

[Link to view in browser](#)



Today's Headlines

December 11, 2018

Campus Mailroom Hours – Winter Break

The St. Charles campus mailroom will be closed Saturday, December 22 through Tuesday, January 1 for winter break. However, limited mail services will be provided on Thursday, December 27 (dock and mailroom open 9 a.m. – 2 p.m.) and Saturday, December 29 (dock accepting incoming deliveries 9 a.m.-2 p.m., no campus mail delivery). Normal business functions and hours will resume Wednesday, January 2 at 8 a.m. Please contact the mailroom at 627-2501 with any questions.

Thank You, Lindenwood!

Over the past month, the LindenWell program has been collecting non-perishable food items and working with the St. Louis Area Foodbank to donate! We want to take a second to show how proud we are as we all came together and collected 1,281 pounds of food. In that, we were able to provide 1,046 meals to those in need in the St. Louis Area. [Thank you, Lindenwood](#), for coming together to lend a hand. We are so incredibly thankful!

We hope you all have an awesome week, good luck with finals!!

Love,
The LindenWell Team

Hammond Institute Welcomes Dan Thornton as Senior Research Fellow



Congratulations to [Daniel L. Thornton, Ph.D.](#), formerly with the Federal Reserve Bank of St. Louis and owner of D.L. Thornton Economics consulting services, for recently joining the Hammond Institute for Free Enterprise in the capacity of [Senior Research Fellow](#). According to Dr. Rik Hafer, Director of the Center for Economics and the Environment (CEE), the Hammond Institute is very fortunate to have Dr. Thornton on board.

“Dan’s work in the area of monetary policy and financial markets is well known across the profession,” said Hafer. “His breadth of experience while at the St. Louis Fed makes him an excellent addition to our current group of research fellows. His knowledge and insight greatly enhances the CEE’s coverage of policy topics and issues.”

For more information, visit www.Hammond.Institute or call 636-627-2915.

First Lindenwood Finance Competition Ends with \$1,200 Winners



The America Group, a St. Louis area finance firm, funded the first-ever Lindenwood University Finance Competition and awarded prize money to three groups of students who competed for the top prize of \$1,200 cash.

Pictured (l-r) are Plaster School of Business and Entrepreneurship Dean Roger Ellis, America Group representatives Aaron Stewart,

Ross Pfeifer and Jeffery Seeburger, student first place winners Josh Slezak and Jacob Wirick, and Provost Dr. Marilyn Abbott and Dr. Javeria Farooqi.

The America Group Gives LU DECA Team \$2,900



The America Group gave the Lindenwood University DECA team a contribution to assist them with competition at the national, state and international competitions in the 2018-2019 school year.

Pictured (l-r) are Plaster School of Business and Entrepreneurship Dean Roger Ellis, America Group representatives Aaron Stewart, Ross

Pfeifer and Jeffery Seeburger, DECA Vice President Carli Gogol and DECA advisor Craig Felzien.

Previously in The Digest

Grade Pull from Canvas to Cams: Final Grades for Fall Semester

- The deadline to enter final grades in canvas or the faculty portal will be December 18 at 5 p.m. for fall full-length semester, second half, and late start courses. IT will pull the grades from canvas on December 19.
- Special grades (N, AF, AH, BH, or I) need to be entered via your faculty portal by the December 18 deadline. See [attachment](#) for instructions.
- The published (W) withdrawal deadlines for fall full-length courses was November 2 and November 26 for second half semester courses.
- Please refer to the [flow-chart](#) regarding the difference between a grade of (N) never attend and (AF) attendance failure.

Workday Tip

Tax season is almost here! Help save paper by opting to receive your W2's electronically. All it takes is 4 simple steps.

1. Log in to Workday and select the *pay worklet*
2. Under my statements, click *tax documents*
3. Click *edit* under the printing election
4. Select receive an *electronic copy of my year-end tax documents* and submit the changes!

Once W2's become available, employees will simply need to access Workday in order to view, print, or download their W2s. Belleville employees will need to opt-in for both companies listed.

Need help? Click [here](#)! Or feel free to contact the HR Office at ext. 2577.

International Student Welcome Bags

International student orientation begins Wednesday, Jan. 9 with most students arriving to campus on Tuesday, Jan. 8.

Since food service does not begin until the day after their arrival, the SASS office would like to create welcome bags consisting of small food and drink items.

If you would like to donate snack items, please contact Penny Bryant at pbryant@lindenwood.edu or drop off your items in the SASS office located in the LARC, suite 346 no later than Wednesday, Dec. 19. Thank you!

Food Service Hours for Winter Break

Please see the linked [flier](#) for food service hours over winter break.

SPECIAL LIBRARY HOURS FOR FINALS!
December 2 - December 13

Sunday	2:00 p.m. - 2:00 a.m.
Monday through Thursday	7:30 a.m. - 2:00 a.m.
Friday	7:30 a.m. - 8:00 p.m.
Saturday	9:30 a.m. - 10:00 p.m.

The Media Center and Gaming Lab will still close at midnight

F.I.N.A.L.S

WE'LL BE THERE FOR YOU



Evans Commons Rec Center & Third Floor Track Finals Week & Winter Break Hours

December 8-9	10:00 A.M.—10:00 P.M.
December 10-14	7:00 A.M.—9:00 P.M.
December 15-16	CLOSED
December 17-21	7:00 A.M.—7:00 P.M.
December 22-January 1	CLOSED
January 2-4	7:00 A.M.—7:00 P.M.
January 5-6	CLOSED
January 7-11	7:00 A.M.—7:00 P.M.
January 12	CLOSED
January 13	12:00 P.M.—10:00 P.M.



Free Tax Tool Available

With the legislative changes to our tax laws this year, many of you might be wondering how it will affect you when you file your 2018 taxes. For the curious and/or brave, the IRS created the “Paycheck Checkup” withholding calculator, <https://www.irs.gov/individuals/irs-withholding-calculator>, which you can use to forecast your income taxes for the year.

The IRS encourages everyone to use the Withholding Calculator to perform a quick “paycheck checkup.” This is even more important this year because of recent changes to the tax law for 2018. The calculator helps you identify your tax withholding to make sure you have the right amount of tax ...

You will need your most recent pay stubs from Workday (“Pay” worklet -> My Statements -> Payslips), and a copy of your 2017 Federal Income Tax return to complete the checkup.

The IRS recommends this for any and all employees, but particularly for the following:

- Two-income families
- People working two or more jobs, or who only work for part of the year
- People with children who claim credits or deductions, such as the Child Tax Credit
- People with older dependents, including children age 17 or older
- Anyone who itemized their deductions in 2017

The data entered is not saved, captured, or used in any way by the IRS, and will auto-delete once you are finished and exit the summary page. If your results indicate it would better serve your financial needs to adjust your personal tax withholdings, you can do so immediately in Workday ("Pay" worklet -> View/Update Elections -> Withholding Elections -> Update).

Student Research Conference Submissions Now Accepted

It is that time of year again, everyone: The [2019 Student Research Conference submission portal](#) is open and is accepting faculty recommendations and student submissions.

Students who are working on or who have completed original research papers or creative projects can be nominated by a faculty member to participate in the Student Research Conference. Students can either display a poster or give a presentation of their work at the conference. [Read more](#)

Recent Editions

- [The Digest Archive](#)
- [Belleville Digest Archive](#)

Events and Deadlines

- **Dec. 14:** Dissertation Defense - Rashida J. McKinley, 10 a.m., Roemer 310
- **Dec. 15:** MFA Reading, 7 p.m., LARC Theatre, Rm, 343
- **Dec. 17:** [Active Shooter 4E's Training](#). 9-noon
- **Dec. 20:** [Active Shooter 4E's Training](#), 1-4 p.m.

