

Monday Message

Oct. 9, 2023



Dear all,

I have three things to share with you today....

First, the second Monday of October is Indigenous Peoples Day (formerly and sometimes additionally known as Columbus Day). This day, recognized by presidential proclamation in 2021, acknowledges our country's past, and the perseverance and contributions of Indigenous people across the United States. It serves to shine a spotlight on and uplift the vibrant traditions, history and culture of Indigenous communities. With that in mind, it seems an appropriate time to reshare our land acknowledgment, recognizing the Nimipuu as original caretakers since time immemorial, and honoring their continuing connection to the land, to the water, and to their ancestors; expressing our appreciation and respect for the ongoing relationship built between Lewis-Clark State College and the Nez Perce Tribe. Qe'ciyew'yew' (thank you).

Second, as I suspect you are aware, Idaho LAUNCH, launched last week (Oct. 3 to be exact). The Idaho LAUNCH grant program, put forward and passed last legislative session as a top funding priority, provides grants to Idaho students for education and training programs. The program aims to educate, train and empower Idaho's next generation workforce. The impact of this program will be nothing short of extraordinary, and has the potential to be truly life-changing for individuals, communities and our state. Information about Idaho LAUNCH at LC State can be found at: www.lcsc.edu/admissions/launch.

And third, speaking of launching... Our fifth annual Career & Graduate School Fair was a terrific success. Over 140 recruiters (e.g., employers, graduate programs [including our own LC State graduate certificate programs: [Nursing Management & Leadership](#) and [Sport Coaching](#)], military representatives, etc.) participated, and 544 students attended – including 150 regional high school students!

Many thanks to our Student Employment-Career Center staff who worked tirelessly organizing, advertising and running the event, as well as all who helped make it possible – from early space coordination/reservations through Events & Conferences, to Physical Plant and athletics facilities staff set-up/take-down efforts, to student and staff workers helping with check-in and operations (over 100 volunteers shared their time, energy and expertise), to Coeur d'Alene staff arranging and providing transportation for students taking classes at our CDA center, to Admissions staff outreach invitations to Region 2 and eastern Washington high school students to attend, to Public Safety helping with parking and traffic logistics, to College Advancement, and our Sodexo partners – this event was a campus community effort, and the logistics were nothing less than complicated!

A shoutout of appreciation to our event title sponsor, [St. Joseph Regional Medical Center, as well as sponsors P1FCU and CHAS Health](#); and to Northwestern Mutual Inland Northwest for restocking the Professional's Clothing Closet. To date, nearly 40 LC State students have made use of the Professional's Clothing Closet this school year. And finally, services, supports and events supporting student success don't end with the career fair. For more information about LC State career services visit www.lcsc.edu/student-employment. From resume building, to Radiographic Science lunch and learns, and S1 Nursing student mock interviews, our Student Employment-Career Center is focused on student success – working to help connect college to career and learning to earning.



Higher education's role and responsibility to serve individuals and communities could not be more relevant. And, with expanded funding support (i.e., Idaho LAUNCH) and future-forward college-to-career connection opportunities (the Career & Graduate School Fair), it is truly an exciting time to be a part of higher education in Idaho!

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](#).

- **Oct. 9 – Indian Taco Sale** – The Native American Club will host an Indian taco sale, 11:30 a.m-1 p.m. outside the SUB/CSL. Stop by and support our students.

- **Oct. 10 – Tuesday @ Two** – President Pemberton will host Tuesday @ Two at 2 p.m. via Teams ([Meeting ID: 254 585 086 033](#), Passcode: VnDLAM). All are welcome to join the casual conversation.
- **Oct. 13 – Hike with Your Profs** – Campus is invited to join Outdoor Adventures and LC State professors for an afternoon hike at Hells Gate State Park on Friday, Oct. 13, from 2-5 p.m. It's free for everyone and transportation is provided. The event is co-sponsored by the Social Sciences Division. [Register here.](#)
- **Oct. 14 – Cross Country Invitational** – The Warrior men's and women's cross country teams are hosting an invitational at the LC State Cross Country Trail in the Lewiston Orchards on Saturday beginning at 9:30 a.m. For more information visit www.lcwarriors.com.
- **Oct. 16-20 – Homecoming Week** – Get ready to Rock 'n Roll at LC State's Homecoming. Sign up now to receive a free bandana. For a complete event schedule and registration details, visit www.lcsc.edu/homecoming.
 - **Dodgeball Showdown** – The traditional staff/faculty vs. student face-off has switched gears from kickball to dodgeball. The faculty/staff squad is on the lookout for players. The game will be held on Friday, Oct. 20, at 1:15 p.m. in the Activity Center West Gym. Register by emailing Tate Smith at ttsmith@lcsc.edu
 - Don't miss **FanFest** on Friday, Oct. 20, from 4-5:30 p.m. located outside Activity Center West. Enjoy live music, food, face painting poster making, Warrior athletics, and more! Bring the entire family for this fun event prior to the Warrior Volleyball match at 6 p.m. in the P1FCU Activity Center.
 - **Alumni Faculty & Staff Lunch** – Faculty and staff who are alumni of LC State are invited to attend a lunch on Oct. 20 in their honor. Please RSVP by Friday, Oct. 13, as space is limited. All faculty and staff who RSVP will automatically be entered into exclusive door prize drawings. Additionally, faculty and staff alumni who both register AND attend the luncheon will receive a special coupon. Walk-in availability is limited. [Register here.](#)
- **Oct. 18-19 – SBOE Meeting** – LC State will host the Idaho State Board of Education on Oct. 18-19 at the Williams Conference Center. The two-day meeting will be streamed live at www.youtube.com/@lcstate. Details to come.
- **Oct. 30 – Annual Pumpkin Carving/Decorating Contest** – The Fourth Annual Pumpkin Carving/Decorating Contest will be held Monday, Oct. 30. Pumpkins will be on display in the CSL/SUB through the afternoon of Oct. 31. The traveling trophy has been in the Office of the President, the 2022 contest winner. Who will win it this year? One pumpkin per office and sign-ups are being accepted now through Oct. 27 via Qualtrics. Offices can review contest guidelines and must sign up for the competition at https://lcsc.co1.qualtrics.com/jfe/form/SV_3laang40U1iMhXU.

Announcements

- **Annual UAR & RRF:** It's the season for annual Unit Assessment Reports (UAR) and Resource Request Forms (RRF) for FY25. As usual, any resource requests should be tied to program assessment (i.e., measurable program outcomes & self-sustainability), the college's Mission and Strategic Plan as well as the Presidential Priorities of enrollment and retention, and streamlining operations. Unit 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. 1, 2023**. Unit Assessment Reports are to be submitted at least every three years, on a rotation determined by the unit, so please consult with your supervisor. 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 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>

- **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.
 - Please join us in welcoming the new WarriorWear store manager, Brandi Williams, who can also provide basic assistance with book adoptions. Feel free to stop by SUB/CSL 143 and say hello to Brandi or email her at bwilliams@textbookbrokers.com.
- **Can You Do...? (CYD):** Grants? The Office of Grants & Contracts supports permanent college employees with their external funding efforts by providing resources that allow them to identify potential [external funding sources](#), [develop and submit proposals](#) to funding agencies, and remain [compliant](#) with sponsor guidelines and institutional policies.
 - Learn more about the "Pre-Award" phase in this week's CYD.
 - Get started here: https://lcsc.co1.qualtrics.com/jfe/form/SV_7WphLbwK3MaLNf8
- **Cybersecurity Awareness Month:** [Tip #1 – Staying safe with online shopping](#)
- **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](#).
- **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.
- **KinderCollege:** KinderCollege will be trick-or-treating on campus Oct. 31 starting at 9:30 a.m. The kids will be visiting the upstairs of the SUB, main level of RCH, main level of ADM, the outdoor gathering area in front of the Library/MLH, and upstairs of Expedition Hall. Please note that KinderCollege is now nut free.
- **Organizational Staffing Updates:**
 - Congratulations to Ms. Soo Lee Bruce-Smith and Ms. Laura Hughes, both of whom have assumed roles and responsibilities as assistant deans in Student Affairs. Bruce-Smith has a bachelor's degree in communication arts from LC State and a master's degree in

adult and organizational learning from the University of Idaho. She has served as director of Admissions for many years. In her new role as assistant dean of Enrollment Services, she is responsible for oversight in Admissions (still directing Admissions activities), Registrar/ Records, and the Advising Center. Hughes has a bachelor's degree in business from the University of Montana Western and a master's degree in adult and organizational learning from the University of Idaho. She has served as LC State's director of Financial Aid for over 25 years. In her role as assistant dean of Student Financial Services she will oversee Financial Aid and Student Accounts.

- Ms. Kimberly "Kim" Tuschhoff has been hired as interim registrar. Her first day will be Monday, Oct. 16. Kim graduated from LC State in 2000 with a bachelor's degree in elementary education. She has also taken graduate courses in human resource development from Idaho State University. Her career at LC State started in October 2008 when she began working as an instructor in the Adult Learning Center. In 2016, she started working as an advisor in the Advising Center. Prior to working for the college, Kim worked as a manager at a local retail store.
- **Public Safety Director:** The campus is invited to meet the second candidate for director of Public Safety, Dustin Guenther. The candidate will give a short presentation and be available for questions on Monday, Oct. 9, at 3:15 p.m. in SGC, Room 126.
- **Redwood Home Removal:** As you may remember, earlier this calendar year, the Information Technology Department migrated all departmental files from the old Redwood server to [\\LCSC.edu/docs](https://LCSC.edu/docs). The Redwood server has reached the end of its life and must be shut down in November. Therefore, anyone with a Redwood Home drive must move their files to the Microsoft 365 OneDrive by Oct. 31. If you are unfamiliar with OneDrive, you can use resources on the general web or [IT's website](#) to assist you with moving your files from Redwood to OneDrive.
- **Song for the Week:** "[You Can Do \(Whatever\)!](#)" by Cat Stevens

