

Monday Message

Nov. 6, 2023



Dear all,

President Pemberton has graciously allowed me to use this medium to speak to you directly. I thank her for this opportunity.

I wanted to reach out and let you know that a little over a month ago, I was approached by a headhunter requesting that I apply for the president's position at Black Hills State University. Originally, I was not interested, however, after three different requests, I agreed to submit my materials for consideration. Fast forward two weeks and I was notified I had made the semifinal list of candidates and participated in a Zoom interview. Recently, I was notified I had made the finals list for an on-campus interview taking place in mid-November. Of course, there are still many more steps in the process before I would need to make a decision, however, I am honored to be considered for such an opportunity.

That being said, please know that during this time I remain 100% committed to LC State and all the amazing things we continue to accomplish and pursue as an institution. If you have any questions, please feel free to ask.

Best wishes,

Fred Chilson, Ph.D.
Provost/Vice President for Academic Affairs

Events

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

- **Nov. 7 – Tuesday @ Two** – There will be no Tuesday @ Two this week due to President Pemberton's travel schedule.
- **Nov. 8-11 – Warrior Athletics** – The following home events are happening this week at the P1FCU Activity Center. Learn more at www.lcwarriors.com.
 - Nov. 8 – Men's basketball vs. Northwest Indian College, 5:30 p.m.
 - Nov. 10 – Women's basketball vs. Montana Western, 5:30 p.m.
 - Nov. 11 – Women's basketball vs. Montana Tech, 3 p.m.
 - Nov. 11 – Men's basketball vs. Arizona Christian, 5 p.m.
- **Nov. 9-11 – Theatre Performance** – The LC State theatre program will perform its final shows of William Shakespeare's "Twelfth Night" at the college's Silverthorne Theatre on Nov. 9-11 at 7:30 p.m. [Learn more](#).
- **Nov. 13 – Veterans Day Celebration** – An event to celebrate and honor LC State's veterans will be held on Monday, Nov. 13, at 5:30 p.m. at the Williams Conference Center. There will be light refreshments, a colors ceremony presented by LC State ROTC, speakers, displays of veteran students and faculty, and activities (facing movements, push up contest, bed making drills, etc.). The event is free and open to the public and sponsored by the LC State Veterans and Young Democrats Clubs.
- **Nov. 13-16 – Priority Registration** – Help spread the word to current students. Spring Priority Registration is Nov. 13-16. Learn more at www.lcsc.edu/registrar.
- **Nov. 29 – LC State Night at Winter Spirit** – The LC State Alumni Association invites you to attend LC State Night at Winter Spirit on Wednesday, Nov. 29, from 5:30-7:30 p.m. Bring your

friends and family and enjoy a warm cup of hot chocolate or apple cider, along with some delicious snacks, all while taking in the mesmerizing light display. While you're there, be sure to admire the "Warrior" Tree decorated by LC State faculty, staff, and students along with the motion sensor holiday greeting installed by industrial electronics instructor Tony Kuphaldt and volunteers. Everyone is welcome, and you don't need to be an alum to attend!

- **Dec. 8 – Winter Revels** – LC State's annual holiday celebration will be held from 4-6 p.m. on Friday, Dec. 8. The event begins by walking through the decorated trees created by the student clubs in the SUB and then following the path to the Williams Conference Center to enjoy food, drinks, music and fun. **RSVPs are needed by Wednesday, Nov. 29**, for an accurate food count, so please [click here to sign up](#).

Announcements

- **Academic Leadership Academy:** Funded by the Idaho State Board of Education, in partnership with all eight public postsecondary institutions, the Idaho Academic Leadership Academy will bring together 32 faculty participants from across the state for a week-long intensive professional development experience on June 4-7, 2024, at Boise State University. LC State faculty, chairs and directors are invited to apply for this opportunity. The application deadline is Dec. 15. For more information visit <https://boardofed.idaho.gov/iala>.
- **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](#).
- **Can You Do...? (CYD):** For this exercise, you will be using WarriorWeb to access Employee Self-Service. To get started, [click here](#).
- **Cybersecurity Training:** All benefit-eligible employees were enrolled in training in the Luma system on Oct. 16, and completion is due Monday, Nov. 13. The training will take approximately five minutes to complete and can be found within Luma at www.sco.idaho.gov. After logging into Luma click the grid icon in the top left, then "Infor Global HR," and then click "My Learning and Development" followed by "Development Profile" on the left side. For questions email cybertraining@dhr.idaho.gov.
- **Food Drive:** The Warrior Food Pantry, located in the LC State Library, needs breakfast items. Do you have food that you know you will not eat and is still within the expiration date? Bring your granola bars, oatmeal, pancake mix, and/or cereal over to the Warrior Food Pantry or any drop off box location around campus by Nov. 10.
- **Holiday Toy Drive:** LC Cares is gearing up for this year's annual holiday toy drive! If you know of an LC State family (student, faculty or staff member) that could use some extra help this holiday season, please nominate them [here](#). Nominations will close Nov. 17, at 5 p.m.
- **Idaho Launch:** Do you know a high schooler who will be graduating this spring? Be sure to tell them about Idaho Launch, a grant program that can pay 80% of a student's tuition and fees, up to \$8,000, beginning in fall 2024 at LC State. Initial applications are due Nov. 30. Learn more at www.lcsc.edu/admissions/launch.
- **Indian Taco Sale:** The Native American Club will be holding an Indian Taco Sale fundraiser on Nov. 6 from 11:30 a.m.-1:30 p.m. in front of the SUB/CSL. Indian taco and drink for \$8, Indian taco for \$7, and fry bread for \$3.

- **IT Service Outage:** On Monday, Nov. 20, the LC State SAN (storage for college servers and systems) will be taken offline and updated to ensure the newest, secure operating system is in place. The outage will last from 6-10 a.m. All locally hosted systems will be unavailable during that time, including all Ellucian Services (Colleague, WarriorWeb and Recruit). College wireless systems will also be affected, but wired networks will work without interruption. Online services such as Microsoft OneDrive, college email, Microsoft Office, and Teams will be accessible.
- **Locomotive Park Volunteers:** Volunteers are needed on Saturday, Nov. 11, between 10 a.m.-noon to help install LC State lights for Winter Spirit at Locomotive Park in Lewiston. To confirm participation or for more information please contact industrial electronics instructor Tony Kuphaldt at arkuphaldt@lcsc.edu. LC State thanks Tony for again leading this volunteer effort.
- **Performance Evaluations:** Performance evaluation season is rolling around again. You can find the Performance Evaluation forms for Professional and Classified staff on the [HR Website](#). A few reminders:
 - All Performance Evaluations are due Jan. 31, 2024
 - Please watch for PDTs on completion of Performance Evaluations
 - If you are going to put an employee on a Performance Improvement Plan, please contact HR first.
- **Website Profiles:** All LC State employees are asked to ensure that their website profiles have complete and accurate information. Content areas that are often neglected include office location and professional photo. To help with both customer service and emergency protocol, please follow these [instructions](#) to ensure your correct office location is listed and a recent professional quality photo is displayed on your profile. For questions related to your profile, contact web coordinator [Hailey Denton](#). To schedule a professional portrait photo, contact photographer [Kevin Grote](#).
- **Song for the Week:** "[Give Me Love \(Give Me Peace on Earth\)](#)" by George Harrison

