The COLLEGE VOICE

October 29, 2026

Submit Your College Voice News

All College Voice submissions are due by 12 p.m. Wednesday for Thursday's 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

Employee Appreciation Shout Outs

A quick and fun way to recognize your amazing colleagues! Celebrate specific actions and achievements. Choose a pre-made Shout Out or write your own personalized message. Shout Outs are a simple way to say "thank you" or acknowledge someone who's made your day better, perfect for those everyday moments of appreciation!

Nominate Your Colleagues

Quick Links

- President's Desk October 2026
- 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.

ANNOUNCEMENTS

LCCC Teacher Education Represented at Statewide Early Childhood Education Summit



Lehigh Carbon Community College's Teacher Education department was represented at the 2026 Pennsylvania Early Childhood Education Summit, held October 18–21 at the Penn Stater Hotel and Conference Center in State College.

Kathryn Kashner, an Early Childhood Education adjunct faculty member and ECE field supervisor at LCCC, participated in a presentation on Child Development Associate (CDA) credentialing in collaboration with colleagues from PA ACCESS (Associate Degree Early Childhood Teacher Educators). The presentation highlighted opportunities and support for early childhood professionals pursuing the CDA credential. The CDA process, creation of the online portfolio, and study techniques were also discussed.

Elizabeth Shope, Assistant Professor and Special Projects Coordinator, represented LCCC through the college's Early Childhood Education exhibit. Approximately 120 conference attendees visited the LCCC booth in person, while an additional 27 engaged with the college via the Summit's virtual platform.

The exhibit reached a diverse statewide audience that included early childhood teachers and assistants, center directors and owners, Head Start and Pre-K Counts professionals, school district educators, early intervention staff, quality coaches, professional development coordinators, and other early childhood leaders. Information was shared about LCCC's Early Childhood Education degree and credential pathways, including the Early Childhood Education A.A.S., CDA and apprenticeship opportunities, Director Credential pathway, and additional opportunities for early childhood professionals to continue their education and advance in the field.

The Summit provided an opportunity to showcase LCCC faculty expertise, raise statewide awareness of the college's Early Childhood Education programs, and strengthen connections with professionals and organizations that support Pennsylvania's early childhood workforce.

Special thanks to Dr. Megan Strella, Teacher Education Department Coordinator, whose planning and support helped ensure LCCC was well represented throughout the Summit, and to Dean Scott Aquila for his support of the department's participation in this statewide event.

Photo caption: PA ACCESS presenters, left to right: Brandi Slider, Westmoreland County Community College; Elizabeth Lattanzi, Montgomery County Community College; Anu Sachdev, East Stroudsburg University; and Kathryn Kashner, Lehigh Carbon Community College.

AP CHECK RUN CHANGE for November

Please be advised that the check run for the last week of November will be on Wednesday, November 25, 2026, due to the Thanksgiving holiday. ALL invoices that need to be paid in that check run need to be sent to Accounts Payable no later than Friday, November 20, 2026. Please reach out to Mary

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 vblue@lccc.edu to schedule a meeting.

VP Larissa Verta
Access virtual and in person office hours on Mondays from 3 to 5 p.m.; Tuesdays from 9:30 10:30 a.m.; and Thursdays from 12:30 to 2 p.m., or email gtillitt@lccc.edu to arrange a scheduled meeting.

VP Stacey Betz
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 to schedule an online meeting.

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. 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 ktrahan@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
Wednesdays 8:30 to 10:30 a.m.; Thursdays 2 to 4 p.m. Email saquila@lccc.edu to schedule an online or face-to-face meeting.

Decker at mdecker@lccc.edu if you have any questions.

Student Nurse Association



The Student Nurse Association would like to share with you some of the hard work produced recently.

Before our official leadership team was appointed, Dr. Ina Levin (SNA Advisor) and Lynne Hanna (clinical secretary) worked tirelessly to host an informational event on October 7th. The goal was to introduce students to SNA and highlight the role in supporting nursing students throughout their academic journey. The event was a resounding success, with over 130 students in attendance! In addition to the impressive turnout, there was overwhelming interest from students eager to step into leadership roles.

Following the informational session, SNA hosted an election event featuring candidate speeches and refreshments for attendees. Based on a popular vote, our new executive board was elected (pictured below).

President: Tyrone Mbiu

VP: Adriana Anglon

Treasurer: Jennifer Stangl

Secretary: Ariana Gonzalez

Student Government Representative: Ashir Choudhry

Advisor: Dr. Ina Levin

We are excited for the upcoming academic year and look forward to continuing our mission to support and empower our nursing students. Thank you for your continued support of our organization!

Ella Marsh – Retirement

As Ella, Director of Enrollment Services Operations, prepares for retirement, we celebrate her many contributions to the College throughout her years of service. Ella first joined Lehigh Carbon Community College in 1996 and later returned in 2019 as a valuable asset to both the Financial Aid Office and Enrollment Services. Her knowledge, dedication, and commitment have made a lasting impact on her colleagues and the students they serve. We are grateful to Ella for all she has contributed and the positive difference she made throughout her time at LCCC.

Please join us on Thursday, October 29, at 2:00 p.m. in the Financial Aid Office (SSC 118) for refreshments and to wish Ella well in this exciting new chapter!

Employee Self Service Review Request

To ensure LCCC has your current information on file, the Payroll Office requests that you review the following items in Employee Self Service:

1. **Verify Your Home Address**

Keeping your address updated is critical for accurate tax withholdings, W-2 delivery, and official LCCC correspondence.

- **To update your address:** Complete a Residency Certification Form and submit it to the HR department.
- **Note:** There are separate forms for the main campus and other campus sites.
- **Access the forms:** Click the link below and navigate to the **Tax Forms** section.

https://my.lccc.edu/campusm/home#pgitem/1000024881

2. **Review Your Federal Withholding**

Now is an excellent time to verify your Federal tax withholding.

- **View your current status:** Year-to-date (YTD) totals are located under the **Benefits, Deductions, and Taxes** section of your latest pay stub.
- **Make updates:** You can easily update your W-4 digitally within Employee Self Service—no paper form is required.
- **Navigation:** From your dashboard, go to the **Taxes** menu and click on **W-4 Employee's Withholding Allowance Certificate**.

Captured by FireShot Pro: 29 October 2026, 09:53:15 AM
https://getfireshot.com

Please note: LCCC cannot provide personal tax advice or advisory services regarding your withholdings.

First Tuesday AI Coaching Conversation

Please join the Faculty Coaches virtually through Zoom on November 3, 2026, for an innovative conversation about AI!

November 3, 2026, at 2:30 p.m. with Mary Engle, Associate Professor of Chemistry and Engineering, and Karen Wotring, Associate Professor of Nursing

"Getting Started with AI in the Classroom: Transforming Your Course Materials into Interactive Experiences"

Unlock the potential of generative AI by transforming your course materials into interactive learning tools. This hands-on workshop will use the powerful duo of Gemini Notebook and Gemini to "program" custom learning experiences. Guided by the "Instructors as Innovators" framework, you will leverage your own pedagogical expertise to design sophisticated simulations, tutors, or co-creation tools tailored to your specific course needs. We will provide the "blueprints" to help you build quality interactions – no experience required. By the end of this session, you will have a classroom-ready AI activity specifically grounded in your own assignments and rubrics.

Also, do not miss our AI conversation in February!

February 2, 2027 at 2:30 p.m.m. With Mary Engle, Associate Professor of Chemistry and Engineering

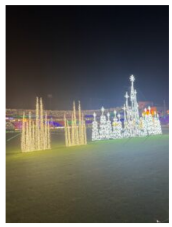
"Reclaiming Human Value in the AI-enhanced Classroom"

When AI can instantly write essays, solve complex equations, and generate code, students are no longer asking "How do I use this tool?" but "What is left for me to do?" As educators, our mission now includes helping students discover and own their Human Value. This powerful session explores the Human-in-the-Loop philosophy. We will dive deep into why human intuition, ethical agency, critical thinking, and lived experience are more valuable than ever. Attendees will leave with specific, immediately applicable, classroom-ready AI-based activities designed to empower your students to recognize, reclaim, and articulate their unique value in an AI-driven world.

Please use this Zoom Link to join us for this timely and useful coaching conversation!

Faculty AI Resources are available to all faculty!

Faculty and Staff Tickets available for Illumination on 12/18



Tickets are now available for Illumination at the LV Iron Pigs stadium for Friday, 12/18. Join LCCC Alumni for a fun-filled evening out with your family and friends.

Includes dinner in the Nutcrackers Suite with a holiday-themed all-you-can-eat buffet.

Illumination is a walk-through holiday lights experience at Coca-Cola Park. features nearly TWO MILLION holiday lights and a synchronized music light show every 15-20 minutes.

More information about the event can be found here.

For additional information, contact JoEllen Rooney, Alumni and Events Manager, at 610-799-1929 or email jrooney@lccc.edu.

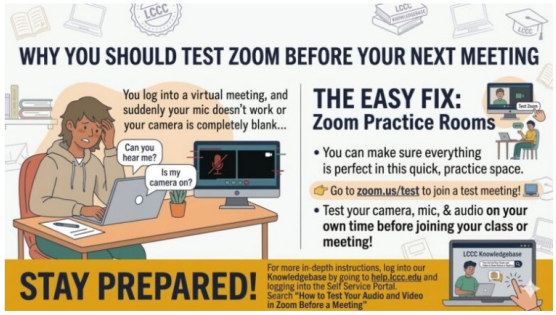
Online Learning Update

The Department of Online Learning is pleased to welcome Susan Darlington! Susan, who recently retired as Associate Dean of Online Learning at Bucks County Community College, is stepping in to temporarily cover for Rachel Zarzatian, our Instructional Design Manager, while Rachel is on maternity leave.

Please direct any questions, requests, or duties that would normally be handled by Rachel to Susan during this time. You can reach her at sdarlington@lccc.edu.

How to Test Your Microphone, Camera, and Speakers on Zoom

Learn how to test your microphone, speakers, and camera using Zoom's test meeting feature



Veteran's Day Hike / Ruck



Join us for a Veterans Day Hike & Ruck!

Event Details:

- Morgan Campus: Tuesday, November 10 at 12:00 PM, meet in the lobby.
- Main Campus: Thursday, November 12 at 2:30 PM, meet in front of Berrier Hall

Duration: Expect a 30 to 45-minute hike at each location.

What is a Ruck? Rucking is walking or hiking with a weighted backpack (a "rucksack"). Originating as a fundamental military training exercise used to build stamina and strength, it has become a popular, low-impact fitness activity.

What Should You Bring?

- Comfortable walking or hiking shoes
- Water
- A loaded backpack if you want to ruck—or just bring yourself and walk along with us! Carrying extra weight is completely optional.

Come out to honor our veterans, get moving, and connect with the campus community!

Questions: Contact Lacey Timony at LTimony@lccc.edu

Registration form

LASSI Lesson: Helping Students Select Main Ideas

The students enrolled in these courses (BUS 109, CIS 119, EDU 114, EGR 102, PSY 105, RSS 102, and SDS 106) who took the Learning and Study Skills Inventory (LASSI) provided us with some insights into the possible skills of incoming students in terms of their ability to Select Main Ideas (SMI).

The LASSI SMI measure assesses their self-reported ability to identify important information. Our SMI measure was low (41.03 vs. the nationally normed dataset). Among the individual LASSI questions related to the SMI, students self-reported being able to pick out important information from lectures (Q55); however, they noted difficulty identifying important points when reading (Q16) and not knowing what to highlight (Q48).

When it comes to reading, each academic discipline has different best practices. One reads a piece of literature, a science textbook, and a math word problem very differently. Helping students navigate reading across our disciplines may be key to their success.

Contact Michael Spinks and Katy DeLong at thelassi@lccc.edu with questions, and check back next week for more LASSI Lessons.

New Dynamic Form for Release Time/Stipend Requests

The Request for Release Time/Stipend Form has been updated to a Dynamic Form. The new form can be found as follows:

Faculty & Staff Resources/Academic Services/Academic Services & Student Development. It can also be found under College Forms.

If you have any concerns or questions, please contact Myra Handwerk in Academic Services (mhandwerk@lccc.edu)

Virtual November Mini-Institute



We are excited to announce that LCCC is partnering with seven other Pennsylvania community colleges to offer a virtual November Mini-Institute!

When: Friday, November 13 | 10:00 a.m.–12:00 p.m. | Zoom/Teams

The event will feature two concurrent professional development sessions for faculty and staff. All employees are encouraged to explore the session offerings and register.

The final program, including the session schedule and Zoom/Teams links, can be viewed on the schedule.

We hope you'll join us for this collaborative professional development opportunity!

Retirement celebration for Terri Houck



Terri Houck is retiring! Please join us to celebrate Terri's many years with Lehigh Carbon Community College. We thank Terri for the many ways she has contributed to the LCCC community. Join us for refreshments at the Duplicating and Mail Services Center, SSC 5, at 1:00 p.m. on Thursday, November 5, 2026. Congratulations, Terri!

Updated – Professional Development Committee Proposal (faculty & classified staff)

The Professional Development Committee Proposal (for faculty and classified staff) has been updated to a Dynamic Form. This can be found on the Portal under College Forms, Professional Development OR Faculty/Staff Resources, Professional Development.

All relevant documentation must be attached to this request. All completed forms will be forwarded to Academic Services for processing. Applicants will be notified by email whether their proposals have been approved.

For any concerns or questions, please contact Myra Handwerk in Academic Services (mhandwerk@lccc.edu)

Pennie's Open Enrollment

Pennie's open enrollment period runs yearly from November 1 through January 15. Pennsylvanians can enroll in health coverage through Pennie, the state's health insurance marketplace. If you have questions or need help enrolling, visit Pennie Connect or call the Pennie Customer Service Center at 1-844-844-8040.

This Information has been made available by the LCCC Community Resources and Basic Needs Office. Contact communityresources@lccc.edu with questions.

Celebrating Our Colleagues: Employee Appreciation Shout Outs

We're excited to announce the recipients of our Employee Appreciation Shout Outs from the 1st quarter! These individuals have been recognized by their colleagues for their everyday wins and standout moments. A huge congratulations to:

Liliana Acosta

Barbara Ahenkorah

Jen Aquila

Scott Aquila

Connor Baker

Kathy Baker

Kescha Bell Ross

Kevin Benway

Doug Brace

Mary Brinker

Justin Brosious

Mike Busch

Hazel Carrera

Adriana Collado

Mary Decker

Chris Dellanno

Laura Doherty Eddinger

Gene Eden

Tara Frana

Demas Frederick

Sydney Geist

Quinn Gilligan

Rebecca Hackman

Myra Handwerk

Joseph Hardenberg

George Hegedus

Ginny Hertzog

Jennie Hontz

Terri Houck

Joslyn (Andrew) James

Jessica Kirk

Wendy Knutsen Hess

Brandon Kwiatek

Katy Lange

Liz Lewis

David Longenbach

Alex Maaser

Danny Melin

Eric Minnich

Stephanie Morrison

Alex Nguyen

Carolyn O'Steen

Richard Paterick

Yazaman Razavi

Tracey Richards

Maura Roberts

Jodi Rowlands

Jonathan Sanchez

Cheryl Schaffer

Zoe Schmitt

Stephanie Shiffert

Joseph Smickle

Zachary Snyder

Mike Spinks

Elaine Trimble

Sara Turkdonmez

Jasmine Ungangst

Erin Vermeulen

Phil Vo

Rachel Zarzatian

Amber Zuber

Thank you for demonstrating our values and for making a positive impact. Your contributions are a testament to the incredible community we're building here at LCCC.

And special congratulations to this quarter's prize winner! Congratulations to Mary Decker! Your Employee Appreciation Shout Out was randomly selected, and you've won a $10 Dunkin' gift card and an LCCC coaster.

LANTA 2026 Annual Survey

Calling all LANTA bus riders! The LANTA 2026 Annual Rider Survey is now accepting responses. This is a great way to provide feedback to help LANTA understand their riders and make future decisions across Lehigh and Northampton counties. They would greatly appreciate you taking the time to complete the survey.

As a thank-you for participating, riders who complete the survey will have the chance to win a free 30-day bus pass!

Complete the survey today in English or in Spanish.

SPIRIT & WELLNESS

Spirit Committee Upcoming Events

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

October 29 – Spirit Day; Dress in Halloween Costumes

November 10 – Fall Floral Arranging
November 18 – Virtual Bingo
November 19 – Mindfulness Series (RSVP Required)

December 9 – Holiday Breakfast
December 10 – Mindfulness Series (RSVP Required)
December 14 – Holiday Potluck Luncheon
December 16 – Virtual Bingo

For questions about any upcoming events, please reach out to Ginny Hertzog at vhertzog@lccc.edu or Tara Frana at tfrana1@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 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 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**.

COLLEGE ENGAGEMENT AND WELL-BEING

Employee Appreciation Shout Outs

A quick and fun way to recognize your amazing colleagues! Celebrate specific actions and achievements. Choose a pre-made Shout Out or write your own personalized message. Shout Outs are a simple way to say "thank you" or acknowledge someone who's made your day better, perfect for those everyday moments of appreciation! Submit your Employee Appreciation Shout Outs.

Innovation Award

The purpose of the LCCC Innovation Award is to motivate employees to generate new ideas, solve problems creatively, and contribute to the college's overall innovation efforts. Given to teams, departments or committees within the college that have demonstrated exceptional creativity, originality, and breakthrough thinking in developing new services, processes, or solutions, essentially recognizing and celebrating those who contribute to advancing the organization through innovative ideas and practices. They aim to foster a culture of continuous improvement and encourage further innovation within the college.

The LCCC Innovation Award is given annually to one college team, department or committee (minimum 2 people). The Spirit Committee will select one award recipient to be recognized at the annual Staff and Faculty Awards reception. Award recipients will be added to the LCCC Innovation Award perpetual plaque on display in the Student Services Center in addition to receiving an award certificate and celebratory lunch.

Innovations may be demonstrated through the following ways:

1. The creation and implementation of innovative programs, partnerships and/or activities that improve the institution's ability to serve students and the community which results in improved customer satisfaction and/or delivery of programs/related services.
2. The creation or improvement of a process and/or policy which results in time savings, workflow enhancements, cost savings, revenue increases, improved service, or increased safety.
3. Implementation of a new technology application which enhances customer satisfaction and improves the institution's ability to serve students and the community.
4. The innovation is not more than 2 years old at the institution.

To make a nomination, complete this form. For consideration, your candidate must meet all criteria and have at least one recommendation letter.

Power of Collaboration Award

The purpose of the LCCC Power of Collaboration Award is to recognize a team, department or committee that demonstrates exceptional teamwork, actively supports colleagues, and works effectively together to achieve shared goals, essentially recognizing their outstanding collaborative efforts within the college.

The LCCC Power of Collaboration Award is given annually to one college team, department or committee (minimum 2 people). The Spirit Committee will select one award recipient to be recognized at the annual Staff and Faculty Awards reception. Award recipients will be added to the LCCC Power of Collaboration Award perpetual plaque on display in the Student Services Center in addition to receiving an award certificate and celebratory lunch.

The following criteria should be considered:

1. They work positively and productively with other team members whose combined efforts have resulted in significant innovations, solutions, and advancements, demonstrating the power of collaboration.
2. They have blended their unique skills, knowledge, and efforts to form a powerful synergy, enhancing their collective output. It emphasizes the core of successful collaboration: accomplishing more together than would be possible solo.
3. The nominees have used innovative approaches, introducing fresh methods, ideas, or solutions to harness their collective creativity to forge new paths and achieve results.
4. They model clear communication and constructive conflict resolution. They excel in maintaining open channels of communication, fostering a respectful and productive environment.

To make a nomination, complete this form. For consideration, your candidate must meet all criteria and have at least one recommendation letter.

Spirit Awards

The LCCC Spirit Committee invites nominations for the annual Spirit Award, presented at the Employee Appreciation Ceremony each May. One recipient will be selected from each of the following groups: ESP Staff, Administrators, and Faculty.

This award recognizes individuals who exemplify a positive attitude, foster teamwork, support an inclusive campus culture, and go above and beyond in their roles. Recipients demonstrate leadership, empathy, and a strong alignment with the college's values, contributing meaningfully to the overall morale and spirit of the campus community. Nominate a colleague for the Spirit Award. ***Previous recipients are not eligible.***

Please use the following criteria to nominate a colleague; be prepared to offer examples of how the employee exhibits these criteria:

- Positive Attitude

Consistently maintains an optimistic outlook, even during challenging situations; brings enthusiasm and energy to the workplace; helps to create a supportive environment.

- Team Collaboration

Actively contributes to teamwork, supports colleagues, and promotes a sense of unity; works well with others to achieve shared goals and fosters a cooperative environment.

- Workplace Culture Contribution

Demonstrates commitment to fostering a positive company culture; engages in activities that promote inclusivity, diversity, and respect within the college.

- Going Above and Beyond

Regularly exceeds expectations in terms of performance and initiative; takes on additional responsibilities or offers to help others without being asked.

- Leadership and Inspiration

Inspires others through actions and works, helping to motivate and encourage teammates; demonstrates leadership qualities, whether in formal or informal capacities.

- Supportive and Empathetic Behavior

Shows genuine care and concern for the well-being of colleagues; actively listens and provides emotional support or encouragement when needed; serves others and is always willing to help; inspires and encourages others.

- Creativity and Problem-Solving

Brings innovative ideas to the table and helps solve problems creatively; encourages others to think outside of the box and embrace new approaches.

- Commitment to the Organization's Values

Consistently aligns behavior with the company's mission, vision, and values; demonstrates ethical behavior and acts with integrity.

- Overall Positive Impact

Has a lasting, positive influence on the workplace environment, boosting employee morale and creating a sense of community.

FUNDING AND GRANTS

Looking for grant funding? The Grants Office maintains a Grants Blast! featuring current funding opportunities for LCCC faculty and staff from government agencies, corporate funders, and private foundations. Opportunities are organized by program area and updated bi-weekly, so check back regularly for new funding possibilities.

Have a project or funding need in mind? Contact the Grants Office to discuss your idea.

Stay up to date take a look at the Grant Blast.

REMINDERS

Open Conversations With The President- Donley



Win Prizes at the SGA Halloween Fest Costume Contest!

Join the LCCC Student Government Association for our annual Halloween Fest event on Thursday, Oct. 29, from 12 – 4 p.m. in the Student Union! Enjoy craft activities, free food, a spooky photo booth, and more.

Our annual costume contest will start promptly at 2:30 p.m., and the top three prizes are available in both the student and faculty/staff contests. All are encouraged to participate. If interested, show up at the Student Union in your best costume by no later than 2:15 p.m. on the day of.



For more information or questions, please contact Daniel Melin at dmelin@lccc.edu. We hope to see you there!

City of Allentown Halloween Walking Parade



Join us on Saturday, October 31, as we represent LCCC during the City of Allentown's HALLOWEEN WALKING PARADE from 11 a.m.- 2 p.m. The Donley Center will set up a table and chairs on Hamilton St. between 10th and 11th Street to hand out candy & trinkets to parade participants and interact with the community. You are welcome to bring family or friends. Show your Cougar pride by wearing LCCC swag or a costume.

Volunteers needed for the following shifts and responsibilities:

- 10am -11am- Help with setup. (table, chairs, candy, etc.)
- 11am to 1pm- Candy distribution and interaction with the community
- 12 pm- 2 pm – Candy distribution and interaction with the community
- 2 pm- 3 pm- Help with cleanup (remove table and chairs)

Volunteer sign-up form

In addition to volunteers, we need Candy and LCCC Swag Donations to distribute at the parade. Send candy to Donley, attention to Gladys Malpica.

Saturday, October 31st, 2026 (Rain date: Sunday, November 1st)

Halloween Walking Parade in Downtown Allentown (9th to 12th and Hamilton St.) – (11:00 am – 2:00 pm)

PTK Students Awarded Distinctions of Excellence at MSR Convention



LCCC's chapter of the Phi Theta Kappa Honor Society attended the Middle-States Regional Convention on Saturday, Oct. 10, at Delaware Technical Community College, where they were awarded several awards of distinction.

Honors In Action Project Award

Honors In Action Topic Distinction Award

Paragon Award for New Advisors (awarded to Daniel Melin, Director of Student Life)

The chapter also received recognition as a 2025 5-Star Chapter of Excellence, a standard by which PTK International recognizes chapters that have gone above and beyond in achieving both Honors In Action and College Projects, participating in regional networking events, and making significant efforts toward student professional development, among other achievements.

Congratulations to our amazing PTK students!

Fall Floral Arranging



The Spirit Committee invites all faculty and staff to a Fall Floral Arranging event! Don't worry about allergies—all flowers are faux. Each participant will receive a mason jar and twinkle lights, along with their choice of a variety of seasonal flowers and decorative adornments to customize their arrangement. **Please bring your own glue gun if you plan to use one.**

Main Campus Event

Tuesday, 11/10, from 11:00 a.m. to 1:00 p.m. in SSC 120.

Morgan Center Event

Monday, 11/9, from 11:00 a.m. to 1:00 p.m. in MC 106

Donley Center Event

Friday, 11/13, from 11:00 a.m. to 1:00 p.m. in DC 701.

While supplies last, sign up by 11/2. We will also be offering coffee; there is no need to sign up if you just want to drop in for a cup. Your arrangement will be perfect for your holiday table or to give as a host gift! If you have any questions, please contact Jennie Hontz at jhontz@lccc.edu.

SGA Attends ASGA National Summit

LCCC's Student Government Association attended the 2026 American Student Government Association National Summit in Washington, D.C., earlier this month, where they networked with SGAs across the nation, participated in leadership development workshops, and explored the educational enrichment of our country's capital. They will utilize what they learned during the three-day conference to improve campus life and better advocate for student needs. Congratulations to our SGA on a successful professional development opportunity!



Transfer Events at Donley and Morgan

Interested in transferring to a four-year college or university to earn your bachelor's degree?

Join us and representatives from various colleges and universities for an informative session on the transfer process! Learn about the steps to transfer to a four-year institution, explore the many transfer partnerships LCCC has to offer, and discover the opportunities available to help you reach your academic goals.

Morgan Center

November 4, 2026, 9:00 a.m.- 12:00 p.m., Lobby

Donley Center

November 10, 2026, 9:00 a.m.-12:00 p.m., Lobby

Annual Benefits Open Enrollment 2027 is happening now!

Open Enrollment healthcare materials were sent out earlier this week. If you are a benefits-eligible employee, please check your inbox for an email from Tammy Nolan, Associate Director of Human Resources.

Please review the materials and complete any enrollment changes by the November 13, 2026, deadline.

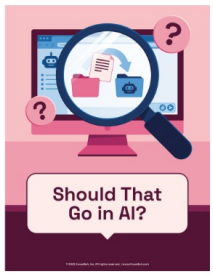
Spark Student Success: Schedule a Brief Fall 2026 Career Presentation

The Career Development Center is gearing up for our Schnecksville Fall 2026 Career Fair on Thursday, November 12th (10 a.m. – 2 p.m.), and we want to partner with faculty and step inside the classrooms!

Building on our hugely successful visits at Allentown and Tamaqua, our team is offering quick 5- to 10-minute presentations for your in-person or remote classes. These short visits demystify the professional world, helping students turn their classroom learning into real-world internships, jobs, and industry connections.

Help inspire your students and book a quick class visit today.

Cybersecurity Awareness Month: Navigating AI at Work – Partner or Threat?



While AI tools can save time and make daily tasks easier, they also come with real security risks. Accidental data leaks, inaccurate information, and sophisticated scams are among the main risks associated with modern artificial intelligence.

Before sharing sensitive information, always ask yourself: "Should that go in AI?" Protect our campus by adopting a zero-trust approach, minimizing data sharing, and verifying outputs. For specific organizational guidance, please refer to the LCCC Policies and Regulations Manual (Policy No. 3-233, 'Artificial Intelligence (AI) Guidelines') available here.

Want to learn more about navigating AI safely at work? Click here

Open Conversations With The President- Morgan



Fit & Flavor: Hike and Make Your Own Trail Mix

For the final Fit & Flavor activity, LCCC's Recreation Sports and Wellness Team is hosting a 30-minute Trexler Nature Preserve hike on Tuesday, November 3, followed by a make-your-own trail mix station. If you are interested in participating, please fill out this google form so we can get a better idea of the headcount.

Participants, please arrive at Berrier Hall promptly at noon so we can begin our hike!

Free Food!

There will be free meals available to LCCC registered students at both the Donley and Morgan Campus'. The meals will include subs and pasta from Yarnell's Deli.

LCCC Donley

Wednesday November 4

11 a.m. – 1 p.m. – Donley Center Lobby Waiting Room

LCCC Morgan – Tuesday November 3

11 a.m. – 1 p.m. – Morgan Center Lounge

First come, first served!

Quantities are limited Brought to you by Community Resources and Basic Needs, Student Life, LCCC Foundations and PA Hunger Free Campus.

Partnering for Student Success: Guidance, Registration, and Retention

Every student's journey relies on strong support along the way. Your presence and guidance as faculty make a big difference in helping students stay enrolled, overcome hurdles, and graduate.

If you'd like to support students during upcoming registration periods but aren't fully familiar with the current process, we invite you to become a Retention Champion.

Step 1: Fill out the interest form.

Step 2: Complete the flexible, self-paced Canvas module at your own speed.

Step 3: Empower students to register and reach their academic goals.

Thank you for being such an important part of our students' journeys! Questions? Please get in touch with Dr. Jodi Rowlands (jrowlands@lccc.edu, (610)769-1342)

Bus Trip to Kutztown University

On Friday, November 13, 2026, Kutztown University will host a bus trip for LCCC students, transporting them from the main campus to Kutztown University. The event will include an information session for prospective transfer students and a campus tour. Students will be picked up at 10:15 a.m., and the event will run until 2:30 p.m.

Interested students should register via this link.

Click on Transfer Preview Day

Please complete an LCCC waiver form, which will be emailed to you after registration.

Pick-up location:

Parking lot: F (In front of Community Services Center)

Lehigh Carbon Community College

4525 Education Park Drive

Schnecksville, PA 18078



November Virtual Bingo



Join the LCCC Spirit Committee for virtual office bingo on Wednesday, November 18, starting at Noon by signing up here! This event is limited to the first 25 sign-ups.

Please sign up to play bingo here.

For more information, contact Ginny Hertzog at vhertzog@lccc.edu or Ronnie Blue at vblue@lccc.edu.

LASSI Lesson: Self-reported Information Processing

The Learning and Study Skills Inventory (LASSI) asks students to self-report various aspects related to college success. During Fall 2025, students enrolled in these courses (BUS 109, CIS 119, EDU 114, EGR 102, PSY 105, RSS 102, and SDS 106) reported key strengths and areas for improvement in Informational Processing (INP).

LASSI Learning And Study Strategies Inventory
Lehigh Carbon COMMUNITY COLLEGE

The LASSI INP measure assesses their self-reported ability to use images, verbal expression, organization, and reasoning as learning strategies to learn new material. Students noted strengths in finding relationships between what they are learning and what they already know (Q3); relating new information to their general knowledge (Q18); and translating what they are studying into their own words (Q22).

Students' lowest INP-related question scores were seeing what they are studying in everyday life (Q35) and not practicing new principles they learned recently in class (Q10). Real-world examples and encouraging time on task might help students strengthen their INP.

Questions? Contact Michael Spinks and Katy DeLong at thelassi@lccc.edu. Check back next week for more insights!

Genio (AI-Powered Note-Taking) Pilot Project Outcomes

During the 2025–2026 academic year, the Disability Support Services (DSS) office piloted Genio Notes (formerly Glean) to evaluate how AI-driven accommodations lower academic barriers and enhance learning for students with learning challenges.

What is Genio Notes? Genio Notes is an AI-powered study platform that automates lecture capture, allowing students to focus on active listening and comprehension rather than frantic note-taking.

Key features include:

- Audio & Slide Sync: Automatically aligns recorded lecture audio with imported PowerPoint/PDF slides and student notes.
- Speech-to-Text & Summaries: Generates searchable transcripts, live captions, and AI lecture outlines.
- Active Recall ("QuizMe"): Automatically converts lecture content and transcripts into self-testing quizzes.
- Timestamp Tagging: Allows one-click tagging (e.g., Important, Review, Task) during live classes.

Key Student Impact & Outcomes

The pilot demonstrated high platform engagement, reduced academic stress, and a significant shift toward effective study habits:

- Higher Academic Performance: Students who integrated AI study tools into 51–75% of their study time achieved the highest average semester GPA at 3.65.
- Transition to Active Learning: Pre-use data indicated widespread struggles with note-taking and exam preparation. Post-use, students shifted from passive note-taking to active study routines and reported greater exam readiness.
- High Post-Class Persistence: Platform analytics showed 1,925 class views across 1,367 recorded sessions, demonstrating that students frequently revisit and replay complex lecture segments for clarification and exam prep.
- Mastery via Retrieval Practice: Students generated 292 self-testing quizzes (averaging over 13 quizzes per student), adopting active recall as a core study habit rather than a one-time task.
- Reduced Cognitive Load & Obstacles: Difficulties with capturing fast speech, deciding what to write, and making sense of notes post-class dropped significantly, leading to lower self-reported academic stress.
- In-Class vs. Post-Class Usage: Students favored letting Genio record during class so they could focus entirely on listening, preferring to utilize transcripts, slide sync, and quizzes during post-class review.

Next Steps (2026–2027 Strategy)

Building on Year 1 outcomes, DSS plans to scale successful "superuser" study habits to the broader student body, refine guidance for using the live classroom tool, and further optimize AI integration to boost accessibility and academic performance across disciplines.

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