

LINDENWOOD

UNIVERSITY

DIGEST

EMPLOYEE NEWSLETTER

Today's Headlines

August 20, 2019

Join The Lindenwell Program

Welcome back to campus and welcome, new employees! We hope everyone had a great summer.

As we kick off this new year, Human Resources would like to remind you all about Lindenwood University's FREE wellness program, LindenWell! Within LindenWell, we create monthly health and wellness changes, provide the information/tools needed for each challenge, and also hold different events/speakers throughout the year!

If you are interested, or know someone who might be, email mgove@lindenwood.edu for more information AND to be added on the LW email distribution list, to which we send ALL of our information regarding wellness. Along with that, you can check out the Lindenwell [site](#) to gather more information as well.

LINDENWELL

WHAT IS WELLNESS?

LINDENWELL PROGRAM

LINDENWELL CHALLENGES

INCENTIVES PROGRAM

LINDENWELL IDEA BOX

INTERACTIVE HEALTH

RESOURCES

Update Your Email Signature

The new version of the Lindenwood University email signature is available. Please update your signature at the following [link](#). In keeping with the university's current brand refresh project, the new signature incorporates a revised logo and has a cleaner presentation

JANE DOE
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Thank you to our early adopters for testing the new email signatures.

Enhancements and a few additional options have been incorporated based upon your feedback. If you generated and applied an email signature on or before August 14 at 1 p.m., please [redo](#) the process to utilize the latest versions.

Please note: You must use Google Chrome as your browser when using this generator or else you may experience presentation issues when copying the email signature into your email client.

To maintain consistency with brand guidelines, please DO NOT alter your email signature by removing items such as the logo, or changing the font/color within the signature.

Commuter Club Seeking New Advisor

The Commuter Club is seeking a new advisor on campus. This advisor would support the student leaders with planning events and serve as an advocate for all commuters (currently a population of around 1,000 students). If you are interested in being the advisor, please contact Molly Tiemeyer at MT594@lindenwood.edu.

An Evening with Jon Dorenbos - Magic, Comedy, and Inspiration



To welcome back faculty and staff, the Scheidegger Center will be offering a 50% discount for all tickets to *An Evening with Jon Dorenbos – Magic, Comedy, and Inspiration*. Jon is a former NFL long-snapper, comedian, magician, and keynote speaker whose performance is truly one-of-a-kind. As he weaves his inspirational story with world-class magic, his energy is contagious and his passion for life is

infectious. Jon placed third on NBC's hit TV show *America's Got Talent* and is a regular on *The Ellen Degeneres Show*. He was honored to compete on *America's Got Talent: The Champions Edition*, and his finish in the finals established him as one of the top 10 acts in the world.

With the discount, tickets will be available for as low as \$19.75! To secure your tickets, visit the box office inside the J. Scheidegger Center for the Arts or call the box office at 636-949-4433. Help us kick off the new season, and academic year, with Jon Dorenbos!

Hammond Institute Presents Dr. Walter E. Williams the Weekend of September 13 & 14



General admission tickets are on sale to see [Dr. Walter E. Williams](#) the evening of Friday, Sept. 13 at the [J. Scheidegger Center for the Arts](#). The subject of his presentation will be *Is the Constitution Still Relevant?* [Williams](#), a renowned economist, is a professor of economics at [George Mason University](#). He is also a widely published author and syndicated columnist, and a global speaker. His syndicated columnist and a regular feature in [Mid Rivers Newsmagazine and West Newsmagazine](#). This presentation is part of the [H. F. Langenberg Memorial Speaker Series](#).

The Hammond Institute will also host an intimate fundraising dinner with Williams the evening of Saturday, Sept. 14, at the [Grand Opera House](#), 311 N. Main Street, in St. Charles. Proceeds will benefit the Hammond Institute's student-centric [Free Enterprise Academy](#). For more information, please visit The Hammond Institute [online](#) or call the Scheidegger Box Office at 636-949-4433 for Friday night tickets. For fundraising event details and sponsorships, please contact Matt Adams via email at MAAdams@lindenwood.edu or call 636-949-4835.

Safe Zone Training Available - Aug. 21 & 22

Learning Academy

LINDENWOOD UNIVERSITY

PRESENTS



Safe Zone is an interactive session that focuses on LGBTQ+ sexuality, identities, and gender. Participants will be given an opportunity to examine their own assumptions and privilege.

August 21 & 22, 2019
10:00 am—11:50 am
Hyland Arena, VIP Room

Register at: <https://training.lindenwood.edu/>

Personal Training and Group Exercises Available

Fall 2019 Group Exercise Schedule

Fall 2019 Group Exercise Schedule

Classes Begin: September 3, 2019

MON	TUE	WED	THU	FRI
ZUMBA 12:00 P.M.	H.I.I.T. CAMP 12:30 P.M.	SPIN 12:30 P.M.	H.I.I.T. CAMP 12:30 P.M.	All Level's Yoga 12:00 P.M.
All Level's Yoga 5:00 P.M.	Self Defense 6:00 P.M.	Power Yoga 5:00 P.M.	Meditation Class 5:00 P.M.	
Cardio Kickboxing 7:00 P.M.	Turbo Kick 7:00 P.M.	Zumba 7:00 P.M.	Intermediate Yoga 7:00 P.M.	
X-FIT 8:00 P.M.	Zumba 8:00 P.M.	X-FIT 8:00 P.M.	X-Fit 8:00 P.M.	

Like us on Facebook.com/LindenwoodCampusRec • location: Evans Commons Rec Center

Make sure to check out the Fall 2019 Group Exercise Schedule. Classes begin Sept. 3.

Fall 2019 Personal Training



All sign ups will occur in the Evans Commons Rec Center beginning at 6:00 A.M. Spots fill up quickly so make sure to arrive early. Each participant will get 2 (1 hour) training spots per week.

PERSONAL TRAINING

1ST SESSION | SIGNUPS: Aug. 26
TRAINING: Sep. 3 - Oct. 18

2ND SESSION | SIGNUPS: Oct. 14
TRAINING: Oct. 21 - Dec. 6

CAMPUS RECREATION

Facebook: /LindenwoodCampusRec
Twitter: /LindenRec

Sign-ups for Campus Rec Personal Training Session 1 are Aug. 26 beginning at 6:00 a.m. Make sure to arrive at the Rec Center early, as spots fill up fast. Free personal training is open to current students, faculty, and staff.

Tuition Grant Notice



PROCESS IMPROVEMENT TUITION GRANT AND EMPLOYEE TAXATION

Human Resources and Student Financial Services have partnered together to improve the process for requesting the tuition grants for employees and their dependents and for ensuring proper taxation of employee paychecks. Employees will now complete a tuition grant request through Workday. Completed forms will go to HR to confirm eligibility then to Student Financial Services to be processed.

So what is new?

- Forms can be completed in Workday!
- Tuition grant forms must be completed every term
- Any schedule changes (Add/Drop/Withdrawl) will require a new request to be submitted

The additional information requested in the online form is necessary to ensure employees are taxed properly. Should you have any questions related to grant funds, please email Student Financial Services, Lis Ziegenfuss, at Lziegenfuss@lindenwood.edu. Questions related to the taxation of tuition grants, please email Monica Seiter at mseiter@lindenwood.edu.

For a guide on how to request a tuition grant in Workday, [Click Here](#).

Library Services Hours

LIBRARY SERVICES' HOURS

Sunday:	2:00 p.m. - Midnight
Monday:	7:30 p.m. - Midnight
Tuesday:	7:30 p.m. - Midnight
Wednesday:	7:30 p.m. - Midnight
Thursday:	7:30 p.m. - Midnight
Friday:	7:30 p.m. - 5:00 p.m.
Saturday:	9:30 p.m. - 6:00 p.m.

LIBRARY HOURS ARE SUBJECT TO CHANGE DUE TO HOLIDAYS AND ACADEMIC BREAKS

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Labor Day Weekend Hours
Friday Aug 30 - Monday Sept 2

Friday Aug 30	7:30 a.m. - 5 p.m.
Saturday Aug 31	9:30 a.m. - 3 p.m.
Sunday Sept 1	2 p.m. - 6 p.m.
Monday Sept 2	Closed

Upcoming Events and Deadlines

- August 19-23 - [Faculty Workshops](#)
-
- August 22 - New Student Orientation in the Scheidegger Center's Lindenwood Theater from 9 to 9:45 a.m. This will be a great opportunity for

staff and faculty to show their collective support for the incoming class of 2023.

- August 26 - Classes begin
-

- August 26 - 2019-2020 General Assembly Meeting, Harmon Hall, Dunseth Auditorium, 4-5 p.m. [RSVP](#)
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- August 27 - American red Cross Blood Drive, Evans Commons Multipurpose Court, 12-5 p.m. [RSVP](#)
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- August 28 - Involvapalooza, Evans Commons lawn, 3-5 p.m.
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- September 5 – Fall All-Staff Meeting, Scheidegger Center's Lindenwood Theater, 2:30-4 p.m. Staff members are encouraged to attend. A catered reception in the lobby will follow.
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- September 5 - Lindenwood [Art and Design Faculty Exhibition](#) Opening Reception and Gallery Talk, Boyle Family Gallery, 6-8 p.m.
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- September 6 - [Jon Dorenbos](#) - Magic, Comedy, & Inspiration, Lindenwood Theater, 8 p.m.
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- September 14 - [Jay Leno](#), Lindenwood Theater, 8 p.m.
-

- September 21 - [Family Day](#), for more information, email rheuermann@lindenwood.edu

[See the full list of upcoming events](#)

Submit Information to the Digest

To have your listing appear in the Digest, email your submission to LUDigest@lindenwood.edu by noon on the day prior to send-out. The Digest is sent every Tuesday and Friday morning during the term and on Fridays during break. Information submitted past the deadline may not be included in that edition but will appear in the following one. Please note, all entries to the Digest are subject to editing prior to running.

209 S. Kingshighway
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