

# Monday Message

Jan. 13, 2025



Dear all,

In case you missed it, the Spring All-Campus Meeting video recording and [Powerpoint presentation](#) are available on the [Intranet](#).

As the Legislative session progresses I will keep the campus community updated regarding implications and impact for and to LC State. Please keep in mind, as stated during our all-campus meeting, the Governor's budget recommendations are just that, recommendations. Action and support by the Legislature are needed before the recommendations can become a reality.

I will be in Boise the last week of January to testify before the Joint Finance-Appropriations Committee (JFAC) as well as both the House and Senate Education Committees. Viewing links will be shared via the Monday Message. During that week I will also meet one-on-one with numerous legislators to advocate for LC State.

Finally, as noted during the meeting, it is our intent to reengage the College to University moniker change process. Information associated with this proposal can be found on the Intranet ([Feedback Report](#), [Presentation](#)). Feel free to review this information, and/or request a presentation from the task force co-chairs (Dr. Royal Toy and Mr. Logan Fowler). Coming soon will be the FAQs and feedback/input link to share your thoughts and sentiments.

Cynthia Pemberton, Ed.D.  
President

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## Announcements

- **Arboretum Accreditation:** LC State was recently notified that Arboretum Accreditation at Level I for the Lewis-Clark State College Arboretum has been renewed. Congratulations to our Arboretum Committee, chaired by Carrie Kyser, for its continued success! Read the [news release](#) for more details.
- **CTL Creativity Workshop:** Last call for participants! Starting this Thursday, Jan. 16 (12-1:15 p.m.), Rachelle Genthôs will be facilitating a 12-week creativity workshop at the Center for Teaching & Learning (CTL) using "[The Artists Way at Work](#)" (AWAW; Bryan et al., 1999). If you are interested in joining the group (more info in this [longer description](#); virtual attendance available), please email Marlowe Daly-Galeano, director of the CTL ([hmdalygaleano@lsc.edu](mailto:hmdalygaleano@lsc.edu)), to be added to the list. All faculty, staff, and administrators are encouraged to join.
- **Microsoft Teams Phone:** The office of Information Technology Services is excited to announce that LC State is transitioning to Microsoft Teams Phone for voice communication. This change will modernize our phone system and integrate seamlessly with the Teams platform. For more information about headset options, transition timeline, and documentation, please visit [this page](#). Stay tuned for further updates as we move forward with the rollout.
- **Parking Permits:** Spring semester parking permits are available for \$60 and can be purchased at [www.lsc.edu/public-safety/parking-services](http://www.lsc.edu/public-safety/parking-services). Ticketing will begin Jan. 21.
- **Peer Mentor Applications:** The First Year Experience Program is currently seeking peer mentor recommendations for the fall 2025 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 5-6 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](mailto:fye@lcsc.edu) by Friday, Jan 31.

- **Performance Evaluations:**

- **Forms** – This year's Employee Performance Evaluation forms for Classified and Professional staff have been released and can be found on the [HR Website](#).
- **Job Description & Resume** – This year, an updated job description (using the updated [job description template](#)) is required to be sent with all evaluation forms for Classified and Professional staff. In alignment with best practices observed at colleges and universities across the country, LC State staff (CSO optional) are asked to submit an updated resume along with their performance evaluation so that we have the most current copy in the personnel files. All evaluations and job descriptions for Classified and Professional staff should be emailed to the HR office no later than Jan. 31. For questions email [hr@lcsc.edu](mailto:hr@lcsc.edu).
- **CUPA Comparators** – A dashboard is available on the Intranet under Quick Links – CUPA Comparators – for supervisors and employees to view their current CUPA comparators, as these are part of the job descriptions. Or, you may reach out to HRS directly if you would like to check the current comparator. CUPA comparators that are listed on the current job descriptions are specific to the time it was signed. These can change frequently with position updates, so it's important that the new comparators (if there are any changes) are entered on the updated job description. As job descriptions are received in HRS, the comparators will be reviewed and confirmed. If there are any changes, they will be updated, and a copy will be sent back to the supervisor and employee.
- **Ratings** – This year, the "Exceeds" evaluation rating was updated on the evaluation forms to "Solid Sustained Performance" to align with the terminology used by the state (DHR and Luma). The definition used for "Exceeds" is the same definition used for "Solid Sustained Performance." Only the category name changed. This change can be found on the [Performance Management](#) website under the Performance Expectation Ratings section.
- **Conducting Performance Evaluations PDT** – If you need a refresher on conducting performance evaluations on employees, please join us for a PDT on Friday, Jan. 17, at 10 a.m. via Teams. You can sign up at [www.lcsc.edu/hr/pdt-wellness](http://www.lcsc.edu/hr/pdt-wellness).

- **Student Employment & Career Readiness Center Updates:**

- **Expanding Our Reach** – We're committed to meeting students where they are! In addition to our regular office hours and Tuesday evening hours, we now have a student staff member available in the Student Success Center on Mondays and Wednesdays from 3-5 p.m.. During these times, students can drop by or reserve a session through the Handshake platform to receive assistance with resumes, job searches, and navigating Handshake. These targeted services complement the full range of support provided by the Student Employment & Career Readiness Center, all designed to help students prepare for their future career.
- **Help Us Spread the Word** – This semester, we're offering an exciting lineup of events to connect students with employers and provide workshops focused on building Career Readiness. These opportunities are designed to equip students with the tools and confidence they need to succeed in the job market. Event details are available in multiple locations: the Campus Calendar, Handshake, Do More app, and on our [main website](#).

- **WarriorWear:** Spring semester course materials are available at [LCStateBookstore.com](http://LCStateBookstore.com). Please encourage students to order as soon as possible to avoid potential shipping delays due to weather. Free shipping is available when you select "Pickup" at WarriorWear. WarriorWear will have extended hours the first week of school. Check the website for details. For questions, email [lewisclarkbookstore@textbookbrokers.com](mailto:lewisclarkbookstore@textbookbrokers.com).

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## Events

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

- **Jan. 13 – First Day of Spring Semester**
- **Jan. 20 – Civil Rights Day** – Campus closed.
- **Jan. 25 – Warrior Preview Day** – LC State welcomes prospective students and their families for this [Signature Event](#) to explore campus from 9:30 a.m.-1 p.m. [Learn more.](#)

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## News & Features

Stay current on LC State news at [www.lcsc.edu/news](http://www.lcsc.edu/news)

- [LC State Arboretum receives re-accreditation](#)
- [Herring Notches First Triple-Double in School History, Byrd Scores Career-High to Cap Weekend](#)
- [No. 15 LC State Men Roll Past Corban in CCC Game of the Week](#)
- [LC State's Alexander wins CSC Rising Star Award](#)
- [LC State announces 2024 fall semester honor roll](#)
- [Idaho WWAMI healthcare education leader is a proud LC State grad](#)

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**Song for the Week:** ["You Make Loving Fun"](#) by Fleetwood Mac

