



LINDENWOOD
UNIVERSITY

DIGEST

EMPLOYEE NEWSLETTER

August 17, 2022

CAMPUS-WIDE NEWS BROUGHT STRAIGHT TO YOUR INBOX.

GOOD MORNING

LINDENWOOD LIONS!

Student Involvement Open House

Faculty and staff are invited to the Student Involvement Open House September 1, 11 a.m. - 1 p.m. in Evans Commons, Suite 3040!

The Student Involvement Open House is in an chance to engage with our professional and student staff, learn about our mission and our goals as they relate to the University's strategic objectives, share the office's fall events schedule, communicate our many leadership

LATEST NEWS

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development opportunities, and more! Light refreshments and giveaways will be available while supplies last.



RSVP

Employees and their Families Needed for Research Study

Researchers in the Exercise and Performance Nutrition Laboratory at Lindenwood are recruiting healthy men and women ages 30 - 60 to complete a four-week research study that examines the impact of a dietary supplement on cognitive function, well-being, and mood. The study protocol requires four separate 60 minute laboratory visits in which participants will have their blood drawn and will complete several electronic questionnaires and cognitive tasks. There is no cost for participating and cash compensation will be provided. Participants must follow a prescribed pattern of supplementation and study visits, and regularly communicate with the research staff to maintain eligibility in the study.

More Information and Participant Sign Up

Student Involvement Resources

If you need equipment for an event you are hosting, submit the **Equipment Request Form** on Involve U three weeks in advance.

To Table for an event, organization, or department outside of the LARC, Evans Commons Dining Hall, or Spellmann Dining Hall can submit the **Tabling Request Form** three weeks in advance.

To promote your event, organization, or department, submit a flyer to the **Print Request Form** three weeks in advance from when you would like your flyer posted on the various bulletin boards and inside residence halls across campus.

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**HAVE A STORY YOU'D LIKE
TO SHARE OR AN EVENT
YOU'D LIKE TO PROMOTE?**

SUBMIT IT!



SUBMIT TO THE DIGEST

[Visit our website](#)

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 5 p.m. on Mondays. The Digest is sent every Wednesday. Submissions for the same story can be made every four weeks. All entries to the Digest are subject to editing prior to running.

[MORE INFORMATION](#)

Q2 MOMENTS

John Terris, Integrations Lead Information Technology Enterprise Systems

John received a request to enhance the Lindenwood email accounts so employee information would be more easily accessible (ability to find people, their departments, and their supervisors). John worked with Eric Mirscov to get a better report out of Workday that included more information for all employees. The work he did for this project brings very helpful information to the forefront of each employee's card in Outlook. The titles are correct, the departments are listed, the office space appears, along with the supervisor. Thank you, John, for the work you do every day!

[Submit Your Q2 Moment](#)

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LEARNING ACADEMY

RISE-Certified Instructor Program: Application Open Now!

The RISE-Certified Instructor Program is for adjunct instructors at Lindenwood University, and supports instructors' development in the RISE Project pillars: Rigor, Inclusiveness, Support, and Engagement.

The program can be completed asynchronously, and will involve five online training modules, mentorship cohorts, a teaching consultation, and an additional training related to the RISE framework. Participants will also be asked to complete a survey at the start of the program and at its completion.

Twenty instructors will be selected for the program (five from each College). Participants who successfully complete the program will receive \$500 compensation for their work. This is a great opportunity to enhance your teaching using the RISE pillars and connect with other faculty at Lindenwood.

Applications for the program are due Monday, August 29. If you have questions about the program, please contact Director of Faculty Development **Betsy Melick**.

[Apply](#)

Staff Administrators 1 Meeting

August 23, 10:45 - 11:45 a.m.

Lindenwood Learning Academy, LARC 009

Please join us to further develop leadership skills and strengthen our relationships as a

Staff Administrators 2 Meeting

August 24, 10:45 - 11:45 a.m.

Lindenwood Learning Academy, LARC 009

Please join us to further develop leadership skills and strengthen our relationships as a

team. The discussion topics will differ each month, but the premise of each meeting is to grow both professionally and personally as leaders. This is a meeting for AVPs.

[Register](#)

team. The discussion topics will differ each month, but the premise of each meeting is to grow both professionally and personally as leaders. This is a meeting for directors.

[Register](#)

Microsoft Teams in Canvas

August 22, 23, and 24, 10:30 - 11 a.m. and 2:30 - 3 p.m.

Virtual

MS Teams is replacing BBB inside of your Canvas Course. This training session will provide all you need to be successful in your Canvas Course!

[Register](#)

Microsoft Application Training Series (SharePoint, Forms/Quizzes)

August 22, 23, and 24, 10 - 10:30 a.m. and 2-2:30 p.m.

Virtual

We will review various Microsoft programs to utilize in your daily work (both staff and faculty are welcome). Questions or suggestions, please contact Instructional Technologist **Cindy Lane**.

[Register](#)

Financial Wellness - Broadening your Knowledge of Investing

August 25, 12 - 1 p.m.

Virtual

Beginner course provides high-level information and encourages attendees to start laying the foundation for their financial goals and unique situation. Presented by Megan Reineke, Financial Advisor, Edward Jones.

Register



SUMMER HOURS

LARC/LIBRARY SERVICES

- Monday - Thursday: 8 a.m. – 6 p.m.
- Fridays: 8 a.m. - 5 p.m.
- Saturday: 10 a.m. - 3 p.m.
- Sunday: 2 p.m. - 6 p.m.

EVANS COMMONS REC CENTER

- Monday: 8 a.m. - 5 p.m.
- Tuesday: 8 a.m. - 5 p.m.
- Wednesday: 8 a.m. - 5 p.m.
- Thursday: 8 a.m. - 5 p.m.
- Friday: 8 a.m. - 5 p.m.
- Saturday & Sunday: Closed

LU BOX OFFICE

- Tuesday-Friday: 12–4 p.m.
- Saturday: 10 a.m.–2 p.m.
- Sunday-Monday: Closed

STARBUCKS

- Closed