

LINDENWOOD  
UNIVERSITY  

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DIGEST  
EMPLOYEE NEWSLETTER

Today's Headlines

October 15, 2019

## Certificate in Culturally Responsive Assessment Now Available for Employees

Lindenwood University has launched a new Certificate in Culturally Responsive Assessment for faculty and staff. The certificate, which launched Oct. 1, is a new professional development opportunity for Lindenwood faculty and staff and incorporates existing development opportunities, such as the Diversity, Equity and Inclusion Book Club; Safe Zone Training; and Implicit Bias Training, combined with a new menu of focused workshops about culturally responsive assessment. [Continue reading.](#)

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## TIAA on Campus

Lindenwood University employees may schedule an appointment to meet with a TIAA financial consultant on campus. No matter where you are in life—just getting started or planning for retirement—a session with Lara Mayhew can help you create a unique plan for your goals. And, it's at no additional cost as a part of your retirement plan. Lara will be at Lindenwood on Oct. 21, 2019, from 9 a.m. to 4 p.m. in the Stumberg Hall Human Resources conference room.

Please see the [flier](#) for instructions on how to book a session.

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## Ghost Stories

Thanks to a generous grant from the Alpha Chi National Honor Society, the School of Humanities and MFA in Writing program are co-hosting a Flash Forms Festival—an evening of storytelling as part of Dark Carnival.



For this inaugural event, the theme will be ghosts. This theme fits Dark Carnival, and it fits stories—as stories haunt us and tell what haunts us.

The event will take place on Wednesday, Oct. 23, from 7 p.m. to 8:30 p.m. in McCluer Hall Lounge. Come in costume if you dare, and of course, there will be treats!

Help us spread the word and bring friends!

For more information, contact Dr. Justine Pas, [jpas@lindenwood.edu](mailto:jpas@lindenwood.edu).

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## Attention all Veterans: Veterans Day Luncheon - RSVP!



A Veterans Day luncheon will be held Monday, Nov. 11, 2019, from 12 to 1 p.m. In the Hyland Arena VIP Room

Come join us for a casual luncheon while we celebrate our students, faculty, adjuncts, and staff veterans!

A slideshow will be playing to recognize all Lindenwood veterans, so please send us a photo (even if you may not be able to attend) along with your branch of the military and years of service.

To RSVP and to send photos, please email [agoellner@lindenwood.edu](mailto:agoellner@lindenwood.edu).



# MOMENTS

Today's Q2 Moment recognizes Cheryl Delaporta from Fiscal Affairs. Someone with whom Cheryl works submitted this:

"I received an invoice from a vendor for unpaid charges from over two years ago. As the charges predated my time at LU, I called Cheryl for help. Cheryl took one look and immediately knew the discrepancy was because the company had charged us sales tax. She then offered to call them for me and set everything straight. Cheryl's expertise answered my question, but her offer to resolve the situation herself went above and beyond and showcased her commitment to Q2 service."

Cheryl, we are so fortunate to have you and your team supporting our purchasers. Finances are never easy, and you always go above and beyond to make sure all our units have the support they need to succeed. Thank you!

-Q2 Team

[Submit your own Q2 Moment here!](#)

The Q2 Detective Force is also pleased to report the Mystery Man from the October 4 Q2 Moment has been identified. After a joint investigation by the Q2 Team and the School of Health Sciences, Mark Liston has confessed to being the courteous QT patron. During the investigation, one of Mark's colleagues explained, "It doesn't surprise me at all. He was the first one I contacted. Mark always goes out of his way to help people."

Mark, thank you for being who you are. The kindness you show others is contagious, and we appreciate the positivity you bring to the university and your community.



Process Improvement

Self-Evaluation Dashboard

Did you know that Lindenwood has a new CV, Promotion in Rank (PIR), and Corrective Action Plan (CAP) management tool to accompany the Performance Evaluation portal? Now, when you click on the ***Self-Evaluation Dashboard in Workday's Useful Links*** you will see one of the following dashboard depending on your employee type. The CV Manager can integrate information and artifacts in your performance evaluation portal; faculty will use the PIR functionality when applying for promotion, and supervisors will have access to the CAP manager. [Log in](#) now to check out the new tools that are available to you!

[Click Here for Step 1](#)

[Click Here for Step 2](#)

In addition to the new dashboard, did you know you can access your performance evaluation report in in [Workday](#). Just access your employee profile and follow the steps below.

[Click Here for Step 3](#)

[Click Here for Step 4](#)



## **Faculty Development Needs and Faculty Council Priorities Survey**

The Learning Academy and Faculty Council are seeking your input to help determine priorities for this year. If you haven't yet completed the survey, please take a few minutes to share your perspective on or before Oct. 16. [Access the survey.](#)

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## **Transferable Skills Resume Workshop**

The School of Humanities is hosting a Transferable Skills Resume Workshop on Wednesday, Oct. 16, from 12 to 1 p.m. in McCluer Hall Lounge. The workshop is presented by Dr. Kathi Vosevich, dean of the School of Humanities. As the former lead writer at Microsoft and a former executive at Sprint, Vosevich is excited to share her industry knowledge with students, faculty, and staff. Please consider joining the School of Humanities for this fun and educational workshop.

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## Student Engagement Professional Learning Community Meeting

### Implicit Bias Training

Dr. Shane Williamson and Kelly Moyich will lead an interactive workshop designed to define implicit bias, demonstrate common forms of implicit bias and the potential impact on the university community, provide resources on campus, and allow participant to examine their own assumptions and privilege. [Click here](#) to register.

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### Workshop for Faculty: Tutor.com

Tutor.com has replaced Smarthinking as the online tutoring solution at Lindenwood! The Learning Academy is offering training for faculty about this new resource on Oct. 17 at 9 a.m. Instructors have the ability to refer their students to this service and can view which students have accessed online tutoring.

This training will be provided through Tutor.com and is an opportunity to learn how this service can help instructors ad their students. For more information about this training or online tutoring, please contact Ryan Yarber at [RYarber@lindenwood.edu](mailto:RYarber@lindenwood.edu). [Click here](#) to register.

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### Upcoming Learning Academy Events: [Click Here to Register](#)

Service Learning: Course Design Strategies: Oct. 21 from 3 to 4:30 p.m., LARC (Rm. 09)

Student Research Panel Discussion: Oct. 22 from 3 to 4 p.m., LARC (Rm. 09)

Using Socially Just Assessment to Inform Institutional Policies: Oct. 23 from 1 to 3 p.m., Harmon Hall (Rm. 233)

### Volunteer Opportunities and Sign-ups

- Dec. 13 - Commencement, 7 p.m. Earn a \$100 stipend and cheer on our graduates. RSVP to [CHannar@lindenwood.edu](mailto:CHannar@lindenwood.edu) by Nov 1.
  - Dec. 14 - Commencement, 10 a.m. Earn a \$100 stipend and cheer on our graduates. RSVP to [CHannar@lindenwood.edu](mailto:CHannar@lindenwood.edu) by Nov 1.
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## Upcoming Events and Deadlines

- Oct 7 - Nov. 8 - Kaja Renkas and International Poster Design Exhibition, The Boyle Family Gallery. A Gallery Talk will be held Oct. 24 from 6 to 8 p.m.

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- Oct. 15 - Latino Students and Employees Mix and Mingle, Evans Commons 3110 (CDI), 3:00 p.m. - 4:00 p.m.

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- Oct 16 - The Public Health Student Association and the School of Health Sciences will host an event to discuss gun violence in St. Louis, Dunseth Auditorium (Harmon Hall), 7-8 p.m.

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- Oct. 16 - Implicit Bias Training, Evans Commons, 3020, 9-11 a.m., [RSVP](#)

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- Oct. 18 - Financial Fitness for Life Workshop, Dunseth Auditorium (Harmon Hall), 9 a.m. - 2 p.m. [Get more information](#), [RSVP](#) by Oct. 11.

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- Oct. 21 - Training Workshop: Service Learning Course Design Strategies, 3-4:30 p.m. [Pre-register](#). For additional information, email [jturner@lindenwood.edu](mailto:jturner@lindenwood.edu)

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- Oct. 23 - [Dark Carnival](#), 6-1p p.m., Lindenwood's historic campus near the clock tower, For more information, email [LUDarkCarnival@Lindenwood.edu](mailto:LUDarkCarnival@Lindenwood.edu)

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- Oct. 25 - Nick of Time Players Improv Show, Lindenwood's Improve Troupe, and Halloween Improv Show, 7 p.m. at the Lindenwood Cultural Center. Admission is free.

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- Oct. 25 - Financial Fitness for Life Workshop, Alice E. Ackermann Welcome Center, Belleville Campus, 9 a.m. - 2 p.m. [Get More Information](#), [RSVP](#) by Oct. 18.
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- Nov. 5 - [Discover Your Network](#), Anheuser-Busch Leadership Room at the Spellmann Center, 6-8 p.m., [RSVP](#)
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- Nov 8 - Lindenwood Learning Academy Faculty Fellowship applications are due. Applications may be found in Workday. Questions may be directed to [LearningAcademy@lindenwood.edu](mailto:LearningAcademy@lindenwood.edu) or [emann@lindenwood.edu](mailto:emann@lindenwood.edu)
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- Nov. 8 - Memorial service for Dr. Greg Anderson, 3 p.m., Lindenwood University Cultural Center
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[See the full list of upcoming events](#)

## Submit Information to the Digest

To have your listing appear in the Digest, please fill out the [Project Request Form](#) (be sure to choose "Communications and Public Relations" for type of request) 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. Entries are only subject to run once, but may be ran twice depending on volume of material submitted that week. Please note, all entries to the Digest are subject to editing prior to running. [Get more information.](#)

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