

Monday Message

Nov. 23, 2020



President's Message:

(click to watch holiday greeting)



Events

- **Nov. 24 – Tuesdays at Two** – President Pemberton's Tuesdays at Two continue through Zoom (<https://lcsc.zoom.us/j/861031866>). All are welcome to join the conversation.
- **Nov. 30 – Transition to Remote Delivery** – As planned, classes will transition to remote learning after Thanksgiving break. Ending face-to-face instruction at Thanksgiving break will allow students to complete the last two weeks of the semester remotely and avoid potential spikes in infection rates related to Thanksgiving week travel. Final exams will be given remotely, though the Testing Center will remain open to accommodate some testing as will the Library, carefully maintained as a Clean Zone.
- **Dec. 11** – Sadly, given the Idaho stage guidelines and COVID-19 case counts in our community, we will not be able to host Winter Revels. Instead, on Friday, Dec. 11, between 2-3 p.m. "every Who down in Whoville, the tall and the small" is invited to visit the Centennial Mall.

Announcements

- **Coronavirus Updates & Risk Level:** For the latest coronavirus updates and information visit www.lcsc.edu/coronavirus. The page will continue to be updated with resources and FAQs. In accordance with its [Operational Levels](#), LC State's current risk level is: Moderate.
 - **Cases Update:** Currently there are **11** active cases and **one** student in isolation in campus housing. The college has had **124** confirmed cases this fall. For the latest numbers visit the coronavirus webpage.
 - **Instructional Delivery Plan:** The [Spring 2021 Instructional Delivery Plan](#) is now available on the Provost's webpage.
 - **Travel Guidelines:** [Spring 2021 travel guidelines](#) are now available. Current guidelines are subject to change as we continue to monitor COVID-19 or if the state implements new travel restrictions.
 - **Event Guidelines:** In alignment with Idaho's move to Stage 2, updated [events and conferences guidelines](#) are now available.
 - **Notification Guidelines:** A [guide for supervisors](#) for how to respond to and communicate about a COVID-19 case with employees is now available.
 - **Thanksgiving:** [Guidelines for Thanksgiving](#) and returning to work after the holiday are now available.
 - **Tutoring Centers:** The following resources will continue to be available to students during the last two weeks of the fall semester: Library (a clean zone for students to study and participate in remote instruction), Math/Science Tutoring Center, Writing Center, Adult Learning Center, Learning Resource Center, and Student Counseling Center.
- **Student Registration:** Help us spread the word with current students that it's time to register for spring semester! Please remind them to get in touch with their advisor as soon as possible.
- **Unit Assessment Report (UAR) and Resource Request Form (RRF):**
 - UARs: Units will continue to engage in their usual assessment and quality improvement practices, however, no UARs will be submitted to IR&E for posting. Instructional Programs will update UAR forms with current program learning outcomes, in preparation for the 2021-2022 assessment cycle and NWCCU mid-cycle review in fall 2021.
 - Program Performance: Instructional Programs are crafting work plans aligned with the recent program performance initiative. Non-instructional Programs will engage in the performance review process in early spring 2021.
 - RRFs: The RRF template and directions are posted to the IR&E Intranet site (http://intranet.lcsc.edu/ir/IRintranet/ASSESS_FY21.html) and are due to the next level supervisor and IR&E on Dec. 8.
 - The Functional Area Committees (FACs) will review the RRF requests in January-February and chairs from each constituent group will meet with President's Cabinet to make resource recommendations reflecting the priorities of their respective group.
- **Internet Maintenance:** LC State's internet provider has scheduled a routine maintenance window on Tuesday, Nov. 24, from 9 p.m.-1a.m. During this window, LC State's website www.lcsc.edu will be down for approximately 30 minutes. Additionally, the following can expect disruptions in internet service lasting up to 30 minutes: Main Lewiston campus, Workforce Training, all downtown locations (Center for Arts & History, Clearwater Hall, Adult Learning Center, SBDC offices), Coeur d'Alene Center (Harbor Center and DeArmand building), and VPN.
- **Create Your Profile:** To help us stay on track with the website upgrade project, if you haven't already, please remember to enter your directory profile information by Dec 1. This is the

information that displays in the [staff and faculty directory](#). The IT Department has tutorials to help you complete this task. You can [watch this video](#) and/or [read these instructions](#). If you are unable to sign in, or have issues filling out your profile please contact your [site editor](#).

- **Tulip Planting:** LC State, as a community, has the opportunity to leave a lasting legacy and assist in planting 2,021 red tulips that will bloom each spring for many years to come. The tulips will be planted in locations across campus to create a feeling of renewal, pride, and joy every spring and remind us of our resilience and strength. We have everything needed to plant tulips for those that would like to take a break during the day and share in this special project envisioned by President Pemberton. To participate, please contact Angie in the Physical Plant at x2247 to arrange for a planting kit. A campus map will be provided to help you choose one of many location options. For those that are not “green thumbs,” our resident expert Wayne Bolon can teach you how to plant a tulip. Tulip planting starts Monday, Nov. 16, and goes through Wednesday, Nov. 25, between the hours of 7 a.m.-4 p.m.
- **LC Cares:** This year, LC Cares is running a clothes and toy drive (new with tags only) from Nov. 13-Dec. 17. Please place your donations in the box in your building and they will be collected by the LC Cares committee! If you know of any LC student or staff families in need this holiday season, please email Alaina Porquis at alporquis@lcsc.edu.
- **HR Updates:** For Warrior Wellness and Professional Development opportunities [view this week's flyer](#). **WOW Award:** Do you know an employee who has gone "above and beyond" the expected? If so, please use the [Nomination Form](#) to recognize this individual. The winner receives an LC State memento, a traveling trophy, and a certificate! Each nominee will be entered into a drawing for a department pizza party at the end of the year.

