

Monday Message

Sept. 8, 2025



Dear all,

As we settle in to the fall semester, please (1) make sure the events and activities you and/or your unit are leading are part of the [Campus Calendar](#) and DoMore app, and (2) check in with these event info sources to stay abreast of campus happenings and opportunities to connect and engage.

Speaking of staying abreast of campus happenings, after an extensive national search (with over 90 applicants, nine virtual interviews, and three on-campus interviews with finalists), Mr. Jim Klemann, current athletic director at Rocky Mountain College, will be joining us as athletic director for Warrior athletics.

Klemann has been athletic director at Rocky Mountain, in Billings, Montana, since 2021, where he oversees a nationally competitive athletic department consisting of 15 programs, 430 student-athletes, and 35 coaches and support staff. Prior to this he served at the University of Jamestown, in Jamestown, North Dakota, from 2007-2021 in a variety of roles including assistant athletic director, director of annual giving, director of transfer admissions, and assistant baseball coach/athletic game manager. See the [news release](#) for more details.

Jim's experience and success as an athletic director at a small NAIA school in the northwest that competes in the Frontier and Cascade Collegiate Conferences will help him hit the ground running.

The search committee included representation from the community, athletic department, coaching staff, and from across campus. I thank the committee, campus, and community for helping achieve a very thoughtful and thorough process, and successful outcome.

Go Warriors!

Cynthia Pemberton, Ed.D.

President

Announcements

- Campus Safety: LC State is a safe campus but vigilance is always a good idea. Remember to lock car doors and keep valuables in cars out of sight. Also, please remember to lock your office at the end of the day. Contact Public Safety at 208-792-2815 with any questions or concerns.
- Human Resource Services:
 - **Compliance Training:** Annual compliance training is now available for all faculty and staff. You should be receiving an email from VectorSolutions with your training link. Didn't see it? Check your junk folder, or go directly to lcsc-id.savecolleges.com/login and log in with your username. **The deadline to complete all trainings is Oct. 31.** For any questions or issues, contact Human Resource Services (HRS). Let's check this off early and keep LC State in compliance!

- Org Chart: Human Resource Services is excited to share that the LC State Organizational Chart is now available on WarriorHub! The chart updates automatically in real time – no more manual updates needed. To access, go to WarriorHub and log in and click on the tile labeled “Internal Organizational Chart.” This tool makes it easy to view the most current structure for your area or across the college at any time
- September PDT: To sign up for any of the following Professional Development Trainings (PDT), please email HR@lcsc.edu with the ones you would like to attend.
 - **P-Card FAQs:** Wednesday, Sept. 10, at 10 a.m., RCH 202
 - **Excel Part 1:** Tuesday, Sept. 16, at 10 a.m., SGC 215
 - **Excel Part 2:** Tuesday, Sept. 23, at 10 a.m., SGC 215
 - **Jagger Frequently Asked Questions:** Tuesday, Sept. 30, at 10 a.m., RCH 202
- **Library:** Thank you to the campus community for your patience and support as the library welcomes and trains its new team of student workers for the fall 2025 semester. Your understanding helps ensure they are well prepared to provide excellent service throughout the year.
 - **Normal Hours:** Beginning the weekend of Sept. 13-14, the library will return to its normal weekend hours: Saturday 1-5 p.m., Sunday 1-7 p.m. [Library Hours](#).
 - **Resources:** Please direct students to the “[Ask-a-Librarian](#)” chat service, available 24/7, to connect with a librarian anytime. Research resources are discoverable and accessible 24 hours a day/seven days a week via the Library’s [online catalog](#) and through the database link [A-Z Databases](#) utilizing the [off-campus login](#).
 - **Game nights:** Library Game Nights with professor Ian Tippetts are scheduled for 6-8 p.m. on Sept. 9, Oct. 14, and Nov. 11.
- **Parking Meters:** Public Safety has recently removed the parking meters from campus. These spots will be converted to short-term visitor parking once new signage arrives. Guest or visitor parking can be arranged anytime. Details are available on the [Public Safety website](#).
- **RRF Funds:** The [FY26 RRF awards](#) are now available for view online. Please carefully review the funding source and expend accordingly.
 - **One-time:** If your division/department was awarded funds paid by one-time appropriated dollars, please reach out to the Budget Office for the amount of the award. **Please expend these funds using a General Fund (10) appropriated account.** Once the actual expenditure has posted to Finance Query, please provide the details to the Budget Office so that budgeted institutional funds can be transferred appropriately.
 - **Ongoing:** If your division/department was awarded funds paid by ongoing appropriated dollars, these amounts have already been added to FY2026 base budgets.
- **Student Employment & Career Readiness:**
 - **Oct. 9 Career & Internship Fair:** Students, alumni, staff, and faculty are invited to connect with employers offering jobs and internships across a variety of industries from 10 a.m.-2 p.m. at the P1FCU Activity Center. This year’s fair features 10+ first-time attendees, including Alpine Aviation, Idaho Bankers Association, Hilina Engineering, and U.S. Courts District of Idaho. View the [full list of employers here](#) (updated weekly).
 - **Career & Internship Fair Prep Events:** To help students make the most of the fair, prep events are scheduled featuring resume reviews, professional clothing closet shopping, and elevator pitch practice:
 - Sept. 23: 11 a.m.-1 p.m., SUB 202
 - Oct. 1: 3-5 p.m., SUB 202
 - Oct. 7: 12-4 p.m., SUB 202

- **Teams Phone Quarterly Billing:** The Teams Phone billing has transitioned to a quarterly cycle. The billing for July-September is now available for review. Charges are \$15 a month per line per phone number. To ensure charges are applied correctly, we've posted a list of the phone numbers assigned to each department on the [Intranet](#). Please review your department's assigned numbers and confirm that the listed account number is accurate. If you notice any discrepancies or if updates are needed, please contact the [IT Help Desk](#) at by end of day, Sept. 12. Thank you for helping us keep our records accurate.
 - **University Name Change:** For frequently asked questions, information, and ongoing updates regarding the initiative to evolve LC State's moniker to "Lewis-Clark State University" visit www.lcsc.edu/university.
 - **Web Coordination:** In accordance with the Presidential Priority of increasing efficiency, LC State continues to make strides toward a more centralized web editing model. This is expected to improve the quality and accessibility of content on our website (www.lcsc.edu). Additionally, it will reduce the burden on departments to manage their own content. Below are two important updates related to this initiative. Please continue to check the Monday Message for further updates coming this fall.
 - **Web Staff:** As a result of the strategic planning RRF process, LC State now has two fulltime positions dedicated to web coordination in the Communications & Marketing Office. [Hailey Denton](#) serves as lead web coordinator, and a new hire, [Cathy Rowland](#), also serves as a web coordinator. Please contact them for website needs and questions.
 - **Web Editor Training:** LC State will no longer be training new web editors to manage unit web pages. Instead, this work will be transitioned to the web staff within Communications & Marketing. For any questions or concerns regarding this, please email [Logan Fowler](#).
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Events

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

- **Sept. 13 – Athletics Home Events:** Warrior volleyball hosts Warner Pacific at 4 p.m. on Saturday at the P1FCU Activity Center. Learn more at www.lcwarriors.com.
 - **Sept. 22-28 – Fall Frenzy/Family Weekend:** Learn more about and register for this [Signature Event](#) on the LC State's [Fall Frenzy Family weekend webpage](#).
 - **Sept. 23 – Tuesday @ Two:** President Pemberton will host Tuesday @ Two on Sept. 23, Oct. 28, and Nov. 18 from 2-3 p.m. at her office in the Administration Building, Room 207. Everyone is welcome. Stop by and join the conversation.
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News & Features

Stay current on LC State news at www.lcsc.edu/news

- [Klemann named LC State athletic director](#)
- [Fall Frenzy & Family Weekend to take place Sept. 22-28](#)
- [LC State to host panel discussion Sept. 17 for Constitution Day](#)
- [Drama Club to present preview of play 'Third Person'](#)

Song for the Week: “[Don’t Stop](#)” by Fleetwood Mac

