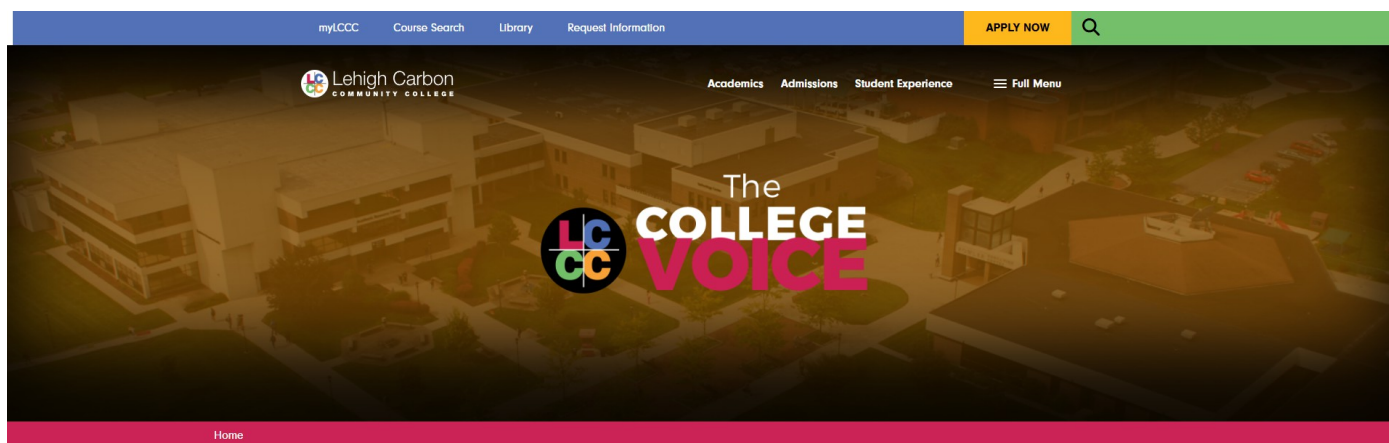




July 2, 2026

ANNOUNCEMENTS

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 July 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](#).

Campus Construction Projects and Upgrades

The College will be completing the following projects over the summer and into next year:

Technology Center Wall Repair – at the rear entrance to the TC building, the wall at the entrance will be removed and replaced. Access to the TC at this location will be permitted. Completion expected by the end of August 2026.

Professional Trades Building Renovation – the interior of the PTB will undergo a complete renovation. This work will only affect the programs in the facility for the summer months. Completion expected by the end of August 2026.

Berrier Hall Ramp Replacement – the ramp leading to the upper floor of BH will undergo repairs to the surface, walls, and underside. Completion expected by mid-September.

Multiple HVAC Replacements – different HVAC components (chillers, air handlers, boilers) in Berrier Hall, Science Hall, Technology Center, Library, and Morgan Center will be replaced. Completion expected by April 2027.

Biotechnology Labs Buildout – the upper floor of Science Hall wing of the former ELC/Makerspace and associated hallways/restrooms will undergo a complete renovation to support the new Biotechnology program. Completion expected by June 2027.

Although construction can cause some minor inconvenience, we will strive to alleviate as much disruption to the College community and its visitors. If you have any questions or would like to know more about these exciting improvements, please do not hesitate to reach out to the Facilities Department. Thank you for your understanding and patience through the completion of these projects.

Raffle for National Bestseller: Unreasonable Hospitality

We have a copy of "[Unreasonable Hospitality: The Remarkable Power of Giving People More Than They Expect](#)" available!

To enter the raffle drawing, please email Carolyn O'Steen at costeen@lccc.edu by 5 p.m. on Friday, July 10. In the email, please make the subject line: Unreasonable Hospitality Raffle. The winner will be selected and notified the week of July 13.

Upcoming Zoom Phone Training Sessions and On-Demand Resources

Following our recent Basic and Advanced Zoom Phone training sessions, LCCC IT wants to ensure everyone feels completely confident navigating our upgraded campus communication tools.

While the initial sessions covered daily calls, interface navigation, and advanced routing, we know you might have specific scenarios, unique workflows, or lingering questions that we didn't get a chance to address.

To help fill in the gaps, we are launching Zoom Phone Office Hours!

How It Works

These sessions are entirely driven by you. Instead of a formal presentation, we will be answering your questions about the topics you care about most.

- **Step 1: Submit Your Questions** – Use the Google Form to submit your questions ahead of time so our team can prepare detailed answers and live demonstrations.
- **Step 2: Choose Your Date** – Select the specific Office Hours session date that works best for your schedule within the same form. Currently

Working @ LCCC

Duplicating Center and Mail Room Service Window Hours
8 a.m. – 5 p.m., Monday through Friday.

Lobby Hours
7:30 a.m. – 7 p.m., Monday through Thursday; 8 a.m. – 5 p.m., Friday.

Courier services Monday through Friday to all sites.

Bookstore Hours
Monday-Thursday: 9 a.m.-5 p.m.; Friday: 9 a.m.-1 p.m.; Saturday and Sunday: CLOSED.

Library Hours
7:30 a.m. – 5:00 p.m., Monday through Friday.

Wellness Center Hours
Monday through Friday: Varies in May, please see Spirit and Wellness Section; Saturday and Sunday: CLOSED.

*All hours subject to change.

President's Cabinet Members Open Office Hours

President
Dr. Ann D. Bieber
Appointments can be made via Zoom. Email Tracy Bean at tbean@lccc.edu to schedule an online meeting.

VP Dr. Cindy Haney
1st and 3rd Mondays from 4 to 5 p.m. and 2nd and 4th Thursdays from 4 to 5 p.m. Email Ronnie Blue at rblue@lccc.edu to schedule a meeting.

VP Larissa Verta
Access virtual and in person 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 Stacy 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 ktarahan@lccc.edu to schedule an online meeting.

CIO Joshua Mitchell
Tuesdays from 11 a.m. to noon. Email jmitchell10@lccc.edu to schedule online meeting.

Dean Scott Aquila
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.

scheduled dates include: Thursday, July 9 at 2:00 PM

Tuesday, July 14 at 11:00 AM

- **Step 3: Attend & Learn** – Join the session to get your answers and learn from the questions your colleagues are asking.

[Click Here to Register and Submit Your Questions](#)

Need Immediate Help?

If you have a quick question or need immediate troubleshooting assistance, you can always utilize our self-paced resources or contact support directly:

- **Self-Paced Learning:** Check out the LCCC IT Knowledge Base for quick guides and documentation. [LCCC IT Knowledge Base](#)
- **IT Support Services:** Call the team at 610-799-1161 or email helpme@lccc.edu

Thank you for your time and cooperation as we upgrade our campus communication capabilities. If you have any questions, please contact IT Support Services at 610-799-1161 or email helpme@lccc.edu

New Edition of Aspire Magazine!

The newest edition of Aspire Magazine is now available on the [LCCC website](#).

Dive in to celebrate the amazing achievements, inspiring journeys, and major milestones of our students, alumni, and faculty!

Spirit Committee and Human Resources Invite You to a Fall Professional Development Workshop

Save the Dates: Mindfulness & Stress Resilience Series

We are thrilled to welcome back LVHN & Jefferson Health for their six-part series. The Spirit Committee and Human Resources invite you to attend the "Strengthening Stress Resilience through Mindfulness."

This program kicks off this fall on Thursday, September 17th, at noon in the Alumni Center (Rooms 107-108) and will continue monthly on the following Thursdays at lunch: 9/17, 10/15, 11/19, 12/10, 1/21, and 2/18.

Because each workshop builds on the last, participants are encouraged to attend all sessions to get the maximum benefit. Set a recurring reminder in your calendar today!

This six-week experiential program will explore how mindfulness can strengthen stress resilience and foster emotional balance. Through guided practices, reflective discussions, and accessible tools, participants will learn how to respond to stress with greater clarity, calm, and self-awareness. Each session builds on foundational mindfulness principles.

Space is limited to 25 participants – [sign up today!](#)

SPIRIT & WELLNESS

Spirit Committee Upcoming Events

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

August 5th – Wear your favorite band tee and ice cream day

September 29th – National coffee day

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

Celebrating America 250!

What an incredible turnout for our America 250 Spirit Day! The weather was perfect, and it was great to see so many people from our campus community wearing red, white, and blue. Thank you to everyone who dressed up and brought so much energy to the mall area!

Thank you to everyone who came out, and a special thanks to our fantastic volunteers. This event would not have been a success without your hard work preparing food, keeping the hot dogs and chips flowing, and handling cleanup. Don't forget to keep an eye out for our upcoming gatherings; we will be sharing more details very soon!



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 kind of unintended or unexpected change in the contact between the feet and the ground or walking surface. [Attached Word](#) are tips to aid in the prevention of slips, trips and falls.

Quick Reference for Medical Emergencies on Campus

If serious injury or illness occurs on campus, CALL 911. After you call 911, call Public Safety at x1169 to inform them you called 911. Public Safety will report to where the injured person is until arrival of the ambulance.

For minor injury or illness, trained personnel should provide basic first aid care. Call Public Safety at x1169. All Public Safety officers are trained in first aid and CPR/AEDS.

No employee shall transport another employee/student to an emergency facility or hospital.

All New Employees:

The college's online training program is specifically designed for the busy professional but keeps in mind the college's requirements for training. It is a convenient, easy way to complete our new hire training series at LCCC.

A. Required Online Trainings

Below are the online trainings that will be emailed to you from Knowbe4. This is a single sign-on system that will enable you to log in using your portal username and password. These online trainings must be completed within the first 30 days of hire.

If you want your completion certificate for each training placed in your personnel file, please print it out and send to the Human Resources office, otherwise Human Resources maintains a database of your completed trainings.

FERPA and HIPAA - Privacy and Security Awareness

Creating Strong Password - Security Awareness Training

B. Run-Hide-Fight Video

To view this video, go to the [Department of Public Safety website page](#) and click on the Run-Hide-Fight video link.

If you have any questions, please contact Human Resources at x1107 or x1108.

Online Learning News

View the 2025 [Summer Edition](#) of the Online Learning Newsletter. This edition includes information about our training programs, current news, updates for Canvas, and more. We want to recognize our badge earners on page 4, and there is a page on some events around the Lehigh Valley this Summer to look forward to. If you have any questions, reach out to us at onlinelearning@lccc.edu.

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 words, 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.

REMINDERS

Winter 2026 Course Schedule Posted to Website

The course schedule for Winter 2026 has been posted to the College website and can be viewed [here](#).

Registration for Winter 2026 will open on Friday, July 10, for military and veteran students and on Monday, July 13, for all students

Raffle for Two Tickets to the American 250 PA Celebration

We have two tickets available to the marquee America250PA celebration, Liberty Ignited: A Lehigh Valley Salute to America at 250, taking place at Coca-Cola Park on Thursday, July 3, 2026.

Doors open at 5:30 PM. For more information about the evening's festivities, please visit:

[Liberty Ignited: A Lehigh Valley Salute to America at 250](#)

To enter the raffle drawing, please email Jennifer Baez at jbaze6@lccc.edu by 5 p.m. on Monday, June 29th. In the email, please make the subject line: Liberty Ignited Raffle. The email should include your name and the guest's name.

The 2025 Factbook is Now Available

Need data for a grant proposal, a presentation, or your department's planning? The Office of Institutional Research & Effectiveness has officially released the 2025 Factbook.

We encourage everyone to review the sections relevant to your department to help guide your planning and decision-making this year. Whether you're looking at enrollment trends or departmental metrics, this book is designed to support your work.

[Explore the 2025 Factbook Here](#)

Questions? Contact the Executive Director of Institutional Research & Effectiveness at (610)799-1936.

Take Action: Tell Your Lawmaker to Support Community Colleges

Our community colleges provide vital opportunities, but right now, our collective voice needs to be louder. Writing a letter doesn't take long, but it can make a massive impact. These messages directly show lawmakers how critical community colleges are to our students, families, and local communities.

Please take a moment today and TAKE ACTION!

[Take Action: Tell Your Lawmaker to Support Community Colleges | Pennsylvania Commission for Community Colleges](#)

Berrier Hall Ramp Closed for Renovation

The ramp leading from the mall to the top floor of Berrier Hall and the entranceway will be closed beginning Monday, June 22, 2026, through September 25, 2026, for renovation and repair. All other entrances to Berrier Hall, including the ramp leading down to its lower level, will remain open and accessible.

The entire top face of the ramp, the walls, and the underside will be removed and replaced with PDE funding. We appreciate your understanding and consideration throughout the project's completion.

LCCC Spirit Night at the Lehigh Valley Iron Pigs

Come on out to Coca-Cola Park on Saturday, August 29th, to see the Lehigh Valley IronPigs take on the Syracuse Mets! Each ticket purchased will include a \$5 ballpark credit, which can be used toward food, drinks, or merchandise at the team store. Grab your seats today in section 105 along the first baseline! Students, faculty, staff, family, and friends welcome.

First pitch is at 6:35 p.m., with the gates opening at 5:15 p.m.

Wear your LCCC gear – we may just be on the jumbotron!

[Order tickets here](#)

4th of July in the Fitness Center

Wear red, white, and blue to work out in the Fitness Center the week of July 1 and July 2 and receive a special gift while supplies last.

Fitness Center hours: 10:00–3:00 PM.



Lunch Walk



Join us on July 1 for a special America 250 celebration in partnership with the Spirit Committee. Participants are encouraged to wear red, white, and blue.

As part of the America 250 Ultra challenge, we will also be hosting a group walk:

July 1 at 12:00 PM in the Student Union / Quad

Walk together for approximately 20 minutes.

Return to enjoy a hot dog with the group.

Come out, show your spirit, and join a fun community walk and celebration!



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

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