



Feb. 24, 2017

## Today's Headlines

### IT Announcement – Workday System Scheduled Outage

#### Workday outage timeframe:

Friday, March 10, 2017 at 8 p.m. – Wednesday, March 15, 2017 at 11:59 p.m.

Workday will be unavailable beginning March 10 at 8 p.m. to implement Workday Finance. **During the outage timeframe, all features of the Workday system, including time tracking, will be unavailable via all 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 Wednesday, March 15 at 11:59 p.m. **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. Note that all hourly employees must have their timecards submitted and approved for that timecard by Monday, March 20, 2017 at noon.**

We are sorry for the disruption in service during this implementation of the next feature in Workday.

#### Questions or Assistance?

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

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## **Guest Speakers to Debate Societal Notions of Masculinity**

Lindenwood University's Hammond Institute and Gender Studies Program are jointly presenting a program on society's notions of masculinity, featuring two leading intellectuals on the subject, at 6:30 p.m. March 1 in the Spellmann Campus Center's Anheuser-Busch Leadership Room on the university's St. Charles campus. [Read more](#)

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## **Lindenwood Speaker Series to Feature Retired FBI Profiler**

Retired FBI profiler and author Candice DeLong will speak in the Anheuser-Busch Leadership Room in Spellmann Center on March 7 at 7 p.m. See [the flyer](#) for more information, including a self-defense class earlier in the day,

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## **Ongoing Need for Volunteer Reviewers of our HLC Assurance Argument**

We had a great response to our request last week for volunteer HLC Assurance Argument reviewers but we could use additional reviewers. If you would like to get involved in this effort, please e-mail Marianne Peacock in the Office of Institutional Effectiveness at [MPeacock@lindenwood.edu](mailto:MPeacock@lindenwood.edu).

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## **Busy Weekend of Lindenwood Athletics**

Lindenwood sports fans will have numerous opportunities to cheer on the Lions this weekend.

The Lindenwood baseball team starts conference play with a three-game series at the Lou Brock Sports Complex. The Lions take on Missouri Southern at 3 p.m. on Friday, 1 p.m. on Saturday, and noon on Sunday.

The Lady Lions hockey team ends its regular season with a two-game series at the Lindenwood Ice Arena. Lindenwood looks to prevent Robert Morris from winning a conference title during a 6 p.m. game on Friday and 1 p.m. game on Saturday.

The Lindenwood men's volleyball team has a pair of conference games over the weekend at home. On Friday night, the Lions take on Ball State at 7 p.m., followed by a Saturday 7 p.m. contest against Fort Wayne.

One of the final games of the weekend will also be one of the biggest. The women's lacrosse team takes on the defending NCAA Division II National Champions, Florida Southern, at 11 a.m. at Hunter Stadium.

Admission for every NCAA sporting event this week is free for all Lindenwood faculty and staff.

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### **Barnes & Noble Bookstore Closure Alert**

Please note that the Barnes & Noble Bookstore on the St. Charles campus will be closed for their year-end-inventory on Saturday, March 4 beginning at 8 a.m.

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### **HLC Fact of the Week: “HLC Assumed Practices”**

As we prepare for our HLC comprehensive evaluation, we must not only demonstrate how we meet HLC’s [Criteria for Accreditation](#), we must also meet HLC’s [Assumed Practices](#). Assumed Practices are the shared, basic practices that are fundamental to institutions of higher education in the United States. It is **assumed** that institutions are following these core practices. [Read more](#)

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### **Student Research Conference--Student Submissions Now Accepted**

The fifth annual Student Research Conference (formerly the SRSE) is now accepting student applications for original scholarly or creative presentations. Any Lindenwood student is welcome to submit an abstract of their project to be considered for participation in the Conference. Students may propose scholarly or creative work for panel or poster presentations. Submissions are accepted at this link: <http://www.lindenwood.edu/academics/beyond-the-classroom/student-research/>

Submissions will continue to be accepted through Wednesday, March 22. Students will be notified of the status of their proposal by Monday, March 27. The fifth annual SRC will be held in the Spellmann Center on Wednesday, April 19, 2017.

Questions? Please contact [SRC@lindenwood.edu](mailto:SRC@lindenwood.edu).

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### **Dissertation Defenses**

#### **Doctoral Candidate: James Kent Drury**

Chairperson: Dr. John Henschke

Title: “Case Study: Exploring the Presence of Trust in One Suburban Christian School Climate”

Date: Friday April 28, 2017  
Time: 8 a.m.  
Place: Roemer 217

**Doctoral Candidate: Raymond S. Ciolek**

Chairperson: Dr. John Henschke  
Title: "A Mixed Method Study on the Missouri Beginning Teachers Assistance Program and Teacher Retention in Saint Louis School Districts"

Date: Friday April 28, 2017  
Time: 9 a.m.  
Place: Roemer 217

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**ACA 1095C Tax Forms Available in Workday!**

You may now download your 2016 1095C ACA Tax Forms by simply logging into Workday and following [these](#) instructions. Please contact Candace Terry for questions on 1095C forms only. Questions regarding all other tax forms should be directed to Monica Seiter in Payroll.

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**Electronic W2's Now Available in Workday**

Electronic versions of the 2016 W-2s are now available in Workday.

To access your forms, click on the 'Pay' worklet and choose My Tax Documents under the view menu.

Paper copies of the W-2s will be mailed to the home address on file.

If you have any questions, please reach out to the payroll office at 636-949-4971

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**Recent Editions**

- [Feb. 21, 2017](#)
- [Feb. 17, 2017](#)
- [Feb. 14, 2017](#)
- [Feb. 10, 2017](#)
- [Feb. 7, 2017](#)

## Events and Deadlines

- **Spring 2017:** [Academic Technology Services Workshops](#)
- **Feb. 23-25:** [Heathers the Musical](#)
- **Feb. 23-25:** [Urinetown](#) at Lindenwood Auditorium, 7:30 p.m.
- **Feb. 24:** [Open Forum to Review Criterion 1 of the HLC Assurance Argument, Belleville, 11:00 am and 12:00, L115](#)
- **Feb. 27:** [Free Personal Training Registration Begins](#)
- **Feb. 28:** [IRB Together – Research & Compliance at Lindenwood Series](#)
- **March 1:** [Mock Interviews at North County](#)
- **March 1:** [Camp Read-A-Lot registration for faculty and staff](#)
- **March 2:** [IRB Together – Research & Compliance at Lindenwood Series](#)
- **March 3:** Dissertation Defense: Sarah Turpin-Padberg “Effects of Teacher Preparation and Support on Retention” at 9 a.m. in Roemer 217
- **March 3-4:** [Urinetown](#) at Lindenwood Auditorium, 7:30 p.m.
- **March 25:** [Deadline for Commencement Regalia Orders](#)
- **March 31:** Dissertation Defense: Megan Zacheis “A Quantitative Exploration of Higher Education, Nontraditional Student Retention Demographics and Success Predictors at a Midwest Private University” at 9 a.m.in Roemer 217
- **April 19:** [Mock Interviews at Wentzville](#)
- **April 21:** Dissertation Defense: Allison Bearden, “Exploring the Congruency between Mission and Practice in a Pre-K–12, Midwestern, Christian School”, 9 a.m. in Roemer 217
- **May 10:** [Annual Assessment and Planning Summit](#), 9 a.m., A-B Leadership Room, Spellmann Center
- **May 10-12:** [Assessment Days](#)
- **June 15:** [Annual 5-column program assessment reports due](#)