

Monday Message

Sept. 25, 2023



Dear all,

As you likely recall (and have observed via Monday Messages) we have been working to make information available about campus events and activities, ranging from ASLCSC, athletic, club sport and intramural events; to Center for Arts & History exhibit openings and receptions; to Constitution Day programming, Library Game Nights, Multicultural Discovery presentations, food and culture nights, and clubs and organization meetings; to WEB Open Mic events (all of which are examples of what is happening just this month). There is a lot going on, with many, many high quality co-curricular opportunities provided to students, staff, faculty, alumni, and community members. And, while we do try to shine a spotlight on at least a few of the week's events (see below), it is impossible to include them all (hence the calendar links inserted into the Message).

Not only are these activities and events part of what makes LC State's campus life vibrant, educational and engaging; they are reliant on the energy, enthusiasm and expertise of staff, faculty and students to plan, organize and execute; all of which merits our most sincere appreciation! And so, with that in mind, whether by adding information to course syllabi and/or Canvas course calendars, assignments, and discussion prompts to encourage students to attend, participate and engage; or by checking the DoMore App; signing up for PDT or wellness class opportunities; and/or reviewing the event notices in the Monday Message and clicking-in to the calendar links; please make it your goal to take advantage of *at least one event/activity each week*, and to prompt students, colleagues, friends, and family members to join in. By doing this, we'll make the most of what it means to truly be part of, and take part in, our LC State campus community.

Cynthia Pemberton, Ed.D.
President

Events

Keep up on events and activities through [25Live](#) and online calendars: [LC State Do More](#), [Academic & Instructional](#), and [Events & Activities](#).

- **Sept. 28 – Career Fair Prep Night** – At the SUB during dinner, students can “shop the closet” (the free Professional’s Clothing Closet), polish up their resumes, and get a rundown on what to expect the day of the Career Fair. Prizes will be given to a few lucky attendees.
- **Sept. 29 – Mid-Semester Motivation** – The second annual Mid-Semester Motivation event will be held on Sept. 29 from 9:30 a.m. to noon at the Williams Conference Center. Students will be re-introduced to college resources and services and have the opportunity to hear presentations from faculty and staff on various academic success strategies.
- **Sept. 29 – Register for Homecoming** – Mark your calendars and get ready to Rock ‘n Roll during LC State’s Homecoming on Oct.16-20. Register today to receive a free bandana and to purchase your official 2023 Homecoming t-shirt or tank top. For the full schedule of events and to register visit www.lcsc.edu/homecoming. Deadline for guaranteed shirt orders is Friday, Sept. 29.

- **Sept. 30 – Washington-Idaho Symphony: Silverthorne Chamber Series** – The first performance – featuring the symphony’s “Principle Players” – will be held at 3 p.m. in the Silverthorne Theatre. This is the first of three performances to be held at LC State by the WA-ID Symphony this coming season. **The President’s Office sponsors tickets for students for the season. Students just need to show their ID cards to attend.**
- **Oct. 4 – Academic Affairs Campus Meeting** – A meeting for Academic Affairs faculty and staff will be held Wednesday, Oct. 4, 2023, in the Silverthorne Theatre from 3-4:30 p.m.
- **Oct. 5 – Career & Graduate School Fair** – From 10 a.m.-2 p.m. at the P1FCU Activity Center, over 140 recruiters will be on campus. Learn more at www.lcsc.edu/student-employment/lc-state-career-fair.

Announcements

- **Book Adoptions:** LC State’s bookstore partner, Textbook Brokers, is ready to accept book adoptions for spring 2024 and needs your assistance in collecting your course material requests. The earlier you submit your requests, the more time it has to source your materials at the lowest available price and extend those savings to your students. Please help students receive their materials at the most affordable pricing by submitting your spring materials by Oct. 15 via [FacultyPortal](#). Take a look at the [FacultyPortal Help](#) for a refresher and/or a more detailed tutorial. If you need assistance please contact Mark Mazurowski, who is your Account Manager responsible for all things bookstore related. His email is mmazurowski@textbookbrokers.com. You can also contact Brian Jarrett, Regional Operations Manager at bjarrett@textbookbrokers.com. Spring course materials are due Oct. 15.
- **Campus ID Card Upgrade:** Odyssey (LC State’s Campus ID Card System) is scheduled to have a system upgrade on Sept. 27-28. Campus card holders should not be impacted as transactions will be accepted and held in an offline transaction log at each terminal and then uploaded once the system upgrade is complete. System administrators will not be able to provide information on a card holder’s current balance while the system is offline. For more information please contact Tate Smith in the SUB/CSL at 208-792-2323.
- **Can You Do...? (CYD):** The Communications & Marketing Department (C&M) is proud to help LC State tell its story and in a consistent and compelling way. To this end, C&M provides services and resources to campus such as a [brand guide](#), [writing style guide](#), and a [story submission form](#). This week’s CYD can be completed by doing one of the following:
 - Help us expand the [writing style guide](#) by reviewing it and emailing a question to news@lcsc.edu that is not already answered in the guide. For example, it could be something like “Is cybersecurity one word or two?” We’ll reference the Associated Press Stylebook and update the style guide accordingly.
 - The other way to complete this week’s CYD is to demonstrate you know how to use the [story submission form](#). Simply complete the required fields (adding real or fake news to that field) and then hit submit.
- **Career & Graduate School Fair:** Help spread the word: Students who [register](#) for the Career Fair get a sneak peek at the list of who is recruiting and can scope out which graduate school or business they want to chat with. Registered students can even message recruiters directly. Do you want to be in-the-know? See who’s coming (updated weekly): www.lcsc.edu/student-employment/lc-state-career-fair/registered-businesses-grad-schools-2023.

- **HR Updates:**
 - **Employee Compliance Training:** All benefit-eligible faculty and staff received a personalized email from [VectorSolutions](#) containing the compliance tutorials they must complete by Oct. 31. Please check your Clutter or Junk email if you did not receive this email in your inbox. As a reminder, usernames consist of your first initial, middle initial, and last name (Ex: vjswift). You will not be required to enter a password. If you have questions, please contact Human Resource Services at 208-792-2269.
 - **Employee Benefits & Resources Fair:** The fair will be held Oct. 31 from 11:30 a.m.-1:30 p.m. in the Williams Conference Center. More details to come.

- **Hispanic Heritage Month:** President Pemberton has declared Sept. 15-Oct. 15 to be Hispanic Heritage Month at Lewis-Clark State College. [Read the full proclamation here.](#)

- **LCMail:** LCMail will prompt users to enroll in Two-Step Verification (also known as Multi Factor Authentication). This policy will be enforced on Sept. 27 which means that users will be asked to enter a one-time password when signing in. This one-time password will be sent to either your recovery email or phone that was configured during enrollment. After Sept. 27, anyone who has not enrolled will be locked out of their account and will require a bypass code from the Help Desk. Two-Step Verification helps to protect the account by providing stronger security.

- **Share & Shout:** Look for and contribute to a new series on the Intranet “Posts” section that will feature information from across campus and recognize the outstanding work of LC State faculty and staff. Jenny Scott, chair of the Faculty Association and Faculty Senate, has added the first editions to the Intranet and invites you to take part in the continuation of the series by adding a “share” (let campus know what’s happening in your area) and/or a “shout-out” (let campus know about a faculty or staff member who has done something amazing).
 - Not on the Intranet yet? For instructions on how to add and use the “LC State Intranet” on Teams, [watch this video.](#)

- **Song for the Week:** “[Come Sail Away](#)” by Styx (Great concert! Thank you Scott 😊)

