

# LINDENWOOD

UNIVERSITY

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## DIGEST

EMPLOYEE NEWSLETTER

Today's Headlines

March 27, 2020

### A Message From President John R. Porter

As this week draws to a close, I think it is helpful to reflect on what has transpired. It is sometimes hard to believe that in a little under three weeks, we have gone from planning for the return of our students from Spring Break to this complete shift in the way we work, teach, and learn. We have made great strides in a short period of time. It is safe to say we have not seen circumstances like these in our lifetimes. In its nearly 200-year history, Lindenwood University has endured through the Civil War, two World Wars, the Great Depression, and even a global pandemic.



In October of 1918, the state of Missouri quarantined the entire campus and its 287 students for three weeks during the influenza epidemic, which killed millions worldwide.

Sixty of those students took ill, but none died, in part because of the actions taken on campus to contain the virus. We see that same spirit of cooperation and drive during the current crisis. We are wholly committed to doing everything we can to safeguard the health and safety of our students, faculty, and staff, as well as the surrounding community, and we are equally committed to providing the best instruction possible.

Even now, we still have a lot to celebrate. We recently received word that our online supply chain management and MBA programs for small business were ranked among the best in the country by different organizations, and one of our own, alumnus Pierre Desir of the NFL, donated 20,000 meals to a St. Louis-area food bank to help those in need. That is what Lions do—step up when times are hard.

We have shown what we can do when we work together, and as a community, we will get through this. I look forward to having our students, faculty, and staff back on campus—classrooms full, sports teams on the fields, performers on the stage, and students lounging in the swings on the quad.

For now, please be safe. We will see you soon. **#LionsUnited**

Sincerely,

A handwritten signature in black ink that reads "John R. Porter". The signature is written in a cursive style with a large, looped initial "J".

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### **Virtual Events Category Created for Lindenwood Website**

A new category has been added to the events module on the Lindenwood University website called “Virtual Events.” As Lindenwood faculty and staff create events and services that can be accessed online by the Lindenwood community, this location can act as a central hub to which constituents can be directed to find and access them.

[View Virtual Events](#)

Please send any applicable posts via the online Marketing and Communications [Project request form](#).

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### **IT Helpdesk Transitions to 24x7 Support Model**

Lindenwood IT transitions to 24x7 helpdesk support starting March 27, 2020. To better meet the needs of the Lindenwood University community, the [Lindenwood IT Helpdesk](#) now operates 24 hours a day, 7 days a week to provide technical support for Lindenwood University students, faculty, and staff. For technical support or technology questions, please contact the IT Helpdesk at (636) 255-5100, [helpdesk@lindenwood.edu](mailto:helpdesk@lindenwood.edu), or via online chat on the [Lindenwood IT web page](#).

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## **Lindenwood Online Assistance**

The Office of Lindenwood Online is here to provide support to all faculty and adjuncts as they move their classes to a virtual modality. For assistance, please email [HelpDesk@lindenwood.edu](mailto:HelpDesk@lindenwood.edu).

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## **Travel Cancellation Procedures due to COVID-19**

With the rapidly changing events and spread of the COVID-19 virus, there have been many conference/travel suspensions and cancellations, which are affecting Lindenwood university personnel.

This applies whether you have a university-issued expense card or have simply submitted an expense report, spend authorization, or cash advance where Lindenwood has reimbursed you or any vendor/supplier. Please direct questions to [Cheryl Delaporta](#) regarding how to proceed with related-finance questions.

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## **Library Services Adds Many More Resources in Response to COVID-19**

Due to COVID-19, traditional hardcopy research materials have become unavailable. To offset this, Library Services has dramatically increased the availability of database and eBook resources that can be accessed remotely.

This includes an additional 24,000 digital books to the 350,000 the library already has, as well as expanded access to JSTOR.

For additional information on expanded access to electronic resources, please consult the Library Services [Continuity of Service Libguide](#), under the Faculty Resources tab.

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## **Microsoft Teams Now Available on All Systems**

Lindenwood University recommends the use of Microsoft Teams as a collaboration platform for conducting chat, audio, and video conferencing with the faculty, staff, and student community. While Microsoft Teams is always available via a web browser at <http://teams.microsoft.com>, Lindenwood IT has pushed out the Microsoft Teams desktop application to all university personally assigned university devices, such as laptops and desktops, that are on the Lindenwood network. Users should expect to see a Microsoft Teams icon appear on their

desktop after the installation completes and the Teams application will also launch.

## Campus News

### School of Education - ARCC Team



The SOE-ARCC (Advising, Retention, and Certification Center) team would like everyone to know they are available if they or their students have questions or concerns. ["Always, here, Always ARCC'ng"](#)

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### Alumni Award Nominations

Alumni Relations is excited to continue a long-standing tradition of presenting awards to Lindenwood alumni based on their dedication to Lindenwood and the community. All nominations will be reviewed by a committee, and recipients will be honored at the 2020 Reunion & Homecoming Weekend. This year, there are three awards: Alumni Merit Award, Alumni Service Award, and Young Alumni Award. All students, staff, faculty, and alumni are able to nominate alumni. The deadline to nominate an alumnus is April 30, 2020. [Click here](#) for the nomination form. All questions can be sent to Rachael Heuermann at [rheuermann@lindenwood.edu](mailto:rheuermann@lindenwood.edu) or to 636-949-4964.

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### President's Ambassador Application Deadline Extended

The application deadline for the 2020-21 President's Ambassador Program has been extended to Tuesday, March 31 to account for the disruptions to schedules due to COVID-19.

If you know a student interested in applying, please ask the students to fill out [this application](#). If the student has already filled out the paper application and is not able to send it via email, please click on the link above to fill out the electronic version. Applications may also scan and email the paper application.



Please send letters of recommendation to Nicole Sullivan at [nsullivan@lindenwood.edu](mailto:nsullivan@lindenwood.edu). If you have any questions, please feel free to contact Nicole at 636-949-4900. Thank you, and stay healthy!

## Upcoming Events and Deadlines

All events have been cancelled until further notice.

## 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 run 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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209 S. Kingshighway  
St. Charles, MO 63301

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