

Monday Message

Jan. 19, 2026



Dear all,

“If you can't fly then run, if you can't run then walk, if you can't walk then crawl, but whatever you do you have to keep moving forward.” Dr. Martin Luther King, Jr.



Cynthia Pemberton, Ed.D.

President

P.S. In case you missed it, the Jan. 15 All-Campus Meeting video recording and Powerpoint presentation are available on the [Intranet](#). As the Legislative session progresses, as in the past, I will keep the campus community updated regarding implications and impact for and to LC State.

Announcements

BUCS Division Chair:

LC State is soliciting internal campus nominations for the position of interim chair of the Business & Computer Science Division for the 2026-2027 academic year. Nominations should be submitted to academicaffairs@lcsc.edu no later than Feb. 27. [More information](#).

Evaluations:

The annual staff [performance evaluation process](#) is underway. Evaluation forms and the rating scale are available on the [HRS website](#) under the Performance Evaluations link. When completing evaluations, take time to fairly reflect on your employee's performance over the past year. Evaluations are due on or before Jan. 30.

- Job Descriptions: As you and your employees update job descriptions, please be sure to use the most current [job description template](#) found on HRS's "Forms" page rather than revising last year's form. The staff job description templates were updated in April 2025, and all staff job descriptions must be submitted using this updated version.

Institutional Development Grant:

Faculty and staff are invited to submit applications for Institutional Development Grants for the spring 2026 awarding cycle. Institutional Development Grants are funded out of student fees and used to augment select educational activities for students. The grant application window opens today (Jan. 19) and closes Feb. 6: [Guidelines & Application](#). Questions may be directed to Maria in Student Affairs at studentaffairs@lcsc.edu.

Jaggaer Maintenance:

Jaggaer will be unavailable due to scheduled maintenance from Jan. 16 at 4 p.m. to Jan. 19 at 8 p.m. Please ensure any requisitions needed during the maintenance window are submitted and approved in advance, before the maintenance period begins. Contact Purchasing with any questions at Purch@lcsc.edu.

Mandatory Driver Training:

The State of Idaho requires all drivers of LC State owned, rented, or leased vehicles to complete the State of Idaho Defensive Driving Training annually. This is a mandatory training. If you are an LC State driver please watch your email for further instructions.

Mascot Feedback:

LC State will always be the Warriors. This will not change. The question is, should LC State adopt a physical mascot? If so, what should it be? A task force has been created to review this question, and it wants your continued feedback. [Submit feedback](#).

Peer Mentor Applications:

The First Year Experience Program is currently seeking peer mentor recommendations for the fall 2026 semester. A peer mentor is a current student who has successfully completed at least one semester at LC and helps new freshmen build a foundation for personal success at LC State. Peer mentors are friendly, reliable, and supportive and are able to demonstrate leadership qualities inside and outside the classroom. Mentors serve roughly 25 mentees 5-7 hours a week during orientation class, support programs (Orientation Day, Discovery Day, Homecoming, study nights, etc.), outreach, and in-person meetings. Please email your student recommendation(s) (full name and email if possible) for peer mentoring to fye@lcsc.edu by Friday, Jan 31.

W-2 Now Available:

2025 W-2 forms are now available in Luma. If you electronically accessed your W-2 last year directly from Luma, you will need to use the same method to obtain a copy of your 2025 form. To view your W-2, sign into Luma and select “Employee Docs: Paystubs/W-2/1095-C” from the “Employee Resources” widget on the Statewide home page. Unless you opt for electronic delivery, your W-2 form will be mailed to you from the State of Idaho by Jan. 31. Please note, once you consent to view your W-2 online, a paper W-2 will not be mailed to you. This process will continue throughout your employment with the state (including the tax year in which employment is ended). If you wish to receive a paper W-2 you must remove consent. All current employees and those in terminated status have the ability to view and print their W-2 on the web.

Warrior Weekly Submissions:

The spring 2026 Warrior Weekly, an all-student email, will begin Jan. 13, the week before the semester starts. If you have events or information that pertain to all students, and would like them included in the Warrior Weekly, please submit them to [Debbie Kolstad](#) by Tuesdays at noon for the Wednesday email. If you would like to be included to receive the Warrior Weekly email, send an email request Debbie.

Events

Keep up on events and activities through the [Campus Calendar](#) and the [Do More App](#)

Jan. 20 – Spring Classes Begin

Jan. 23-25 – Athletics Home Events:

The Warrior women's and men's basketball teams host College of Idaho on Friday at 5 p.m. and 7 p.m., and Eastern Oregon on Saturday at 4 p.m. and 6 p.m., respectively, at the P1FCU Activity Center. The men's tennis team plays Calgary on Friday, North Dakota on Saturday, and George Fox on Sunday. Each match is at 10 a.m. at the Tennis Center. The Women's tennis

team plays Calgary on Friday and Eastern Washington on Saturday, both at 2 p.m. at the Tennis Center. Learn more at www.lcwarriors.com.

Jan. 24 – Warrior Preview Day:

Future Warriors will be on campus for this signature spring recruitment event.
[Learn more.](#)

Song for the Week: “[Into the Mystic](#)” by Van Morrison

