



May 14, 2026

Submit Your College Voice News

All College Voice submissions must be by 12 p.m. Wednesday for Thursday's edition. Special editions will be published as needed. All articles, photos, and information, links and comments are subject to our editorial review. 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 services colleague! Celebrate specific actions and achievements. Choose a peer to thank and write a brief message. Shout Outs are a quick and easy way to recognize your colleagues and are a great way to show appreciation for their contributions to the college. Submit your shout out to [employeeappreciation@lccc.edu](#) to be featured in our next issue.

[Nominate Your Colleague](#)

Quick Links

- [President's Desk, May 2025](#)
- [Dean of Student Services, 2025](#)
- [Dean of Financial Services, 2025](#)
- [Dean of Career Services, 2025](#)
- [Dean of Health Services, 2025](#)
- [Dean of Information Services, 2025](#)
- [Dean of Learning Services, 2025](#)
- [Dean of Life Sciences, 2025](#)
- [Dean of Public Safety, 2025](#)
- [Dean of Student Services, 2025](#)
- [Dean of Technical Services, 2025](#)
- [Dean of Workforce Services, 2025](#)

Registration Status Reports

To view registration status reports, go to the Institutional Research link on LCC20 and click on Registrations.

Working @ LCCC

Part-time Office and Mail Room Services Worker Hours

8:30 a.m. - 5:00 p.m. Monday through Friday

Library Hours

7:30 a.m. - 10:00 p.m. Monday through Friday
8:00 a.m. - 5:00 p.m. Saturday
8:00 a.m. - 5:00 p.m. Sunday

Bookstore Hours

Monday-Thursday 9 a.m. - 5 p.m., Friday 9 a.m. - 4 p.m., Saturday and Sunday 10:00 a.m. - 4:00 p.m.

Library Hours

7:30 a.m. - 10:00 p.m. Monday through Friday
8:00 a.m. - 5:00 p.m. Saturday
8:00 a.m. - 5:00 p.m. Sunday

Workshop Center Hours

Monday-Thursday 9 a.m. - 5 p.m., Friday 9 a.m. - 4 p.m., Saturday and Sunday 10:00 a.m. - 4:00 p.m.

*All hours subject to change.

President's Cabinet Members

President

Dr. Ann D. Bieber
Email: abieber@lccc.edu or abieber@lccc.edu to schedule an office meeting.

VP for Chief of Staff

Dr. Cindy Healy
Email: chealy@lccc.edu or chealy@lccc.edu to schedule an office meeting.

VP for Learning

Dr. John DeWitt
Email: jde Witt@lccc.edu or jde Witt@lccc.edu to schedule an office meeting.

VP for Student Services

Dr. Debra Taylor
Email: dtaylor@lccc.edu or dtaylor@lccc.edu to schedule an office meeting.

VP for Financial Services

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Email: dtaylor@lccc.edu or dtaylor@lccc.edu to schedule an office meeting.

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ANNOUNCEMENTS

LCCC Celebrates National Apprenticeship Week with Amazon

Amazon
myLCCC
apprenticeship

On April 29, Lehigh Carbon Community College proudly partnered with the Amazon Apprenticeship Team to celebrate National Apprenticeship Week with a dynamic on-campus event highlighting the impact of registered apprenticeships in advanced manufacturing and robotics.

The event brought together students, educators, industry professionals, and community members for an engaging day focused on workforce development and career pathways. Guests participated in campus tours showcasing LCCC's state-of-the-art training facilities, hands-on lab demonstrations, and interactive sessions with Amazon Mechanical Turk and Robotics Apprentices (MTRAs).

One of the highlights of the event was the opportunity for attendees to hear directly from apprentices during live Q&A sessions. Apprentices shared their experiences, discussed the skills they've developed through the program, and offered insight into career opportunities in robotics and advanced manufacturing.

The event demonstrated the power of collaboration between education and industry to create meaningful workforce pathways. Through partnerships like this, LCCC and Amazon are helping students gain valuable technical skills while earning real-world experience in high-demand fields.

LCCC is grateful for its continued partnership with Amazon and for the shared commitment to building talent pipelines that meet workforce needs while creating re-charging opportunities for students.

Aloha! Join Us for the LCCC Luau on the Lawn

YOU'RE INVITED TO THE
2025 LCCC LUAU ON THE LAWN
Wednesday, June 10, 2026 | 11:30 a.m. - 1:30 p.m.
Lawn Location: CSC Ballroom

FREE BEVERAGES
FREE ENTERTAINMENT
FREE FOOD

THIS IS A FREE TICKETED EVENT

COMPLIMENTS OF OUR SENIOR COMMITTEE

The LCCC Senior Committee invites you to our annual Summer Picnic! It's time to take a break, grab some food, and enjoy the island vibes across our campus.

When & Where:
Main Campus: Wednesday, June 10 | 11:30 a.m. - 1:30 p.m. (Outdoor Pavilion)
Danley Center: Thursday, June 11 | 11:30 a.m. - 1:30 p.m. (Rooms 702/703)
The Look: Break out your favorite Hawaiian shirts and tropical attire!
The Logistics: This is a ticketed event. Please [BPNV this form](#) by Wednesday, June 3, at 5:00 p.m.
Questions? Reach out to Penny Hertzog (phertzog@lccc.edu) or Tara Frana (tafrana@lccc.edu).

Parking Lots B, K, and Science Hall Loading Dock Closed For Repairs May 20, 2026 - May 26, 2026

Parking Lots B, K, and Science Hall Loading Dock will be closed for repairs starting May 20, 2026, and include the following dates: May 20, 2026 - May 26, 2026. Parking Lots will reopen on May 27, 2026. All parking lots will be closed for repairs filed, seat coat applied, and remarketed at this time.

New Vendor Information

If you have a new vendor that you will be dealing with and need them set up in Banner, please contact vendor@lccc.edu.

- Attach the W9 to the Contract Request Form
- Attach it to the Request for Payment.
- Email it to apolliv@lccc.edu.
- Use the Vendor Setup Form, and the vendor can attach it to that form.

PLEASE NOTE: All forms are available on the Portal under the Finance Forms Quick Reference Guide.

If you have any questions, email apolliv@lccc.edu.

Policy Update- Changes to Course & Textbook+ Fee Refunds

Starting this Summer 2026 semester, the college's refund policy has been updated to clarify how refunds are handled for specific fees.

- What is changing? **The Course Fee and Textbook+ Fee will now be non-refundable after the add/drop period has ended. This policy is effective May 18, 2026, and beyond.**

Please remind students that while tuition refunds follow a tiered schedule, Course and Textbook+ fees have a much shorter refund window. Please direct any specific financial questions regarding this update to the Business Office.

For the most up-to-date fee tables and policy text, please refer to the [Tuition & Fees section](#) on the college website.

May 2026 Student Employee of the Month: Leah Bantencourt

Student Employee of the Month
May 2026
Your contributions have made a positive impact on the Lehigh Carbon Community College.

Leah Bantencourt
Career Development

Career Development is proud to announce Leah as our May 2026 Student Employee of the Month! Since joining the Donley Center team, Leah has proven to be an exceptionally task-driven and dependable student employee. When Leah is given a responsibility, you can always count on her to complete with a warm smile and a positive attitude.

Leah's impact is felt across multiple departments. From leading insightful campus tours in Allentown and assisting with Pharmacy Department orientations to serving as a vital assistant in the Career Development Center, she ensures every event runs smoothly and every attendee feels welcomed. Her initiative was especially evident in her work organizing our food pantry, a project that has significantly enhanced our ability to serve students.

Beyond her work ethic, Leah is a gifted artist whose talent has been featured in a child-care book. We were incredibly touched when she used her personal vision to create a thoughtful drawing of the Donley Center team, capturing our spirit perfectly. Leah, thank you for your dedication, your artistry, and for being such a joy to work with. You are a true asset to our team!

LASSI- Next Steps

As we conclude this term of sharing the LCCC Learning and Study Skills (LASSI) with you, the LASSI team thanks you for your support and interest in our efforts to advance innovation and student success at LCCC.

This summer, the team will conduct a deeper analysis of LASSI respondents and prepare detailed reports on the courses and programs that used LASSI in Fall 2025. We will share these findings, along with new tips and suggestions, with the college community through the College Voice during Fall 2026. Please look for new lessons this Fall.

In the meantime, if you have questions about LASSI, LCCC results, our findings, or need specific data, please contact Katelyn Sprinks and Katy DeLong at lassi@lccc.edu. We are happy to assist you.

6th Annual Summer Institute: Artificial Intelligence (AI)

SUMMER INSTITUTE
COMMUNITY COLLEGE OF PHILADELPHIA'S (CCP) FACULTY CENTER FOR TEACHING AND LEARNING (FCTL) WELCOMES YOU TO OUR 6th ANNUAL SUMMER INSTITUTE
Join a collaborative day among area community colleges
all about
Artificial Intelligence (AI)
JUNE 10 @ 9AM @ ZOOM

SPIRIT & WELLNESS

Spirit Calendar Upcoming Events

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

- May 8 - Wear RED Day to Remember Elmendorf
- June 10 - Spirit Day: Hometown Themed Attire
- June 10 - Luau on the Lawn (Summer Picnic)

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

ADMINISTRATIVE UPDATES

Human Resources News

New 19 Form

The new version of the 19 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

There is a faculty or staff member you know who helped smooth over an unexpected hurdle during a project or event? Do you know someone who went above and beyond to provide excellent customer service? Have there been instances where you've established that sense for Spotlight on Excellence recognition. Recognize a member of the college who will be announced in the College Voice and will receive a letter of appreciation for a job well done. Please use the nomination form to notify the recipient 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 combination or unexpected changes in the conditions between the feet and the ground or walking surface. [Attachment](#) are to be used 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 x1108 or inform your supervisor. Public Safety will respond to the scene and provide first aid and transport to the hospital. No employees 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 doesn't mean the college requires training to be a convenient 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 when you know them. This is a single sign-on system that will enable you to log in using your personal information and consent to 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 get a call 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 Passwords - Security Awareness Training

It Run-Hide-Fight video

To view this video, go to the Department of Public Safety, [click on](#) 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 for some news 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 Course Catalog

Register online for our live and self-paced trainings. Trainings include Canvas Course Certification, Canvas LMS Certification, Excellence in Instruction, Zoom, Canvas Course, Blackboard, Canvas and more!

Office Hours

Schedule a meeting with Rachel Pruett to ask any questions on training, course development, professional development, and other technology.

Digital Badges

Faculty and staff will have the opportunity to receive digital badges to display on LinkedIn, email signatures and other areas highlighting their professional achievement 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 [badge](#). If you have any questions about the digital badge, you can complete the form and contact onlinelearning@lccc.edu.

COLLEGE ENGAGEMENT AND WELL-BEING

Employee Appreciation Shout Outs

A quick and fun way to recognize your amazing colleague! 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 has helped you or better, perhaps for those helpful moments of appreciation. Submit your Employee Appreciation Shout Out to employeeappreciation@lccc.edu.

Innovation Award

The purpose of the LCCC Innovation Award is to motivate employees to generate new ideas, create better products, and contribute to the college's overall innovation 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 [badge](#). If you have any questions about the digital badge, you can complete the form and contact onlinelearning@lccc.edu.

Collaboration Award

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. Your award will directly impact 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.

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 program-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.

The innovation is more than 2 years old at the institution. 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 seeks out and shares ideas, 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. Your award will directly impact 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 outcomes, demonstrating the power of collaboration.
2. They have exceeded their unique skills, knowledge, and efforts to form a powerful synergy, enhancing their collective output. It emphasizes the core of successful teamwork - recognizing how together they can do more than possible alone.
3. The solutions have used innovative approaches, including testing methods, ideas, or solutions to harness their collective creativity to bring new paths and achieve more effectively with the people we serve most, the students. Their collaborative relationship exceeds expectations in terms of performance and initiative, takes on additional responsibilities or offers to help others without being asked.

To make a nomination, contact hr@lccc.edu. 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 year. One nomination will be selected from each of the following groups: ESP Staff, Administrators, and Faculty.

This award recognizes individuals who exemplify a positive attitude, team teamwork, support an inclusive campus culture, and go above and beyond their assigned duties. Your nomination should be submitted to the LCCC Spirit Committee by the deadline of June 28, 2026. Please email spirit@lccc.edu for more information.

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

- Positive Attitude
- Community members are optimistic outlook, even during challenging situations; brings enthusiasm and energy to the workplace; helps the students. Their collaborative relationship exceeds expectations in terms of performance and initiative, takes on additional responsibilities or offers to help others without being asked.
- Active Contributions 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 Contributor
- 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 words; helps 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 encourages emotional support or encouragement when needed; serves others and is always willing to help, listen, and encourage others.

- Creativity and Problem-Solving

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

- Commitment to the Organization's Values

Consistently aligns behavior with the company's mission, vision, and values; demonstrates enthusiasm about the organization's strategy.

- Overall Positivity Impact

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

REMINDERS

LCCC Joins Statewide Partnership to Launch Union Apprenticeship Pathways

Lehigh Carbon Community College (LCCC), as part of the Pennsylvania Commission for Community College (PACCOC), yesterday signed a landmark Memorandum of Understanding (MOU) with TradesFutures to establish a first-of-its-kind statewide apprenticeship-ready partnership. The agreement, signed on National Skilled Trades Day in Harrisburg, authorizes Pennsylvania's 15 community colleges to implement the Multi-Craft Core Curriculum (MCC). This is a nationally recognized pre-apprenticeship program, developed by North America's Building Trades Unions.

"This partnership represents a transformative step forward for Lehigh Carbon Community College. By integrating the MCC curriculum into our programming, we are creating clear, accessible pathways into family-sustaining careers and the skilled trades. Together with TradesFutures and our industry partners, we are not only meeting workforce demands but also opening doors of opportunity for our students and communities statewide," said Dr. Ann D. Bieber, President of LCCC.

Meeting the 2030 Workforce Demand

The collaboration arrives at a critical juncture for the Commonwealth's economy. State data projects that Pennsylvania will require 300,000 skilled trade workers by 2030, representing an 40% of the current workforce needs retirement. LCCC is already a key player in this statewide strategy. As a member of the Technical Trades Consortium in the Expanded Northeast Region, LCCC works alongside Luzerne, Northampton, and Bucks County community colleges to provide specialized training for high-demand sectors, including the hyperscale data centers currently planned for the region.

[Read Full Release Here.](#)

Week 13: Faculty Survey

As the semester concludes, it is essential to ensure our students are prepared for a future where collaboration between humans and AI is the standard. By adopting these strategies, you can take a proactive role in guiding your students to approach AI with both curiosity and integrity. Continue to encourage our [AI Ethics Resources](#) for tips and ideas.

To help us keep our campus resources up-to-date and valuable, we encourage you to share how you are incorporating AI in your classroom. Please take five minutes to complete this [survey](#), and help shape the future of our learning environment.

Free Food!

We will be distributing free meals on campus to LCCC-registered students.

Pepeyes - Thursday, May 14, 11:00 AM - 4:00 PM
Location: Main Campus, Bernier Hall, ground level.

This will be on a first-come, first-served basis while food is available.

Brought to you by Community Resources and Basic Needs, College Relations, and PA Hunger Free Campus.

Call for Nominations for the Collegiate Award of Distinction

On behalf of LCCC President, Dr. Ann Bieber, we are pleased to invite you to nominate an individual for consideration for this year's LCCC Collegiate Award of Distinction. The recipient for this award will be determined by the Board of Trustees later this summer.

Below, please find the criteria for nominations, along with a list of past recipients [here](#). The deadline for submitting nominations is Friday, June 19, 2026.

CALL FOR NOMINATIONS

COLLEGIATE AWARD OF DISTINCTION

CRITERIA

- Nominations must be submitted to the Office of the President, Lehigh Carbon Community College, 4525 Education Park Drive, Schuylkill, PA, 19378.
- The recipient must be a full-time student at LCCC.
- The recipient must be a member of the LCCC community.
- The recipient must be a member of the LCCC community.
- The recipient must be a member of the LCCC community.

DEADLINE: FRIDAY, JUNE 19, 2026
Email: collegeaward@lccc.edu or collegeaward@lccc.edu

FREE Dental Services!

Mission of Mercy (MOM) is a non-profit dedicated to providing dental services to underserved Pennsylvanians.

On Friday and Saturday, May 29 and 30, they will be at The Agri-Plot at the Allentown Fairgrounds, located at 302 N. 17th St., Allentown, PA 18104, providing free dental services, including: cleanings, fillings, and extractions. Click the attached [pdf](#) (available in both English and Spanish) for more information, and/or visit their website [here](#).

This information is brought to you by the Office of Community Resources and Basic Needs.

Exciting Growth in LCCC Intramurals, Recreation, and Wellness!

We are thrilled to share the 2025-2026 [Intramurals, Recreation, and Wellness Schedule Summary](#), which highlights a successful year with 875 total student participants across a wide variety of activities. From high-energy intramural leagues for soccer and basketball to wellness challenges and virtual recreation events like the "Road to Boston" marathon, there has been something for everyone.

Check out the full report to see the impact of these programs and what's in store for the upcoming year!

End-of-Semester Challenges Can Be Solved with QM

The Quality Matters Committee is committed to supporting faculty in creating high-quality course designs that enhance student learning. We recognize that implementing QM standards can present challenges or questions on how to do that, and we're here to help.

What is Quality Matters (QM)? If you're not familiar with the name, QM is a nationally recognized, faculty-driven process used to ensure online and hybrid courses are easy for students to navigate, accessible, and aligned with learning goals. Think of it as a blueprint of standards for building courses that help students succeed.

This brief form is designed to gather specific issues you're encountering or have encountered this semester or in the past. By sharing your challenges (big or small), you'll help us develop targeted solutions, resources, and support that address real faculty needs with QM standards. Your input will directly shape resources, tip sheets, and micro-learning modules to our community.

Incomplete Grade Recovery Session for Spring 2026

If you are assigning an Incomplete I or grade for the Spring 2026 semester, you can communicate that with your students and enroll them in the Incomplete Grade Recovery Session that will take place during the Summer Session I, which runs from May 18 through June 26.

Upon enrollment, your students will be assigned to Recovery Success Coach who will communicate with you and your students to recover the incomplete work before the Fall 2026 semester begins. We recommend that you require the students to complete their work with a coach before June 26. Students who are more successful when they are held to an earlier due date, and they can progress and enroll in the upcoming semesters.

To enroll your students, please complete the [Incomplete Grade Recovery Session Enrollment Form](#). It is imperative that you complete this form before the process can begin. All questions can be directed to Dr. Melanie A. Turano, Professor of English and Coaching Commons Coordinator, at mturano@lccc.edu.

LASSI Lesson: Test-Taking Insight

To request a student employee, please contact the [Campus Employment Office](#) at campusemployment@lccc.edu.

Students showed strength in reviewing their essay test answers to ensure they made and supported their main points (Q43). Confirming they fully answered the question is a best practice. However, students said they struggle with effectively connecting their work during timed tests (Q47), indicating difficulty with test pacing.

Faculty can help students prepare for timed tests by providing an overview of the test format, question types and numbers, point values, and exam timing. Encourage students to make a pacing plan. Faculty can refer students who need extra help to a [Learning Specialist](#) before the test.

Next week wraps up the LASSI lessons for this term. For questions, contact Michael Sprinks and Katy DeLong at lassi@lccc.edu.

Elevate Your Department Summer & Fall of 2026: The Impact of Student Employees

Are you looking to add new energy to your office, back additional support, or would you like to take those "tomorrow" projects off the back burner? LCCC's faculty and staff are the backbone of this institution. Faculty can refer students you hear about! Bringing a student employee onto your team is more than just adding an extra pair of hands. It's a strategic investment in our campus community.

Student employees offer a unique perspective that can transform the way a department operates. Students bring current cultural insights and a "digital-native" comfort with new technologies that can streamline your workflows. They act as ambassadors, helping your department communicate more effectively with the people we serve most, the students. Their collaborative relationship exceeds expectations in terms of performance and initiative, takes on additional responsibilities or offers to help others without being asked.

By hiring a student, you aren't just getting help; you are providing a high-impact learning experience that prepares them for their future careers. From managing front-desk inquiries to assisting with specialized research, student workers allow faculty and staff to focus on their highest-impact goals.

Career Development is officially opening the call for student hires requests for the Summer 2026 (starting in July), Fall 2026, and Spring 2027. We encourage you to consider hiring for a July start. Bringing a student on during the summer is incredibly beneficial: it allows them to get acclimated to the campus space and your specific departmental culture without the immediate pressure of a full course load. By the time the busy fall semester arrives, they will already be seasoned members of your team.

To request a student employee, please contact the [Campus Employment Office](#) at campusemployment@lccc.edu. Faculty can refer students you hear about! Bringing a student employee onto your team is more than just adding an extra pair of hands. It's a strategic investment in our campus community.

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Spring 2026 Online Learning Newsletter

View the Spring 2026 edition of the [Online Learning Newsletter](#). This edition features news about events, training, FERPA, and Canvas updates.

If you have any questions, reach out to onlinelearning@lccc.edu.

Fiscal Year 2026 Year End Deadlines

- 5/29/26 - Grant purchase requisitions
- 6/12/26 - Last day for FY25/26 credit card and W.B. Mason purchases
- 6/15/26 - Travel reimbursements - Allentown and Tamaqua sites
- 6/16/26 - Last day to submit:
 - Dualing jobs
 - Travel reimbursements - Main Campus
 - Employee reimbursements - Main Campus
 - Bookstore vouchers
- 6/30/26 - All FY25/26 goods & services "received"
- 7/10/26 - All Accounts Payable invoices must be approved and submitted to the Finance Office
- 7/16/26 - Final FY25/26 Accounts Payable check-run cutoff
- 7/16/26 - Final FY25/26 payroll pay date - contracted staff
- 7/16/26 - Final FY25/26 payroll pay date - timecard staff (paydays of 6/28-7/1/26)