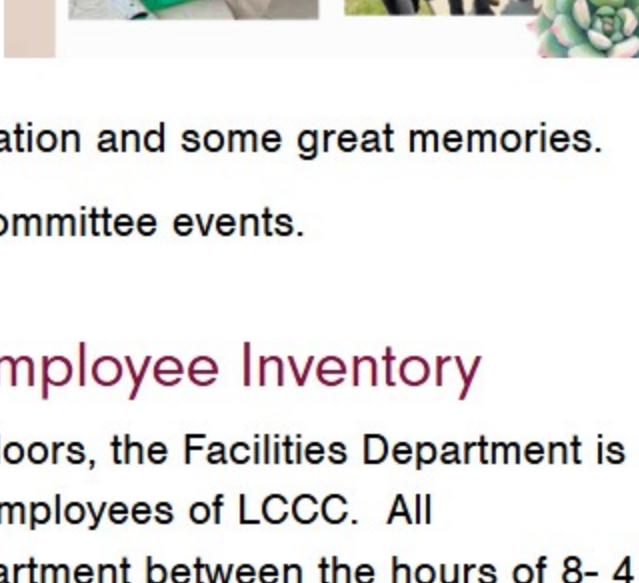
The Testing Center will be closing at 5 p.m. on Tuesday, July 29.

Planting Joy: A Recap of the Succulent Frame Event

On Wednesday, July 23, the Spirit Committee hosted a fun and engaging event that brought together plant lovers. Attendees designed their own decorative frames using live succulent cuttings and colorful reindeer moss, all arranged on wooden easels.

The hands-on activity encouraged creativity, relaxation, and connection leaving everyone with a unique botanical creation and some great memories.

Keep an eye out for other upcoming Spirit Committee events.



Re-keying Project and Current Employee Inventory

In preparation for the re-keying of all LCCC doors, the Facilities Department is conducting a key issuance inventory for all employees of LCCC. All employees are to report to the Facilities Department between the hours of 8- 4 p.m. with all keys issued to you on the days listed for the respective departments under the supervision of each Executive Team member. Please do not bring keys for someone else, as each employee will be required to sign the updated issuance form.

August 4-8 Dr. Bieber, President and Josh Mitchell, CIO

August 11-15 Stefanie Nester, VP Finance & Operations

August 18-22 Cindy Haney, VP Enrollment Management

August 25-27 Larissa Verta, VP Academic Services & Student Development

At the conclusion of the current re-keying project, all LCCC employees will be re-issued new keys for their assigned spaces. Therefore, it is imperative that you report to the Facilities Department at the times listed so that we are able to re-issue the new keys at the end of the project.

LCCC Spirit Night at the Lehigh Valley IronPigs

Come on out to Coca-Cola Park on Friday, August 22 to see the Lehigh Valley IronPigs take on the Durham Bulls!

First pitch is at 7:05 p.m. with the gates opening at 5:45 p.m.

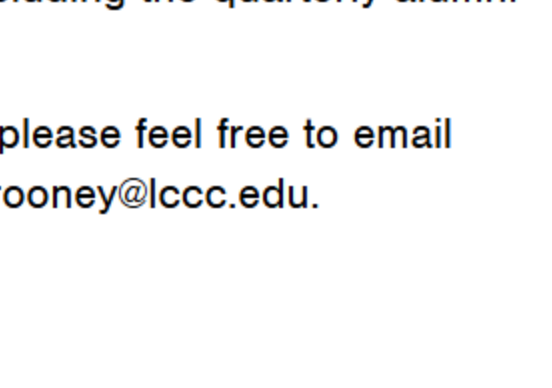
Each ticket purchased through this [link](#) will include \$2 of ballpark credit on the barcode.



LCCC Alumni Board Openings

The LCCC Alumni Association is looking for passionate and outgoing faculty and staff alumni to serve on its board. The alumni board meets quarterly, and its primary focus is to mentor students and alumni, award the yearly Legacy scholarships, encourage alumni involvement to become actively engaged in supporting the college, and plan alumni bus trips and events, including the quarterly alumni lunch and learn series.

If you would like to join our next alumni meeting, please feel free to email JoEllen Rooney, Alumni and Events Manager at jrooney@lccc.edu.



Mobile Hotspots for College Staff

All college faculty and staff are eligible to purchase mobile hotspot service through DigitalWish for \$10/month (plus a one-time \$18 administrative fee). You can order directly through the DigitalWish website at <https://www.digitalwish.com/dw/digitalwish/product?id=MB-2016X1>



911 Misdials

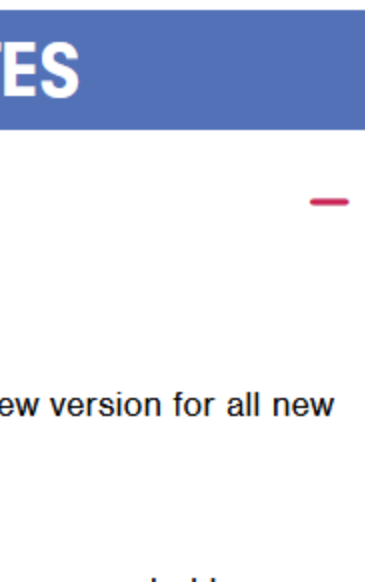
Since the beginning of 2025, there have been over 20 accidental 911 calls placed from our campuses.

These calls, while unintentional, place an unnecessary strain on the 911 center and our responding police departments.

When placing a call to an outside line, you only need to dial nine and then your number.

If you dial 911 inadvertently, let the dispatcher know it is a misdial and also let Public Safety know (we will be calling and visiting you to verify).

If you have any questions, please contact Eric in Public Safety.



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 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 a kind of unintended or unexpected change in the contact between the feet and the ground or walking surface. [Attached Word](#) 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. 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
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 Summer Edition of the Online Learning Newsletter. This edition includes information about our training programs, current news, updates for Canvas, and more. We want to recognize our badge earners on page 4, and there is a page on some events around the Lehigh Valley this Summer to look forward to. If you have any questions, reach out to 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

Advisors Needed for LCCC Clubs

There are currently several LCCC clubs that are seeking a faculty or staff member to serve as an advisor for their group for the fall semester and beyond. These groups provide opportunities for students to pursue special interests, develop interpersonal and leadership skills, meet other students, work with faculty and staff and take advantage of learning experiences that exist outside the classroom. The activities sponsored by student groups enrich the total educational experience and quality of campus life.

As advisors, faculty and staff members have an excellent opportunity to work with college students in a non-classroom environment, enriching student-staff/faculty interaction. We know from experience and research that this interaction has a positive effect on student retention and graduation. The following groups are currently in need of an advisor or co-advisors:

Outdoors Club

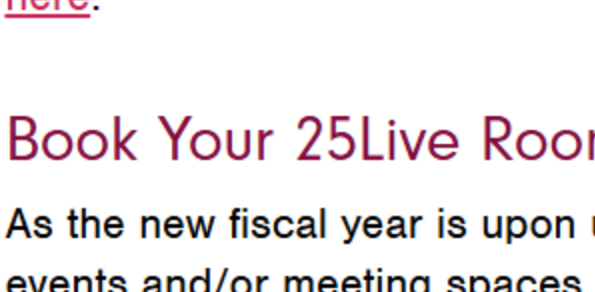
For more information about these clubs and the responsibilities of serving as an advisor, please contact Daniel Melin at dmelin@lccc.edu.

2nd Annual PA Leadership Forum Held at LCCC on July 9

Lehigh Carbon Community College (LCCC) was honored to host the 2nd Annual PA Leadership Forum on July 9, 2025, in partnership with BloomBoard and IU21. This statewide convening brought together educational leaders to explore innovative solutions for strengthening Pennsylvania's teacher pipeline and building capacity across the K-12 workforce.

LCCC was represented on two of the forum's morning panels. Elizabeth Shope, Assistant Professor and Special Projects Coordinator, participated in the "Pathways for Adults: How do programs build capacity and community?" session. She highlighted LCCC's collaborative work with BloomBoard, school districts, and intermediate units to support paraprofessionals through job-embedded, flexible degree pathways that integrate academic coursework, mentorship, and classroom experience.

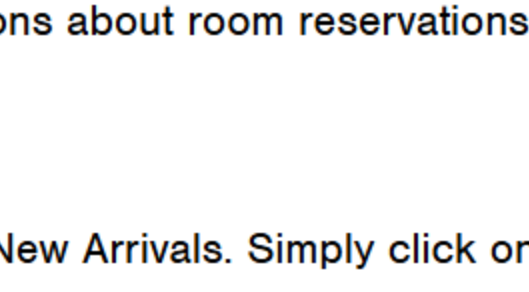
Brandon Kwiatek, Executive Director of What Innovation programs, contributed to the "Pathways for High School Students: High innovative programs are working?" panel, where he shared insights on dual enrollment and early college initiatives designed to give students a head start toward postsecondary credentials.



Special thanks to Dr. Kelly Trahan, Dean of The Center for Workforce Development, Arts, Education, and Technology, for her leadership and vision in supporting statewide educator pathways; to Dr. Ann Bieber, President of LCCC, for championing innovative workforce partnerships; to Ms. Megan Strella,

Teacher Education Department Coordinator, for her tireless dedication to student success; and to Ms. Larissa Verta, Vice President of Academic Services and Student Development, for her continued support of academic innovation and access.

LCCC is proud to serve as both a convener and a collaborator in the statewide effort to reimagine educator pathways. The college looks forward to continuing this important work alongside BloomBoard, IU partners, and district leaders across Pennsylvania. A copy of the forum slides and resources can be viewed [here](#).



Book Your 25Live Room Reservations for 2025-2026

As the new fiscal year is upon us, all staff and faculty must ensure that any events and/or meeting spaces are reserved in 25Live for 2025-2026 year. Please contact Tara Frana at trfrana1@lccc.edu ext. 1175 or JoEllen Rooney at jrooney@lccc.edu ext. 1929 if you have any questions about room reservations.

Rothrock Library - New Arrivals

Looking for your next read? Click [here](#) to see our New Arrivals. Simply click on the book cover and "Place a Hold." Books can be sent to your mailbox. Please contact the library at x. 1150 if you have questions.

SPIRIT & WELLNESS

Wellness Center Hours for July

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

Intramural center hours dependent upon student worker availability and intramural activities

Mon: Fitness Center 10 a.m. – 2 p.m.

Tue: Cornhole 12 – 1:30 p.m.

Wed: Cornhole 12 – 1:00 p.m.

Thur: Yoga 12 – 12:30 p.m.

Fri: Hike 12 – 1:00 p.m.

* For the most up to date hours, check the calendar and bulletin board in Berrier Hall next to the weight room entrance

Spirit Committee Upcoming Events

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

August

Friday, August 22 – Tie Dye Spirit Day

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



Lehigh Carbon Community College
4525 Education Park Drive
Schnecksville, PA. 18078
610-799-2121

Join the Conversation

News
Events
Bookstore
Accessibility Statement
Meetings and Events
Contact Us

Weather Alerts
Policies & Procedures
Right To Know
Nondiscrimination
Employment
Student Consumer Information
Sitemap

Privacy and Terms of Use | © 2025 Lehigh Carbon Community College