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VOICE

Home

September 12, 2024

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 September 2024

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

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 Fall Hours
Monday through 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 Beem at tbeem@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 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 Boveri at mboveri@lccc.edu to schedule an online meeting.

Dean Peggy Heim
Mondays from 3 to 5 p.m. Email pheim@lccc.edu to schedule 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 Grannum-Mosley
Mondays from 1 to 3 p.m. Email agrannum@lccc.edu to schedule via Hangouts.

Interim Dean Elke Reichardt
Wednesdays from 3 to 5 p.m. Email EReichardt@lccc.edu to schedule online 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

Flyers Help Promote Campus Climate Survey

The campus climate survey goes live on Tuesday, Sept. 17. All eligible participants will receive an email that morning with a link to the survey, but we need to remind the campus community over the four weeks the survey is live to remember to take it. To assist with this, we have created flyers that can be printed out and posted in offices or classrooms, as well as a version that can be included in Canvas materials to remind students.

Both versions are attached and you are encouraged to use them through Oct. 18. Please note that the "interactive" version includes a live link to click that goes to the [webpage](#). The "print" version includes a QR code.

Thank you for helping to get the word out to students, faculty and staff about the importance of this survey.

Dean for the School of Humanities, Social Sciences, and Inclusion Candidate Presentations

The college community is invited to attend candidate presentations for the Dean of Academic Services – School of Humanities, Social Sciences, and Inclusion. The second candidate will be on campus Tuesday, Sept. 17. The presentation will be held beginning at 3 p.m. in the Community Services Center, Room 207 A/B; if you would like to attend remotely, a link for the Zoom session and feedback form is listed below:

Candidate: Dr. John Gillette

[Zoom Link](#)

[Feedback Form](#)

Emergency Procedures: Quick Reference Guide

As the semester is underway, please be aware of the guidelines flyer for emergencies that is posted in every office and classroom. "Emergency Procedures: Quick Reference Guide" lists protocols for responding to a variety of emergency situations.

Faculty, please familiarize yourself with this protocol in order to be prepared in case of an emergency. Also, point this out to students so they are also familiar with response recommendations.

There are protocols in place to assist in case of an active shooter/attacker, lockdown, fire, weather, medical, psychological crisis or bomb threat.

The flyer is also attached [here](#) for reference. If you have questions, reach out to Eric Minnich in the Department of Public Safety, 810-799-1911 or EMinnich@LCCC.edu. Phone numbers are also included on the back of student IDs.

Rocky Bleier Tickets for Sale

Tickets for the motivational evening with Rocky Bleier on Monday, Nov. 4, at the Glasbern Inn are available. Support our scholarships for veterans by attending. Tickets can be purchased [here](#).

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.

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 a 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 four online trainings that will be emailed to you from Knowb4. This is a single sign-on system that will enable to 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.

Online Learning News

View the September edition of the Department of Online Learning Newsletter. This edition includes information about the training programs we offer, including the newest Canvas Certification Course. It also includes: Recognition for Robin Musselman's QM Course, the article and training of the month; how to take take attendance in your Canvas Course information on Regular & Substantive Interaction; recognition for our badge earners; and this month's events around the Lehigh Valley. If you have any questions please reach out to 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

American Foundation for Suicide Prevention Film and Discussion

The Counseling Center and Public Safety have partnered with the American Foundation for Suicide Prevention to present a short documentary, It's Real: College Students and Mental Health, on Sept. 25, at 12:30 p.m. in the Community Services Center, room 203. Participants can attend in person or by [Zoom](#). View full details on the flyer [here](#).

All participants are asked to register [here](#).

LCCC Receives Two-Year Grant to Support CDL Training to Military and Underserved Students

LCCC is one of 27 colleges or training centers in the country and one of only two in Pennsylvania to receive a federal grant that provides funding to former and current military service members and their families, as well as underserved students to pursue careers as commercial truck drivers.

The college will receive \$135,600 of the total \$3.5 million awarded nationwide for this two-year grant, which will go to provide scholarships for the CDL training program, valued at \$5,650 each. Funds will support approximately 20 veterans and/or their family members and an additional four underserved students.

The funds come from the U.S. Department of Transportation, Federal Motor Carrier Safety Administration (FMCSA) through the Commercial Motor Vehicle Operator Safety Training (CMVOST) Grant Program.

The mission of FMCSA is to reduce crashes, injuries and fatalities involving large trucks and buses. The grant seeks to reduce the severity and number of crashes on our nation's roads involving large trucks and buses by expanding the number of CDL holders possessing enhanced operator safety training.

Funds will address the growing need for drivers in the rapidly expanding trucking industry. The grant will assist current or former members of the United States Armed Forces (including National Guard members and Reservists) and their spouses or children to receive CDL training and job search support in order to gain employment in the commercial motor vehicle operation industry.

Commercial truck driving is considered a high priority occupation in the region and offers strong employment possibilities and family sustaining wages.

The CDL program at LCCC teaches the knowledge and skills drivers need using a combination of classroom, driving range and on-road training. The program offers four- and eight-week options in both day and evening classes and is in partnership with Ancora Training. Experienced instructors help prepare students to take and pass their state's Commercial Driver's License test.

For additional information on the CDL program and scholarships, contact Aliana Ramirez, 956-292-9741, or aliana.ramirez@ancoraeducation.com.

Tamaqua's Morgan Scholarship Profiled in Sen. Argall Newsletter

Senator David Argall profiled the Morgan Scholarship in a recent newsletter, detailing the dramatic impact this program has had on students and their ability to pursue higher education goals. Under the headline "Here's the Proof: Tamaqua's Morgan Scholarships at LCCC Have Greatly Expanded the Number of Local College Graduates for 20+ Years!", the article describes the successes of the program since its inception 20 years ago, including the fact that more than 2,200 students have earned associate degrees, certificates and diplomas at LCCC's Tamaqua site. Many of those students took advantage of the Morgan Success Scholarship, which guarantees two years of free tuition for Tamaqua Area High School graduates who attend LCCC.

The percentage of Tamaqua Area School District residents who have earned an associate degree has increased by 50% in the past decade. A new study published by the Annenberg Institute at Brown University shows a strong link between this increase and the Morgan Success Scholarship: "All evidence we presented suggests that Tamaqua, Pennsylvania's Morgan Success Scholarship strongly refashions the educational trajectories of many eligible students."

The full study from the Annenberg Institute at Brown University can be found [here](#).

LCCC Begins College-wide Climate Survey Process

To the college community,

At LCCC, we understand that a welcoming campus climate is crucial to the learning process, student success and a sense of purpose in the workplace. We value a campus environment that advances principles of social equity and inclusion, environmental justice and equal access to resources and opportunities. The free exchange of differing ideas and viewpoints in supportive environments encourages students, faculty and staff to develop critical thinking skills that will benefit them throughout their lives.

We will be conducting a [climate survey](#) Sept. 17-Oct. 18, with the following goals: 1) identify successful initiatives, 2) uncover any challenges facing members of our community, and 3) develop strategic initiatives to build on the successes and address the challenges while informing our strategic plan.

Many Voices One Vision. We need to gather information from the college and to accomplish this, the college will embark on a comprehensive climate survey.

This is our opportunity to make positive, lasting changes and to continue building on the tenets on which LCCC was founded. To ensure full transparency, we have contracted with Rankin Climate, LLC, to help lead this effort. Rankin Climate has conducted more than 250 campus climate assessment projects over the last 22 years.

A team from Rankin Climate worked with a committee of LCCC students, staff and faculty to develop and implement the assessment. The results will help us to develop programs and policies that will increase inclusivity, as well as enhance and replicate programs, services and policies that are meeting the needs of the community.

For students, you must be at least 18 years old at the time of the survey date and enrolled in the fall 2024 semester to participate. For employees, you must be currently employed in the fall 2024 semester to access the survey. All students not yet 18 years old or in either the high school Dual Enrollment or Early College program are prohibited from participating in this survey. High school faculty teaching at the high schools also may not take the survey.

You will receive a link via email when the survey launches Sept. 17.

I hope that you will join me in supporting this important project.

Sincerely,

Dr. Ann D. Bieber, President

Stay Informed: Sign Up for LCCC Alerts

LCCC delivers fast notifications about campus emergencies, closings, weather notifications and delays. If you are not already a subscriber, use [this link](#) to sign up for the OmniAlert notification system. Use your L number and portal password to access the configuration screen, then enter any contact information you wish to use. You can customize how you receive the alerts: text, email or voice or all three.

Also, if you already have an account, confirm that your contact information in OmniAlert is correct and up-to-date. If you would like to receive text alerts, ensure you have a cell phone number entered.

Shine a Light on Our Student Workers: September Nomination Period Is Now Open

We are excited to announce that Career Development is continuing our tradition of recognizing and celebrating our outstanding student employees with "Student Employee of the Month" accolades! This initiative, which kicked off last year, aims to honor the hard work and dedication of our student employees who play a crucial role in maintaining a positive work environment at LCCC.

As you know, our student employees are often on the front lines, balancing academics, extracurricular activities, and multiple jobs while making valuable contributions to our departments and the college as a whole. Their commitment and perseverance is truly commendable!

How can you participate?

This summer, our student employees have shown incredible diligence. We encourage everyone to take a moment to recognize their efforts by nominating a deserving summer student employee for the month of September.

To nominate:

- Complete the [Nomination Form](#).
- Submit your nomination by Sept. 15.
- The selected student will be announced on Sept. 16 through College Voice and the student newsletter.

What to expect throughout the 2024-2025 academic year:

Monthly nominations: Each month, we will be calling for nominations. Please continue to support our student employees by completing a nomination form whenever you see someone deserving!

Announcement and recognition: Each "Student Employee of the Month" will be announced mid-month via Career Development's social media accounts, the LCCC student newsletter, and the College Voice. They will receive a small token of appreciation, a certificate, and special recognition in the Career Development office.

Thank you for helping us celebrate and appreciate the remarkable contributions of our student employees. Your nominations help us maintain a motivated and positive work environment!

Build Your Own Caramel Apple with Spirit Committee

Join the LCCC Spirit Committee on Thursday, Sept. 26, from 1:30 – 3 p.m. in SSC 120 to build your own caramel apple treat! A myriad of tasty toppings will be available for your customization. Please RSVP to create your caramel apple using [this form](#) by Thursday, Sept. 12. The limit is one apple per person. For more information, contact Tina Dowling-Hackett at tdowlinghackett@lccc.edu or Ginny Hertzog at vhertzog@lccc.edu.

Community Resource Fair

The KEYS program is sponsoring its first Community Resource Fair on Oct. 3, in the Community Services Center. The fair hours will be 10:30 a.m. – 1:30 p.m. Discover a wealth of support and resources with area agencies that address a variety of challenges. St. Luke's University Health Network will also have several departments there and will conduct free A1C and Lipid testing, grip strength and reaction time among other activities and information. Lyndi Mies from Weis Markets will also be conducting a free presentation, Eating on a Budget, in CSC 202 from 12:30 – 1:30 p.m.

This event is free and designed to help students, faculty and staff connect with resources in the community, so they can thrive in all aspects of life. Come join us for fun activities, free health screenings, free food and giveaways!

Reporting an Incident in START

If you are aware of an incident that concerns you – student behavior, violations of the LCCC Code of Student Conduct, academic honesty, emotional harassment, etc., the college has an online reporting tool, START, for you to make an official report. You can also access this online form by clicking on "[START](#)" in the LCCC portal under Faculty/Staff Resources and then following the prompts.

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 immediately 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. Friday; and 7 a.m. – 6 p.m. Saturday. If you have questions regarding START or to schedule a START training, email Associate Dean of Student Development Brian DeLong at bdelong2@lccc.edu.

SPIRIT & WELLNESS

Wellness Center Fall Hours

Wellness Center fall hours will be effective through Friday, Dec.13.

The Wellness Center will be open this fall for the following hours:

- Mondays-Thursday 9 a.m. – 5 p.m.
- Fridays 10 a.m. – 3 p.m.
- Saturdays and Sundays Closed

*All hours subject to change

The Wellness Center will be closed on the following dates:

- Wednesday, Nov. 27
- Thursday, Nov. 28
- Friday, Nov. 29
- Monday, Dec. 23 through Wednesday, Jan. 1

Wellness Center winter hours will be Monday, Dec. 16 through Thursday, Jan. 23 from 10 a.m. – 2 p.m.

Spirit Committee Upcoming Events

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

September

Iron Pigs Game – Friday, Sept. 20

Caramel Apple Day – Thursday, Sept. 26

October

Movement Challenge – All Month

Spirit Day: Halloween Costumes – Wednesday, Oct. 30

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

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

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