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August 4, 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 August 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](mailto: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 Tronnie Blue at [tblue@lccc.edu](mailto:tblue@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](mailto:lverta@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 [mbowen4@lccc.edu](mailto:mbowen4@lccc.edu) to schedule an online meeting.

**Dean Dr. Jodi Rowlands**  
Wednesdays, 9 to 9 a.m. or 4 to 5 p.m. Email [jrowlands@lccc.edu](mailto: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](mailto: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 [aking2@lccc.edu](mailto:aking2@lccc.edu) to schedule a meeting.

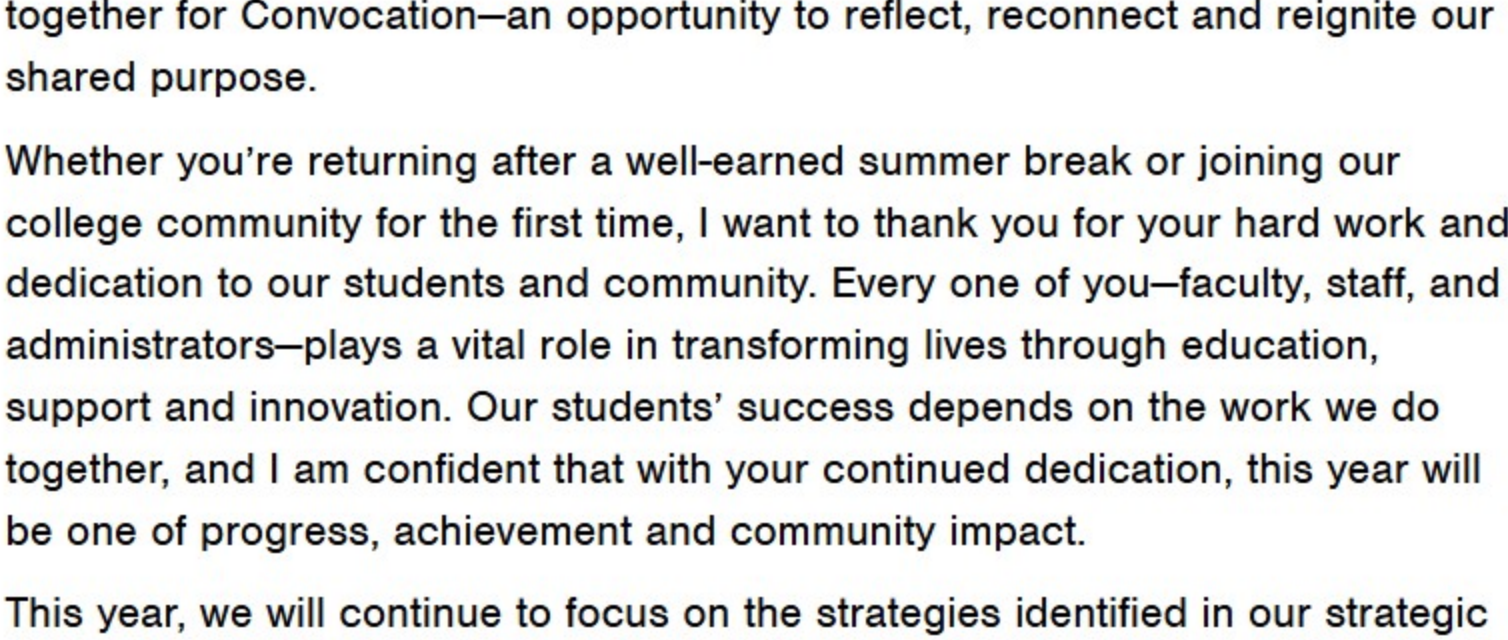
**Dean Dr. Kelly Trahan**  
Mondays from 3 to 5 p.m. Email [ktrahan@lccc.edu](mailto:ktrahan@lccc.edu) to schedule an online meeting.

**CIO Joshua Mitchell**  
Tuesdays from 11 a.m. to noon. Email [jmitchell10@lccc.edu](mailto:jmitchell10@lccc.edu) to schedule online meeting.

**Dean Scott Aquila**  
Email [saquila@lccc.edu](mailto:saquila@lccc.edu) to schedule an online or face-to-face meeting.

ANNOUNCEMENTS

Welcome Back to the Fall Semester from Dr. Bieber



Welcome to a new academic year at Lehigh Carbon Community College as we celebrate our 60th anniversary. I am thrilled to greet each of you as we come together for Convocation—an opportunity to reflect, reconnect and reignite our shared purpose.

Whether you're returning after a well-earned summer break or joining our college community for the first time, I want to thank you for your hard work and dedication to our students and community. Every one of you—faculty, staff, and administrators—plays a vital role in transforming lives through education, support and innovation. Our students' success depends on the work we do together, and I am confident that with your continued dedication, this year will be one of progress, achievement and community impact.

This year, we will continue to focus on the strategies identified in our strategic plan. Together, we will continue to foster a campus culture where students feel supported, inspired and equipped to meet their goals. The State of the College forum will be held during Convocation at 9 a.m. on Tuesday, August 19, and will focus on student success, enrollment, new initiatives and partnerships. In addition, we will provide an update on the State Board of Higher Education and the first Statewide Strategic Plan for Higher Education.

All the documents related to the return to the semester are available in a shared drive, including the schedule of events. Please note the coordinator's meeting, division meetings, other pre-semester meetings and Adjunct Convocation will be identified on the Convocation drive with an email sent from Academic Services on August 11. The schedule is revised as events are confirmed, [please check this link for updates](#).

Convocation is more than a tradition—it is a celebration of our collective mission. As we gather, I encourage you to share ideas, build connections across departments and embrace the energy of new beginnings. Let the day remind us of why we chose this work: to empower, to uplift and to educate.

Thank you for your service and your commitment to our college community. I look forward to the year ahead and to the many successes we will achieve together.

Fall Open House

The Fall Open House is scheduled for October 22 from 5 to 7 p.m. (with set-up and dinner starting at 3 p.m.). Please mark your calendars, as we want all departments and programs represented.

6v6 Intramural Soccer League

The Intramural Soccer league season will take place from September 8 to October 3, with playoffs and championships being on Monday, October 6, and Tuesday, October 7. Teams are 6v6 on the field with up to 8 people per team (6 on the field, 2 in reserves).

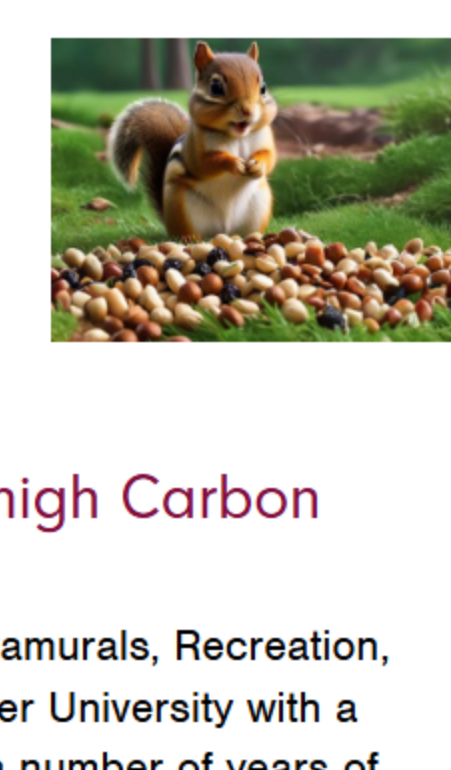
Both competitive and leisure options are available.

Register as a team or as an individual to be placed on a team.

All teams must have a Team Captain. The Team Captain is responsible for facilitating all communication between Intramurals and team members. All players will need to sign a waiver and provide emergency contact information.

Practice time for teams available starting Monday, August 25.

This event is open to all faculty, staff, and students. Any questions, contact intramurals@lccc.edu or 610-799-1181. [Registration](#) closes Thursday September 4.



2025 Cornhole Champions

Congratulations to the Dirty Baggers (Rick Christ, Emmalee Loch, Eric Minnich) on their best of 3 victory over the Cornhole All Stars (Justin Brosius, Ann Ehret) to claim the title of 2025 LCCC Cornhole Champions!

The Intramurals Department would also like to recognize a few special awards:

Best Dressed: Fae Schrack

Best Spectator: Stacey Betz

Most Improved Player: Joellen Rooney

Cooldest Name: GrantTurismo



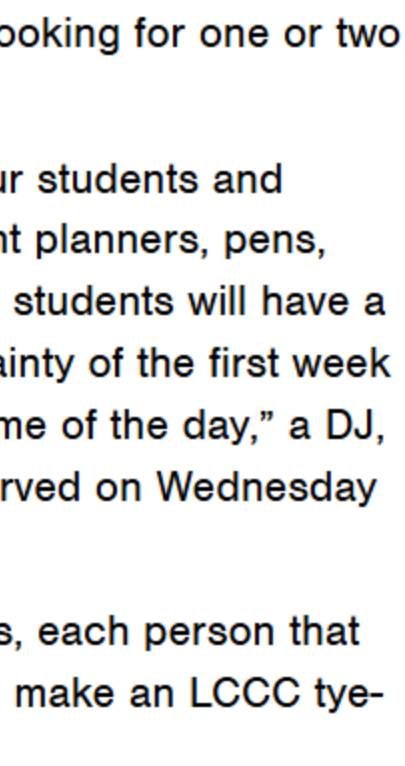
MYO Snack Mix

Do you feel sluggish and need a sweet treat mid-morning?

The Spirit Committee is here to the rescue!

The Spirit Committee welcomes faculty and staff to join us in "Making Your Own Trail Mix" on 9/18 from 11 a.m. to 1 p.m. in SSC 120.

Please [register](#) for this event



Please Welcome Zachary Snyder to Lehigh Carbon Community College

Zachary accepted the role of Manager of Wellness, Intramurals, Recreation, and Sports Clubs. Zachary graduated from West Chester University with a Bachelor of Science in Sports Medicine. Zachary has a number of years of experience with health, well-being, physical fitness, and strength coaching. Zachary, working alongside Lacey Timony, will be launching new activities and intramurals for students, staff, and faculty members this Fall. Zachary's office space is located in Bernier Hall, where you can find him supporting students and staff in our Wellness Center and Cougarcade, as well as the aforementioned wellness, recreation, and intramural planning and implementation.

Welcome Week Wayfinding 2025 - Volunteers Needed!

Please consider volunteering for the Wayfinding Program, which is part of the Welcome Week events for new and returning students!

As a Wayfinder, you will be greeting students, answering questions, providing directions to classes and campus services. There will be a welcome tent set-up in the mall area in front of the Student Union. We are looking for one or two volunteers per shift.

We will have resources on hand to help you best serve our students and answer their questions. We will also be distributing student planners, pens, maps, and of course, LCCC giveaways! Most importantly, students will have a quick point of contact to help ease the stress and uncertainty of the first week of classes. There will be lots of festivities each day: a "game of the day," a DJ, snow cones served on Monday and Tuesday, hot dogs served on Wednesday and Thursday, and free water each day!

As an incentive and thank you to our dedicated volunteers, each person that signs up for two shifts will receive a voucher to be able to make an LCCC t-shirt the week of Sept. 15!

To see the full schedule and sign up, [click here](#) (simply type your first and last name in the time slot(s) in which you'd like to volunteer). All questions can be directed to Daniel Melin, Director of Student Life, at [dmelin@lccc.edu](mailto:dmelin@lccc.edu). Thank you for your participation in this program, and best wishes for the fall semester!



Please Welcome Nicholas Ziegler to Lehigh Carbon Community College

Nicholas accepted the role of Grant Writer. Nicholas graduated from Wright State University in Dayton, Ohio, with a degree in Middle Childhood Education. Before that, Nicholas was a community college student in Ohio. Nicholas comes to us with a number of years of experience in grant writing, project management, and partnership development throughout the local non-profit sector. Most recently, Nicholas worked for the Wildlands Conservancy as a coordinator and previously as a grant manager. Nicholas also worked as an Education Coordinator with PBS39/Lehigh Valley Public Media. Nicholas appreciates everything outdoors, and when he is not hiking, exploring, or flying Drones, he enjoys what the Lehigh Valley has to offer. Nicholas's office space is located in the Student Services Building, Academic Services Suite, where you can find him researching and writing away.

911 Misdiads

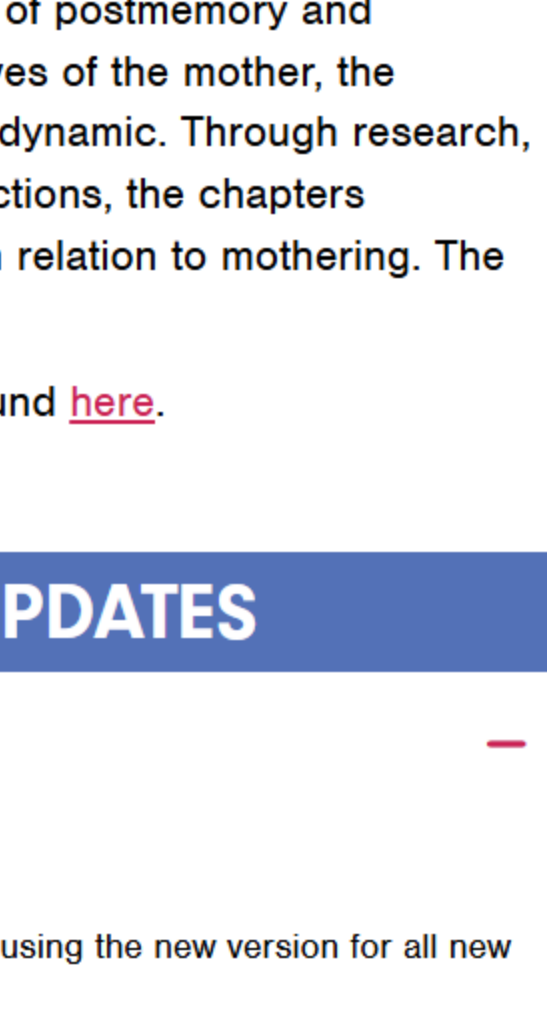
Since the beginning of 2025, there have been over 20 accidental 911 calls placed from our campuses.

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 (including long-distance calls), 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



Invitation to join LCCC Alumni for Hike and Wine Bus Tour

Fall is right around the corner and with fall comes crisper days and beautiful fall foliage. Why not spend Saturday, October 4 with LCCC alumni and friends on a bus trip for a three-hour hike at Dingmans Ferry State Park followed a visit to two wineries?

Faculty and staff tickets are limited to 20 seats.

For more information and to purchase your seat, [click here](#).

New Student Welcome Event August 20th

First Year Experience is hosting a New Student Welcome event coming up on Wednesday August 20th from 9 a.m. to 12 p.m. in the Community Services Center Ballroom.

The event is a great opportunity for new students starting classes to have an opportunity to meet staff and faculty from LCCC.

Please consider making sure your office or department is represented at the Services & Resources Fair that starts at 9 a.m. in the Ballroom.

Volunteers are also needed to assist with welcoming students to the event, helping students get swag bags, and staffing the check-in table.

Please reach out to the Director of First Year Experience at [pwahlen@lccc.edu](mailto:pwahlen@lccc.edu) to discuss specifics.

There will be Food trucks outside in the CSC parking lot starting at 8:30 a.m.

Updated Bulletin Board Policy

The Office of Communications, Marketing, and Student Life is pleased to present an updated policy regarding bulletin board postings around all campuses. Please review carefully. If your department is responsible for a bulletin board, please be sure to keep it updated regularly. Contact Daniel Melin, Director of Student Life, at [dmelin@lccc.edu](mailto:dmelin@lccc.edu) or ext. 1146 with questions. [Read Policy](#)

Dean Taylor's Most Recent Work Published by Demeter Press

Dean Tonisha Taylor's latest publication, "Visualizing My Mother in Three Acts," will be published by Demeter Press in the anthology Mothering and Inter/Generational Trauma, edited by Lamees Al Ethari and Maria Lombard. From the press release: This volume examines experiences and meanings of motherhood impacted by displacement and intergenerational trauma. The collection builds upon Marianne Hirsch's concept of postmemory and contextualizes this concept through the perspectives of the mother, the mother/child relationship, and the mother/society dynamic. Through research, personal narratives, and creative and artistic reflections, the chapters construct diverse interpretations of postmemory in relation to mothering. The scheduled release date is October 2025.

More information about this publication can be found [here](#).

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.** 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 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 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](mailto:onlinelearning@lccc.edu).

Online Learning Courses Available

**Register online** for our live and self-paced trainings. Trainings include: Canvas Course Certification, Remote Course Self-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.

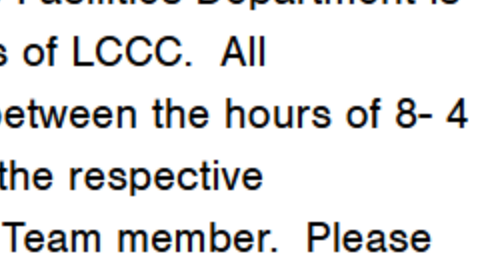
Digital Badges

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](mailto:onlinelearning@lccc.edu).

REMINDERS

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>



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.

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](mailto:dmelin@lccc.edu).

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 August- TBA

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](mailto:tdowlinghackett@lccc.edu) or Ginny Hertzog at [vhertzog@lccc.edu](mailto:vhertzog@lccc.edu).



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

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