

Monday Message

April 29, 2024



Dear all,

First, I want to go back in time a bit to Thursday, April 18 – the evening LC State hosted the LC Valley Chamber’s Business After Hours in the Williams Conference Center (WCC). One of the goals of hosting, beyond the opportunity to engage and display what it means to connect campus to community, is to feature the WCC as an event space as well as a number of our auxiliary/service units. The event was a terrific success and I could not be prouder of the way we were able to showcase both facilities and functions. Special thanks to the leadership team who coordinated the event, Center for Student Leadership (SUB) Director Tate Smith and Communications & Marketing Director Logan Fowler (with help and support from Ms. Jennie Jones Hall, director of College Advancement and Foundation executive director). Thanks also to those who shared information and expertise across a range of LC State services and supports:

- Admissions/Financial Aid – Soo Lee Bruce-Smith and Sara Patterson – Promoting educational opportunities/scholarships for those looking to attend (or friends/family looking to attend).
- Adult Learner Program – Dovie Willey and Rob McDonald – Promoting the Portfolio Program for those interested in returning to finish out a degree.
- Athletics – Ty Graham and Samantha Malinich – Promoting information about Avista NAIA World Series tickets and volunteering.
- Campus Print – Julie Wilson – Offering a hands-on live shop learning lab. Students are available for design work on/off campus and are also developing printing production skills.
- Career & Employment Services – Makenzie Hollingsworth – Promoting opportunities for employers to access upcoming/recent grads or interns through the Handshake app and Career Fair. Also providing career prep services for LC students/alums.
- Events & Conferences and SUB/CSL – Angel Huddleston, Andrea Baldus, Kristin Myers – Promoting professional spaces and services for conferences, camps, workshops, trainings, retreats, meetings, events, etc.
- Outdoor Adventure Rentals – Jacob Crist – Promoting opportunities to rent affordable outdoor recreation equipment (rafts, snowshoes, kayaks) and become aware of Hells Gate Beach Rental program (stand-up paddleboards, tubes, etc.).
- Sodexo Food Service – Jim Piscitello and Monika Pande – Promoting professional catering services for on/off campus events.
- WarriorWear – Brandi Williams – Promoting LC branded clothing, etc.
- Workforce Training – Dr. Doug Cruthirds – Promoting short-term training and customized training options.

Second, as you know from [last week’s message](#), over the course of the past year the campus community actively engaged conversations surrounding the idea of evolving our naming moniker from college to university. In addition to chronicling the conversations and discussions engaged, individuals were invited to share commentary through an online survey. Not surprisingly given the extensive campus community involvement already evidenced, commentary was limited (a total of 15 comments were received). Overall, commentary was positive and supportive (e.g., the change would “bring about more recognition,” I am “excited for the opportunities it could present for LC,” it will reduce international recruiting confusion, etc.).

In the instances where concerns or questions were expressed, one commenter wondered about the associated costs of the conversion. As shared in the [rationale document](#), while it is difficult to be precise because we would build the conversion costs (signage, swag, email address, IT, etc.) into existing replacement and upgrade schedules (e.g., refinishing the gym floor with the new moniker during the normal refinishing cycle), the near-term costs have been estimated at less than \$50,000. Other comments

focused on employee workload and/or salaries, range of program mix, and tuition – wondering what impact university might have. The short answer, again as noted in the rationale document, is that there would not be a job description or salary impact, nor would it take away from the importance of the current range and scope of programming (i.e., professional studies, arts and sciences, CTE), nor impact tuition. With regard to salaries, I have been and will continue to advocate for LC State employee salaries and am proud of the positive gains we have made. Far from stagnant, in all but one of the past six years salaries have increased (the one year without increases was the pandemic year during which salaries were flat and furloughs were implemented). In terms of degree offerings, peer comparators, etc., not only is the change appropriate, but it would be a more accurate descriptor. And perhaps most importantly, we would continue our mission-driven, student-centered focus, maintaining our place and space in Idaho's education landscape, offering a high quality small private school experience at an accessible and affordable public school price.

I want to again thank the campus community for its thoughtful consideration of this important topic. Next steps will involve sharing the idea and information with the State Board of Education (May and June). I will keep folks updated via the Monday Message as the process evolves.

And finally, strap in and saddle up! The semester is drawing to a close which means we will celebrate the successes of our students! Be sure to check the [campus calendar](#) to stay in-the-know about the various and numerous celebrations to look forward to (e.g., Academic Affairs Research Symposia, concerts, exhibits, showcases, keynotes, pinnings, banquets and dodgeball... 😊).

It is truly the best time to be a Warrior!

Cynthia Pemberton, Ed.D.
President

Events

Keep up on events and activities through the new [Campus Calendar](#).

- **April 29, May 1 – Concerts** – The LC State Rock Band (April 29) and Jazz Band (May 1) spring concerts are this week and are free and open to the public. [Learn more here](#). Update: due to weather, today's Rock Band concert at 7:30 p.m. has been moved to the Silverthorne Theatre.
- **April 30 – Tuesday @ Two** – President Pemberton will host Tuesday @ Two on April 30 at 2 p.m. at the Schweitzer Career & Technical Education Center, Room 302. Stop by and join the conversation.
- **May 1-3 – Research Symposium** – LC State students and faculty will present their classroom and independent research projects during the [Annual Research Symposium](#) on Wednesday and Thursday on campus and Friday in Coeur d'Alene. All presentations are free and open to the public.
- **May 4-6 – Home Athletic Events** – The Warrior baseball team will host the Cascade Conference Tournament Saturday-Monday, opening the tournament against Bushnell University on Saturday at 4 p.m. For more info visit www.lcwarriors.com.
- **May 10 – Commencement** – LC State's commencement ceremonies will be held on Friday, May 10, at the P1FCU Activity Center. Visit www.lcsc.edu/graduation to learn more.

- **Message from the Office of the Provost:** Commencement is a significant milestone in the academic journeys of our students and gives us a wonderful opportunity to celebrate their dedication, perseverance and achievements. To show our support, **faculty are required to attend both ceremonies**. The first ceremony will include students in the School of Professional & Graduate Studies, and the second will include students in the Schools of Liberal Arts & Sciences and Career & Technical Education. All faculty need to line up on the ramp on the north side of the P1FCU Activity Center by 9:20 a.m. for the first ceremony and by 1:20 p.m. for the second ceremony. Lunch will be provided to faculty between ceremonies and can be picked up at Doks (across from the entrance to the SUB/CSL) around 11:30 a.m. You are welcome to enjoy lunch with your colleagues or bring it to your office as you complete any pending grading before lining up for the second ceremony.
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Announcements

- **Faculty and Staff Survey:** The office of Institutional Research and Effectiveness will be sending a survey to all faculty and staff via email Tuesday, April 30. This information will aid LC State in its involvement with the [First Scholars Network](#). We are also using this opportunity to ensure that college personnel records in our information system (Colleague) are complete, accurate and align with best practices. This survey will gather information about education level, degrees and professional certifications earned, as well as first generation status. We would appreciate full participation by May 15.
- **IT Ongoing Maintenance:** Please be advised that there will be a standing IT systems outage window every Friday from 5-7 a.m., effective immediately. This scheduled downtime allows IT to conduct essential maintenance and upgrades to college systems, ensuring optimal performance and security for LC State's network. Colleague/WarriorWeb outages will still adhere to the schedule and timeframe outlined on IT's outages page. While not every Friday will require an outage, your understanding and cooperation is appreciated during these necessary maintenance periods. Thank you for your patience and support as the college's technology infrastructure is maintained. Please direct any questions to helpdesk@lcsc.edu.
- **Message from WarriorWear:** "We really appreciate the warm welcome from everyone on campus, getting the word out that we're here to help, and getting your adoptions in on time so we can provide the best savings to students. If you remember and wouldn't mind dropping a reminder to students to bring back those rentals by May 10 that can help us avoid any late fees. To show our appreciation, we'd like to thank staff and faculty with a special sale on May 6-10! Instead of the normal 20% off, we'd like to up that to 30% and allow you to stack that with any items that are already on sale."
- **Open Enrollment:** Open Enrollment for Medical/Dental/Flexible Spending Accounts begins today and runs through May 10. Steps to take are listed below. HRS will be holding Open Enrollment Informational Sessions on May 3 at 10-11 a.m. via Teams, and on May 7 from 3-4 p.m. in SAC 112. Please RSVP at www.lcsc.edu/hr/pdt.
 - Decide on the coverage you want.
 - If you want to change from what you currently have, you will need to do so in the Open Enrollment application in Luma.
 - If you are not making any medical and dental plan changes, nor enrolling in the FSA, there is no action you need to take.
 - Decide if you want to participate in the Health Care FSA, Day Care FSA, or Limited Health Care FSA. Three different types of FSAs are offered for FY25.
 - If you want to participate, you must enroll/reenroll each year.

- Your FSA contributions will be taken from your paychecks July through June.
 - Note the Limited Purpose Health Care FSA is specifically offered for those employees enrolled in the High Deductible plan WITH HSA.
 - Decide if you want to participate in the HSA.
 - If you want to newly participate in the HSA, you must be enrolled for the High Deductible Health Plan (HDHP), select the “HDHP with HSA” option in the enrollment process. You can set up your contribution at the same time or at any point during the year.
 - Your HSA contributions will be taken from your paychecks July through June.
 - Review the Luma Open Enrollment step-by-step guide and instructions.
 - [2024 Open Enrollment Demonstration](#)
 - [2024 Open Enrollment QRG](#)
- **Payment System:** LC State’s new electronic payment system is now live.
 - LC State has implemented PaymentWorks, a digital supplier management and payment security platform, to streamline vendor onboarding and facilitate the transition to ACH payments (electronic payments versus mailed checks). In the upcoming months, current vendors will receive email notifications guiding them through the easy registration process with PaymentWorks. All new and existing vendors are required to register in PaymentWorks by July 31.
 - Campus may request a vendor invite to PaymentWorks using the existing Jaggaer Supplier Request form. The new system simplifies the registration process and no longer requires you, as the department working with the vendor, to request a W-9 from them, as they will provide that information when registering in PaymentWorks. For more information, visit the [PaymentWorks page](#) on the Purchasing website or contact Purchasing at purch@lcsc.edu.
 - The use of this system is important as it performs vendor verification checks that are required for purchases using federal grants and required due to other legislation. This system automates these verifications along with providing the convenience of ACH payments for both our vendors and LC State.
- **Single Sign-On Update:** Exciting news from IT! We will be sending an email this week to all students regarding Single Sign-On (SSO). In the email, we will [include this link](#) where students can learn all about the changes coming with SSO. This page is the go-to for getting up to speed and where future updates will be posted. We've included a quick video giving a sneak peek at the new WarriorHub portal. This will be the one-stop shop for accessing the LC State systems that utilize SSO. Take a moment to check out the page and get familiar with what's coming our student's way. It's going to be awesome!
- **Summer Hours:** Summer hours will be in effect May 13-Aug. 2. See intranet for details. The holiday schedule has also been updated and is on the intranet.
- **Volunteer for Dream It. Do it.:** Volunteers are needed for the Dream It. Do It. conference on May 14. The event brings area 10th and 11th graders to campus to learn about potential career opportunities. For more information contact [Stephanie Lathrop](#), [Abigail Pernsteiner](#) or [Liz Weldy](#) and [sign up here to volunteer](#).
- **Volunteer for the World Series:** The 2024 Avista NAIA World Series is May 24-31 and volunteers are needed to take tickets, sell programs, help in the concession stands, and serve as ushers. With supervisor approval, LC State employees can volunteer for up to eight hours, for a maximum of two shifts, during designated work hours, or a supervisor can approve comp time if shifts are worked after hours. For more information visit www.naiaworldseries.com/volunteer.

- **Song for the Week:** "[Happy](#)" by Pharrell Williams

