

Monday Message

Oct. 24, 2022



Dear all,

LC State hosted a terrific State Board of Education (SBOE) meeting! It was the first time in two-plus years that the meeting has been live on our campus. For many individuals (SBOE members and office staff) it was the first time they have been inside our Schweitzer Career & Technical Education Center (special thanks to our students, staff and faculty who helped prep the building and guided tours). Unlike our sister institutions, we don't have staff units designated to handle the coordination and logistics needed to bring an event like this to life; and, because we have so many areas that are only one or a few people deep, when staff (e.g., IT, Communications & Marketing, executive and management assistants, etc.) are posted to the meeting, it quite literally means the "day-job" responsibilities of that person or persons are shut down.

Certainly, hosting an event of this magnitude was a challenge, but as was clearly evidenced last week it was a challenge we met and exceeded at every level! From exceptional student and employee panels, to real-time IT streaming, to public safety and parking cone protection and events/conferences/physical plant set up/take down, to the lobby info tables highlighting our adult learning initiatives/Second Chance Pell, student engagement and micro-credentials, career services, and our juvenile corrections education programs, to hospitality room meals and snacks, to the truly impactful video produced by Idaho Correctional Institution-Orofino, I could not be more proud or appreciative of our college.

To all who worked so tirelessly to make the SBOE meeting a terrific success, thank you. Thank you, and thank you and thank you! We demonstrated yet again, as Dr. Straughan shared during the employee panel, that we are the *College that Can and Does*.

Cynthia Pemberton, Ed.D.
President

Events

- **Oct. 25 – Tuesdays @ Two** – Tuesdays @ Two continue via [Teams](#) (password: kNQSvi). Be sure to check the Monday Message weekly for schedule updates.
- **Oct. 27-29, Nov. 3-5 – Emme and the Taking of the Woods** – Doors open for this LC State theatre production at 7 p.m. and the show starts at 7:30 p.m. at the Silverthorne Theatre. Tickets are \$5 for LC State faculty and staff and LC State students get in free. The play was written by LC State faculty member Jef Petersen and is directed by Tan Prace Collier, Petersen, and Nancy Lee-Painter.
- **Oct. 28 – KinderCollege Trick or Treat** – KinderCollege children will be trick or treating around campus the morning of Friday, Oct. 28. They'll be walking through the buildings but not individual offices so if you'd like to greet them you'll need to meet them in the hallway. They'll leave KinderCollege at 9:45 a.m., heading to the top floor of the SUB, then the top floor of the Sam Glenn building, through the first floor of Spalding hall, then past the P1FCU Activity Center to Reid Centennial Hall, through the Administration Building, and then back through Expedition Hall to KinderCollege. [See map of route](#). If they're not walking through your building you're welcome to come out to greet the children as they walk by your building. No homemade treats please, and

they do not have any peanut allergies you need to be aware of. If the weather does not permit a walk that day, trick or treating will be moved to the SUB instead.

- **Oct. 29, Nov. 2, 4 – Artists in Conversation** – The Center for Arts & History will hold three Artists in Conversation events as well as an arts workshop as part of its Over the Line: Regional Faculty Art Exhibition. [News Release](#)
 - **Oct. 31 – Annual Pumpkin Carving/Decorating Contest** – The Third Annual Pumpkin Carving/Decorating Contest will be held Monday, Oct. 31. The traveling trophy has been in the office of the 2021 contest winner, Vicki Cooper, Academic Affairs. Who will win it this year? One pumpkin per office and sign-ups are being accepted now through Oct. 28. Offices must sign up with the vice president's or president's office that your department/division falls under. Contact the following: President's units – Lori Ruddell; Academic Affairs – Vicki Cooper; Student Affairs – Maria Hattrup; Finance & Administration – Jeannette Carté.
 - **Oct. 31, Dec. 7 – Ask & Answer** – Fall Ask & Answer sessions will be held in the SUB over the lunch hour. The first 10 attendees are hosted for lunch by the President.
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Announcements

- **Light Up Campus:** Come light up campus on Friday, Nov. 4, from 3-5 p.m.! LC State will be installing red, white, and blue lights across campus to enjoy the spirit of the winter season. Meet at the gazebo in the center of campus and wear warm clothes and closed toe shoes. To sign up, please email Debbie Kolstad dqkolstad@lsc.edu.
- **Wi-Fi Interruption Nov. 3:** LC State staff will update the Wi-Fi controllers on campus on the morning of Nov. 3, from 6-8 a.m. Wi-Fi service will be interrupted during this time and will return to full operation by the end of the service window. Expect to be unable to use LC State wireless connectivity during this time. Please contact the Help Desk if you have any questions.
- **Priority Registration:** Priority Registration for spring 2023 will begin Monday, Nov. 7, and run through Thursday, Nov. 10, for our current students. Now is the time to reach out to advisees you see in classes, hallways, offices, and on the courts and fields. Encourage them to get registered for spring now, and guide them through the process of selecting their next schedule of courses. Early registration is the best way for students to obtain their most ideal schedule, and helps us get an idea about spring enrollment. As in the past, we are offering incentives to students who take advantage of [Priority Registration](#). Each day, one student (registered that day) will be awarded a \$250 LC State bookstore gift card. At the end of the week, the instructional division with the highest percentage of registered students will award one additional \$250 LC State bookstore gift card to a randomly selected registrant from their division. To help us celebrate and promote Priority Registration week, all staff and faculty are encouraged to wear LC State gear/colors during the week.
- **Annual Assessment and Resource Requests:** It's the season for annual program assessment and resource requests for FY24. As usual, any resource requests should be tied to program assessment (i.e., measurable program outcomes and self-sustainability), the college's Mission and Strategic Plan as well as the Presidential Priorities of enrollment and streamlining. Program assessment (in coordination with supervisor) and resource request documents should be prepared by program directors and academic chairs and submitted for supervisor review by Dec. 2, 2022. Then these documents will be posted to our [campus-wide program assessment website](#) and Functional Area Committees (FACs), chaired by the area Vice Presidents or designee(s), will review Resource Request Forms (RRF) requests between January-February, to discuss and prioritize items. Emergent priorities will be presented to the President's Executive Cabinet

between February-March. The full timeline, forms, and guidance can be found here: <https://lcscedu.sharepoint.com/sites/ProgramAssessmentandPlanning>

- **Did You Know?** LC State has an event calendar at: <https://25livepub.collegenet.com/calendars/lewis-clark-state-college-events>. You can click on the left side of the calendar to review what events are scheduled on campus for a given day, week, or month. You can also click on the items in the menu on the left side of the calendar to filter events by category. Review this page and then [take this week's quiz](#). If you're one of the first 10 to answer right you'll win a prize (Swag prize sponsor: Student Affairs)
- **HR Updates:**
 - **Upcoming Trainings:** Need to secure a space on campus for a meeting or event? Then don't miss this training session on how to use the campus reservation system, 25Live. Presenters will demonstrate how to properly reserve a space and request appropriate resources for a successful meeting/event. Attendees are encouraged to bring their laptops as presenters will help you put what you have learned into practice.
 - Nov. 1 – Training Tuesday – 25Live Basics (10-11 a.m. in SAC 115)
 - Nov. 1 – Training Tuesday – 25Live Basics (3-4 p.m. in SAC 115)
- **Coronavirus:** For the latest coronavirus updates and information visit www.lcsc.edu/coronavirus. Our web-based information has been updated to include infectious disease resource information broadly; and includes the Fall 2022 Outlook document recently sent to students and the campus community. Note: we plan to maintain a supply of N95/KN95 masks, as well as rapid tests throughout the fall semester.
- **Campus Song for the Week:** "[Turn! Turn! Turn!](#)" by The Byrds

