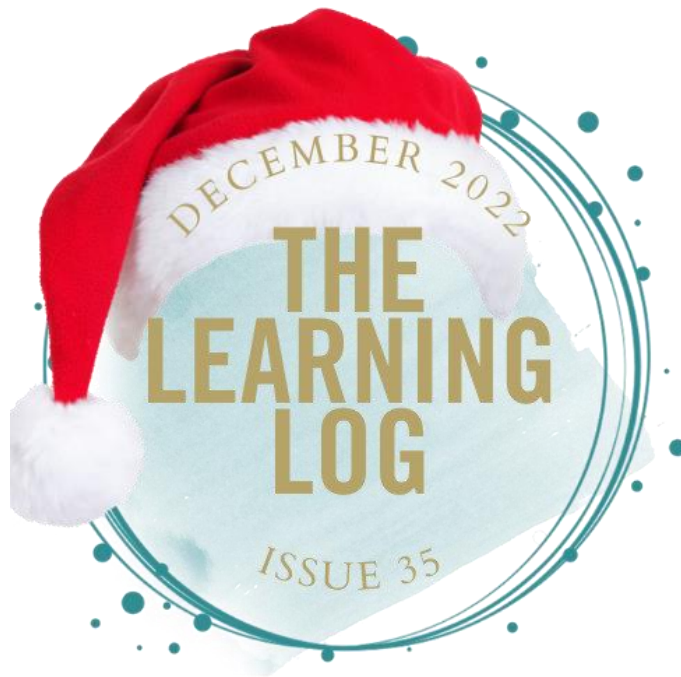


# LINDENWOOD

U N I V E R S I T Y

LEARNING ACADEMY



## CONTENT



Holiday Health & Wellness Reminder

Graduate Attribute Spotlight

LinkedIn Learning

2022-2023 Teaching Excellence and Innovation Grant

CEL: Occupation Insight

Center for Diversity, Inclusion training

Professional Opportunities



Interlocking  
Components  
(Q2 Refresher)



Click on the images in this edition to find the fun and interesting links!

## Holiday Health and Wellness Reminders

*Brought to you by your  
Benefits Concierge Service Center*

The holidays bring excitement and joy! However, they can also bring stress and anxiety. Whether you are traveling, entertaining, or shopping for gifts, it is easy to become overwhelmed. Here are a few resources we would like to remind you of so your holidays can be more enjoyable!

### **SupportLinc = Supporting Lions!**

Did you know that SupportLinc has a flash course called, "How to Survive the Holidays"? Click [here](#) to learn more and access your **FREE** holiday toolkit guide! You will find tips for budgeting, stress, and staying healthy during the holidays as well as additional toolkits for mindfulness, resilience, and even sleep fitness!





## Helpful Holiday Health Reminders

The holidays are right around the corner which means getting together to catch up with family and friends! While protocols are in the past, COVID is here to stay, and the flu is on its way!

We thought this would be the perfect opportunity to remind everyone to be courteous to each other when experiencing any type of symptoms, after an exposure, or returning to the office after testing positive. That way we can all have an opportunity to safely visit with our friends and families during the holidays! Please click on the links to access the latest CDC guidance on [exposures](#) and [testing positive](#).

---

## Graduate Attribute Spotlight

### Dr. Barbara Hosto-Marti



This new feature will focus on a faculty or staff member each month that is aligning the graduate attributes to courses or providing evidence using signature assignments. December focuses on Dr. Barbara Hosto-Marti, Associate Professor of Political Science, and her work with the Institutional Learning Outcome of Civic Responsibility and its alignment with the Graduate Attribute of Responsible Citizen. During our Community of Practice for Civic Responsibility, Barbara was an integral member providing insights on student artifacts and participating in our [Focused Learning Improvement Project \(FLIP\)](#). One theme that developed from this community was providing more community involvement for students through civic engagement; thus, for our FLIP, Barbara with the help from the Center for Engaged Learning, began revitalizing Community Service Honors for eligible graduates and developing a credential or certificate in Civic Responsibility (or Responsible Citizen). These projects are still in development, and we are excited about their progress especially as we transition to the graduate attributes! Further, Barbara developed an [Issue Analysis Project](#) for her course, PS 15500: American Government: The Nation, which encourages students to engage in public policy by exercising their Constitutional Right to “petition the government for a

redress of grievances” (U.S. Constitution, Amendment I). This project makes an effective signature assignment for Responsible Citizen as it aligns with the criteria of diversities of communities and cultures, analysis of knowledge, civic identity and commitment, civic communication, and civic action and reflection. Many PS 15500 instructors use similar assignments, and all faculty and instructors are welcome to examine Barbara’s assignment to help inspire their own course activities to encourage stronger responsible citizenship skills! Thank you, Barbara!

---

## LinkedIn Learning Improving Mental Health at Work

Employee mental health is a hot topic of discussion in today’s workplace. This course, led by psychologist Karen Doll, discusses the importance of mental health awareness in the work environment. Karen details science-backed stress management techniques that are accessible and practical, like regulating one’s inner state and energy. She guides you as you elevate your mental model by incorporating healthy thinking, emotional literacy, and self-compassion practices. Learn methods to build resilience, developing a flow state, starting a “personal book of awesome,” seeking gratitude and service, and nurturing connections. She’ll teach you how to effectively foster your focus and highlight the importance of setting boundaries. **Click on the image to go to the course!**





---

# RISE

RIGOR | INCLUSIVENESS | SUPPORT | ENGAGEMENT

## 2022-2023 Teaching Excellence and Innovation Grant

The Teaching Excellence and Innovation Grant offers financial support to faculty members who are interested in implementing an innovative idea or practice into their teaching. All LU faculty are eligible to apply for the award.

Last year was the first year that the Teaching Excellence and Innovation Grant was offered, and the projects that were awarded represented the variety of teaching interests and expertise present among LU faculty, ranging from equipment for VR initiatives to support for studies in effective teaching and learning methods for specific disciplines.

The application window for the 2022-2023 Teaching Excellence and Innovation grant is now open. Proposal submissions are due January 20, 2023. [This webpage](#) contains complete instructions for applying for the award and further details on what can and cannot be funded by the

Teaching Excellence and Innovation Grant. Please direct any questions about the grant to [Betsy Melick](#), Director of Faculty Development.

---



## Occupation Insight

The Office of Career Services and the Center for Engaged Learning would like faculty and staff to be aware of a valuable new resource available for student advising sessions and labor market research. Occupation Insight (OI) is a cloud-based workforce analytics tool that will be available to both faculty and students as an ancillary resource accompanying Anthology.

### **What is Occupation Insight?**

Occupation Insight uses real-time labor market data from BurningGlass to put timely and accurate career, job-specific, and skill-demand information at the fingertips of faculty and students. Stay up to date on actionable information related to in-demand careers and real-time job opportunities.

### **How can faculty use Occupation Insight?**

There are numerous ways for faculty to utilize the resource, including:

- Curriculum planning and revision – Connect course material to students' career goals
- Academic Advising & Recruitment – Meaningful insight when identifying career goals and skill acquisition
- Labor Market Research – Real-time data for the most up to date information.



### **How do faculty access Occupation Insight?**

To be added to the active directory for Occupation Insight, please fill out [this form](#). Once added to the OI directory, you will receive an email notification and short video overview of the resource.

### **Want to learn more? Check out these links.**

[Coppin State University Case Study](#)

[Occupation Insight Overview](#)

[On Demand Webinar](#)

For more information, email [Shannon Wright](#), Director of Career Services.



## **Center for Diversity and Inclusion**

---

### **Making Diversity, Equity and Inclusion a Reality**

#### **Part 1**

Date: December 7

Time: 1-3 p.m.

Location: Online

#### **Part 2**

Date: December 21

Time: 1-3 p.m.

Location: Online

The current landscape and climate in our country requires now more than ever, that we stand up and become part of the solution versus being bystanders and hoping change will come or progress will be made. “Hope is not a strategy.” This 2-part foundational interactive class will help to establish a foundational understanding of diversity, equity, inclusion, and belonging. We will learn how we can contribute to and benefit from having a more diverse and inclusive culture where everyone can thrive and feel a sense of belonging, while delivering a superior academic experience to Lindenwood students.

**REGISTER**

---

## **Courageous Conversations**

Location: Center for Diversity and Inclusion, Spellmann 3085

### **Defining Privilege**

Date: December 1

Time: 10:30 a.m.–12 p.m.

### **What Does It Mean To Be An Ally?**

Date: December 15

Time: 2–3:30 p.m.

“**Courageous Conversations**” is a facilitated conversation for faculty and staff to have an open dialogue about topics that impact real career and life experiences. We will discuss challenges, opportunities and successes related to a variety of things from which we can learn from each other, become more empathetic, and identify actionable ways to create a more inclusive environment for our entire campus community.

**Please come prepared to have an engaging and productive conversation.**

**REGISTER**

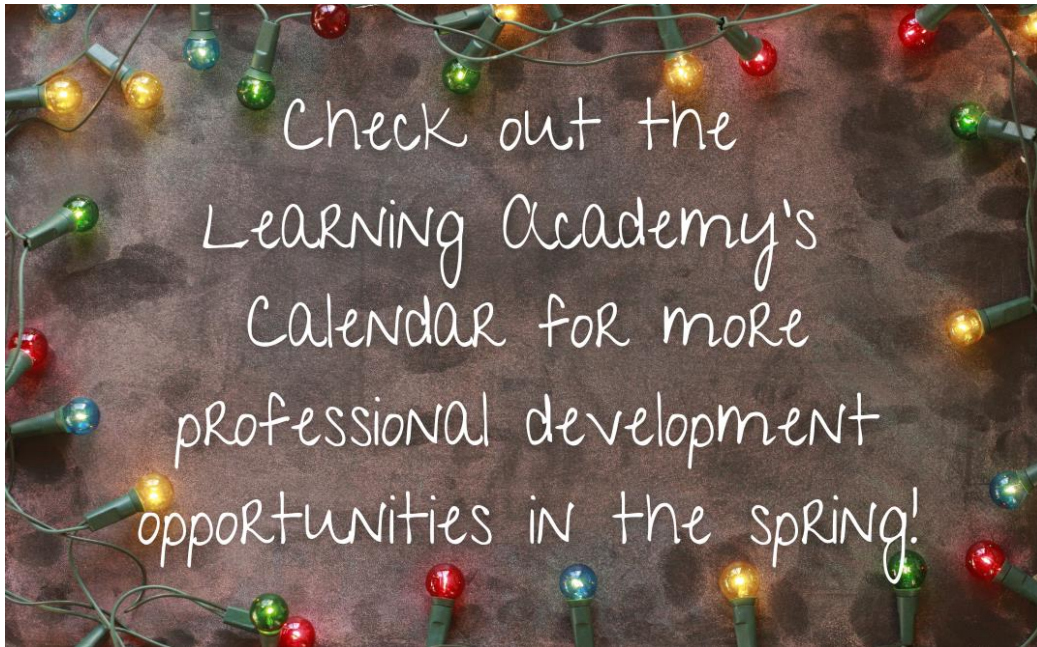
---

---

## **Professional Development Opportunities**

---





Time: 11 a.m.-12 p.m.

**Online sessions:**

Dates: December 2 & 9

**In-person sessions:**

Dates: December 1 & 8

Location: Lindenwood Learning Academy, LARC 010

Bring your own lunch (or brunch!) and learn more about the Graduate Attributes during these virtual or in-person workshops! On multiple Thursdays and Fridays in the fall semester, we will overview the Graduate Attributes, alignment in courses and programs, and assessment using signature assignments. Come to one or all and bring your ideas and questions as we workshop our way to the new Graduate Attributes!

**REGISTER**

## Financial Wellness: Rules of the Road

Date: December 8

Time: 12-1 p.m.

Location: Online



This seminar explores how you can move toward your financial goals with Edward Jones' 10 Rules of the Road to Investing. These rules will help you learn the fundamental concepts of investing and potential strategies to help you build wealth.

**REGISTER**

---

## Joint Staff Administrators 1 & 2 Meeting

Date: December 13

Time: 10-11 a.m.

Location: Lindenwood Learning Academy, LARC 009

President Porter will discuss business strategy and how it can be applied in your role as a mid-level manager. Specifically, Dr. Porter will discuss assessing future initiatives including how to determine if an opportunity will be profitable into the future. This is an in person only event.

**This is a meeting for AVPs and Directors.**

**REGISTER**

---

## Gratitude Month in the Bursar's & Student Financial Services Offices

**Q2 Champions**, Felicia Brown and Rebecca Tungate, hosted November as their month of gratitude in the Bursar's and Student Financial Services Offices. They had a pumpkin dedicated for students and one for employees to write out messages of thankfulness and positivity to share with those around them. What a great project idea!



---

## Interlocking Components: Q2 Refresher



As the fall semester winds down and preparations are made for the 2022 holiday season, the Lindenwood Learning Academy encourages every employee to think about their Q2 training and review its components to ensure you and your department are considering the service excellence focus of "**Every Student Counts**" as you move forward into the new year and the final semester of the academic year.

### What are the components of Q2?

**People** – Perhaps the premier component in an increasingly digital-driven world, the most important touchpoint of service excellence, is each of you. As you interact with students and each other, either in the digital sphere or in person, **authenticity matters**. The extent to which you genuinely care for colleagues and students can make or break the relationship and the level of service excellence attained within the university (Disney Institute, 2018).



**Place** – Think about your desk, the area surrounding your desk, and public spaces of your offices where you interact with people. Your space can send both positive and negative signals. Your place, if set up strategically, can naturally encourage the delivery of service excellence (Disney Institute, 2018).

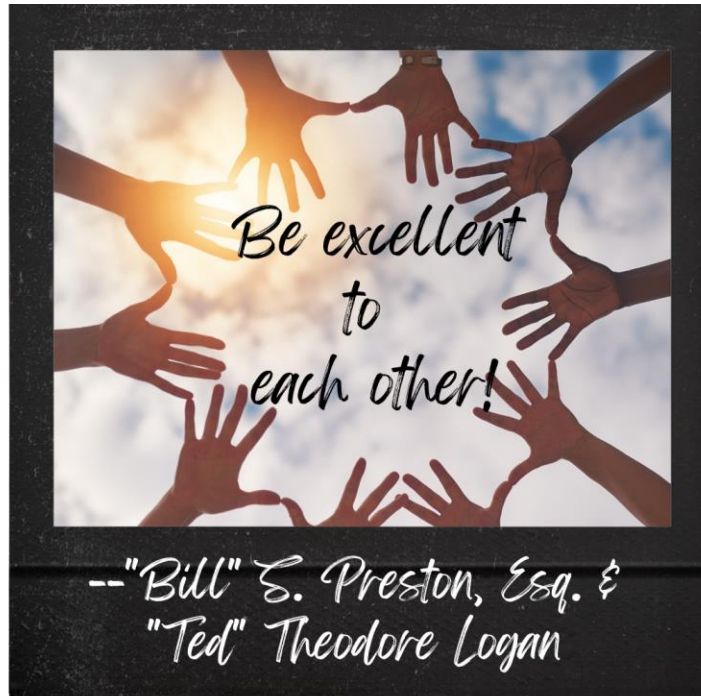
**Process** – Processes are important and they give you the ability to serve both the external (students, alumni, and community members) and internal (colleagues) constituents. Examine your processes to ensure they are necessary and easily accessible and understood by the end user. Excellent internal service will naturally translate to excellent external service (Disney Institute, 2018). Processes that adversely affect student and/or colleague experiences will damage the relationships and erode the University's ability to compete (Disney Institute, 2018).



**Technology** - The digital workplace experience has become critical to the student and colleague experience. Since this is the sphere where many are increasingly spending most of their time, the digital workplace needs to be built with a positive experience and engagement in mind. This means service excellence should be a critical component in the digital landscape.

As the fall semester winds down and we begin to think about the holidays and the upcoming spring semester, be sure to critically think about these four interlocking components and how they fit into your service excellence picture. Remember that the people component is critical. Continue to look out for one another, lend a hand when you can, and inspire others by example. A [Q2 Moment](#) submission is an excellent way to recognize those around you and inspire others!

---



---

**Visit our Website**

**Lindenwood Learning Academy**

LARC 009  
209 S. Kingshighway  
St. Charles, MO 63301  
636-949-4408



Lindenwood University | 209 S Kingshighway St, Saint Charles, MO 63301

[Unsubscribe phuffman@lindenwood.edu](mailto:unsubscribe_phuffman@lindenwood.edu)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by [learningacademy@lindenwood.edu](mailto:learningacademy@lindenwood.edu) in collaboration with