

# Monday Message

June 15, 2026



Dear all,

As you have probably noticed, our campus is a construction zone this summer 😊. We're working hard to maintain and improve what I and we believe is one of the prettiest campuses in the Northwest! Here's an update from our Vice President for Finance and Administration Mr. Chris Jones on a few of the projects:

## **Administration Building:**

Exterior repairs to the brick and limestone are nearing completion. New window wells, historically accurate railings, and storm water catch basins are being installed over the next two weeks, and roof drain piping is being replaced and connected to this new drainage system. These efforts will reduce the risk of stormwater flooding we have experienced in the past. Once this work is complete, landscapers will follow with placement of plantings and landscape rock, and sections of sidewalk will be replaced. A new storefront door system at the main, north entry is also to be installed this summer.

## **Sam Glenn Complex:**

Two of our allied healthcare program projects are nearing completion in the Sam Glenn Complex. The Medical Lab Technologist renovation in Room 121 will be complete by the end of July, and includes student-centric work stations, a micro-equipment room, and support for distance learning program delivery. The Physician's Assistant program renovation in Rooms 224 and 225 will also be completed in July and will include four patient simulation rooms, a group work area, and a classroom with distance learning capabilities. The Medical Lab Technologist (MLT) program will culminate in an AAS degree, and the Master's of Physician Assistant Studies (MPAS) is a graduate-level partnership program with Idaho State University. With these renovations we are on target to continue moving forward with program planning.

## **Wittman Complex:**

The building systems upgrades project has begun at the Wittman Complex. Kenaston Contractors will replace the HVAC and fire alarm systems, upgrade the electrical service, and add a fire sprinkler system throughout the complex. The lion's share of the work will be completed this summer and the contractor will work around class schedules to complete the work over the course of the next year. Once complete with Wittman, Kenaston will shift focus to upgrades at the Mechanical Technical Building. This work will include new HVAC and electrical systems, and upgrades to the fire alarm system as needed. A huge thank you to PBFAC, DPW, and the Idaho Legislature for supporting these needed life-safety facility upgrades.

## **Parking lot repaving:**

Like the life-safety facility work, we are incredibly appreciative of the sidewalk and parking lot projects supported by the State. Physical Plant was the first location to have needed parking lot paving addressed. The paving is complete and Clearwater Fence will be installing a new fence and gate. Work is now underway at the Living Learning Center as Motley & Motley has demolished the existing parking lot and is excavating the site to receive new rock and gravel underlayment. This location is scheduled to be completed by mid-July. Clark Hall will be the third location to receive a new parking lot, and that work is scheduled for mid-July through mid-August.

Cynthia Pemberton, Ed.D.

President

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## **Announcements**

### **Employment contracts**

Employment contracts are currently being sent out. Professional staff and faculty will receive an email from LC State Workflow with the subject line "LC State Employment Contract." To access your contract, please use the SAML link included in the email rather than attempting to log in directly. The SAML link will direct you to the appropriate page where you can review and electronically sign your contract.

### **Foundation:**

To align with office and state policies, all faculty/staff payroll deductions to the LC State Foundation must meet a minimum of \$5 per pay period for a minimum of five pay periods. The final reminder email will be sent today to those we have not heard from. A reply is required by EOD Thursday, June 18. Any deductions not meeting the policy will be terminated as of July 1, 2026. Please contact [collegeadvancement@lcsc.edu](mailto:collegeadvancement@lcsc.edu) with any questions.

### **Fund 65000:**

Effective for the June 7 timesheet, for anyone who has been using Fund 65000 in their timesheet entry, please use Fund 10000 until further notice. If you have any questions, please contact Jane at x2204 or [jfjohnson@lcsc.edu](mailto:jfjohnson@lcsc.edu), or Debie at x2079 or [dblanco@lcsc.edu](mailto:dblanco@lcsc.edu).

### **P-Card Sign-Off:**

Due to the July 4 holiday, the June P-Card reconciliation and sign-off deadline is earlier than usual. All June P-Card transactions must be reconciled and signed off by July 2 to ensure they are posted in Fiscal Year 2026. Cardholders and department P-Card managers must complete their reconciliation and sign-off before supervisors/department heads can review and approve transactions. Please allow sufficient time for all approval levels to be completed by the July 2 deadline.

## **Server Maintenance (June 8-26):**

Information Technology Services will be performing maintenance on the campus server infrastructure from June 8-26. As part of this work, it will be migrating over 60 virtual servers to a new platform. Maintenance windows will take place between 6-7 a.m. on select mornings throughout this period. Not all systems will be affected on the same day, and ITS will work to minimize disruption to campus operations. The following systems may experience brief outages during this time: AceWare/AceWeb, Pharos (printing and library system), VPN, Instant ID (card system), Colleague/WarriorWeb, Johnson Controls (HVAC), and Salto (will not affect ability to use fob but won't update access during the outage window). Email and Microsoft Teams will not be affected by this maintenance. If you have questions or concerns about a specific system or planned outage window, please contact the ITS Help Desk at [helpdesk@lcsc.edu](mailto:helpdesk@lcsc.edu) and it will be happy to provide additional details. ITS appreciates your patience as it works to improve the reliability and performance of campus systems.

## **Timesheets**

are due early for the July 3 payday due to the holiday. For the July 3 payday (to be paid on July 2), which is for the weeks of June 7-13 and June 14-20, employees and managers will be locked out of WFM in Luma on Tuesday, June 23, at 11 a.m.

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## **Events**

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

### **July 1 – Summer Concert:**

LC State's first concert of the Summer Concert Series is Wednesday, July 1, from 11:30 a.m. to 1 p.m. at the new SUB patio area. Rewind Rock Band will once again be rocking your lunch break. Adding to the fun, for employees to purchase, the Chili Blues Food Truck will be there with a variety of mouthwatering options. Spread the word and come enjoy an amazing local band and a great food vendor.

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## **News & Features**

Stay current on [LC State news](#)

[LC State MSN program earns accreditation, launches direct entry option](#)

[America 250 the focus of fifth annual Student Democracy Day](#)

[LC State Elevate brings innovative options for adult learners](#)

[959 students make honor roll for LC State spring semester](#)

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**Song for the Week:** "[Hot Fun in the Summertime](#)" by Sly and the Family Stone

