



Nov. 22, 2016

Today's Headlines

With Sympathy: Bill Symes

We recently learned of the passing of retired Lindenwood professor Bill Symes.

There will be a memorial service Saturday, Nov. 26 at noon at the Second Baptist Church in Jefferson City, MO. In lieu of flowers, donations can be made to the American Heart Association.

IT Announcement – Workday System Scheduled Outage

Outage timeframe:

Wednesday, Nov. 23 at 6 p.m. – Saturday, Nov. 26 at noon

Saturday, Nov. 26 at 5 p.m. – Saturday, Nov. 26 at midnight

Workday will be unavailable during the Thanksgiving Holiday as we are implementing new functionality in our current Workday system. On Wednesday, Nov. 23, 2016, Lindenwood will begin performing an implementation to add Workday Student Recruiting and Admissions features to the Workday system. During the outage windows, all features of the Workday system, including time tracking, will be inaccessible via Internet Browsers and the Mobile App.

Access to all other IT services, including the website, network, wifi, Canvas, CAMS, the portals and email will be unaffected by this outage. The update to Workday will be completed by Saturday Nov. 26, 2016 at midnight. Employees that will be working during the outage windows will need to track their time manually and those hours will need to be entered into the Workday system by their manager when Workday is back in service. A brief window will be available on Saturday, Nov. 26, 2016 from noon to 5 p.m. to use

the Workday system for any employees that will need to track time. A reminder from Payroll is that all hourly employees must have their timecards submitted and approved by Monday, Nov. 28, 2016 at noon.

Questions or Assistance?

If you have any questions or require assistance, please contact the IT Help Desk at HelpDesk@lindenwood.edu or via the helpdesk phone **636-255-5100**.

Assessment Tip of the Week

The Assessment Committee has approved the implementation of a program to give "Assessment Champion" awards each year to deserving faculty and staff. Here are the key details: [Read more](#)

Home Basketball Games Over Thanksgiving Break

The Lindenwood men's and women's basketball teams will both have home games over Thanksgiving Break.

The women's team will have its home opener on Wednesday afternoon when it takes on Puerto Rico-Mayaguez at 2 p.m. at Hyland Arena. The game will start a stretch in which the Lady Lions are home for four of their next five games, including the conference openers in early December.

The men's basketball team will be home on Friday evening when it hosts Hannibal-LaGrange at 7 p.m. in Hyland Arena. The Lions are also starting a long stretch of home contests after they return from their Canadian road trip on Tuesday.

Admission to both games is free for all Lindenwood faculty and staff.

Dr. Richard Millett to Speak Nov. 29

The Center for International and Global Studies is sponsoring a talk by [Dr. Richard Millett](#) on Tuesday, Nov. 29 at 7 p.m. in Dunseth Auditorium in Harmon Hall. The topic of Dr. Millett's talk is "Is Democracy in Danger in Latin America?" Please encourage your students to attend the discussion about Latin America.

For further information regarding this CIGS event, please contact Ray Scupin at rscupin@lindenwood.edu.

Tickets Available for *A Christmas Carol* (STC)

Tickets are on sale now for Lindenwood's annual production of [A Christmas Carol](#), presented by the Theatre program.

This timeless classic follows the tale of Ebenezer Scrooge on a fantastic journey through time and space, forced to confront his past, present, and future through the aid of his spiritual guides.

Returning to the main stage Lindenwood Theater for 2016, *A Christmas Carol* is the perfect way to get into the Christmas spirit, and to reflect upon the true meaning of the holiday.

Lindenwood students, faculty, and staff receive two complimentary tickets to this wonderful production by calling the box office at 636-949-4433 or by stopping by the Scheidegger Center Monday - Friday, 9 a.m. – 5 p.m. Additional tickets range in price from \$10 - \$18.

Assigning Honors Grades in Canvas

This is just a reminder that now that we are using Canvas, there is a [new procedure for giving out honors credit](#)! Remember that honors credit in a regular course requires that the student receive an 'A' in the course itself (independently from the honors project). Only honors-only courses may give out 'BH' grades.

Thank you!
Rachel Douchant

Fall 2016 Fashion Show (STC)

The 2016 Lindenwood University Fall 2016 [Fashion Show](#) will be held Friday, Dec. 2 in the Emerson Black Box Theater. The high school fashion show is at noon with the Junior/Senior fashion show at 7 p.m. Please call the J. Scheidegger Center for the Arts box office at 636-949-4433 for tickets.

Gymnastics Fundraiser (STC)

Lindenwood Gymnastics is hosting a Polar Express themed [fundraising event](#) Dec 30 from 6-10 p.m. at GymQuarters Gymnastics in O'Fallon for ages 5-16.

We are also accepting children's clothing donations for Crisis Nursery. For more information, contact Jen Kesler at jkesler@lindenwood.edu.

Evans Commons Thanksgiving Hours

Please see the [Thanksgiving hours](#) for Evans Commons facilities.

Dining Hall Thanksgiving Hours

Please see the attached [Thanksgiving holiday hours](#) for dining facilities at the St. Charles campus from Pedestal Foods.

Barnes & Noble Bookstore Thanksgiving Hours (STC)

The Barnes & Noble Bookstore will be CLOSED on Thursday, Nov. 24, Friday, Nov. 25 and Saturday, Nov. 26 for the Thanksgiving holiday.

Belleville Campus Library Thanksgiving Hours (BV)

The Belleville Campus Library will have the following hours over Thanksgiving break:

Thursday, November 24: CLOSED
Friday, November 25: CLOSED
Saturday, November 26: noon – 5 p.m.
Sunday, November 27: 2 – 10 p.m.

Butler Library Thanksgiving Break Hours (STC)



Exempt Staff Volunteers Needed for December 10, 2016 Commencement (STC)

It's that time of year again, Academic Services is seeking exempt staff members to volunteer to assist with December Commencement. It is an opportunity to earn a \$100 stipend and cheer on our graduates on this special occasion! This does not include staff that already have assigned duties each year such as the Academic Services, Maintenance, Housekeeping, or PR. Please email Christine Hannar at CHannar@lindenwood.edu by **Wednesday, Nov. 23, 2016** if you would like to volunteer.

Please indicate your first two job choices. You will need to arrive at the Family Arena between 8 a.m. and 8:30 a.m. on Dec.10.

- 10 positions for student check-in table – greeting students, giving them their name card and possible honors cords, directing them to the student line-up area
- 15 positions for student line-up area – greeting students, reviewing name card with line-up information and directing the students to their specific area, assisting graduate students with hoods
- 4 positions for faculty line-up – assisting faculty with lineup
- 6 positions for programs – greet guests and hand out programs
- 5 positions for VIP parking

Recent Editions

- [Nov. 18, 2016](#)
- [Nov. 15, 2016](#)
- [Nov. 11, 2016](#)
- [Nov. 8, 2016](#)
- [Nov. 4, 2016](#)

Events and Deadlines

- **Through Dec. 5:** [Young Artists and Their teachers](#)
- **Nov. 27:** [Christmas Walk from 4-7 p.m.](#)(STC)
- **Nov. 28-Dec. 2:** [Christmas on Campus](#) (BV)
- **Nov. 30:** Global Leadership Speaker Series: Scott Alberson, 11 a.m. in Dunseth Auditorium
- **Dec. 1:** [Graduating Student Day](#) (STC)

- **Dec. 1:** Barnes & Noble De-Stress Fest (11 a.m. – 2 p.m., Bookstore)
- **Dec. 1-3:** [A Christmas Carol](#) (STC)
- **Dec. 2-4:** [A Christmas Carol](#) (BV)
- **Dec. 2:** Dissertation Defense: Aedryan Nathanael Cox; 8 a.m., Roemer 201
- **Dec. 9:** Dissertation Defense: Kelly Ann Hantak; 9 a.m., Roemer 201