



LINDENWOOD  
UNIVERSITY

# DIGEST

EMPLOYEE NEWSLETTER

September 7, 2022

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CAMPUS-WIDE NEWS BROUGHT STRAIGHT TO **YOUR INBOX.**

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## GOOD MORNING LINDENWOOD LIONS!

### Homecoming Parade Participants Needed

The Lindenwood Special Events team is looking for local businesses and organizations to participate in our **2022 Homecoming Parade** Saturday, October 22 at 10 a.m. on Main Street in historic St. Charles.

Participants can build a float, decorate a car, or gather a walking unit. There is no cost associated with participation. We encourage you to share the sign up information with your family, friends, and community contacts!

Questions? Contact Special Events Coordinator **Sarah Kozy**.

[Participant Sign Up](#)

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### LATEST NEWS

Be in the know!

[Read Campus News](#)

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### STAY CONNECTED

[Join LindenConnect](#)



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## Major/Minor/Certificate Fair

The Professional Advising Center in partnership with the Academic Colleges is hosting a major/minor/certificate fair on September 13, 2-4 p.m. in the AB Leadership Room. All are welcome to attend and learn about the programs offered at Lindenwood.

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## National Payroll Week

It is National Payroll Week! Please take a moment to thank your HR Payroll team Monica Seiter, Patricia Schodrowski, and Sharon Vawser for their dedication to timely and accurate payrolls!

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**SUBMIT TO THE DIGEST**

Visit our website

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

**SUBMIT IT!**

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**

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## Q2 MOMENTS

### **Plaster College of Business and Entrepreneurship and Career Services**

This team goes over and above to make Lindenwood a better place for students and their colleagues each day. They decided over the summer that students deserved a little fun and a chance to network during week number one. Despite limited time and resources, they made it happen - the Plaster College of Business and Entrepreneurship Welcome Back Bash was a success. Over 250 students

joined faculty and staff from throughout LU to engage with each other and community partners. This group did the set-up, take down and everything in between.

Submit Your Q2 Moment



### Student Project Update

The project team has finished the third round of testing! Lindenwood IT Enterprise Systems and Anthology are now working to make the required changes to our conversion data in preparation for sending the Spin 4 data to Anthology for processing. Once the data is received, the project team will begin the fourth round of data validation and process testing, leading into the User Acceptance Testing (UAT) phase. On October 28, Lindenwood Subject Matter Experts (SME's) and the Executive Steering Committee will meet with Anthology to assess our go live readiness. With a positive outcome, the project team will begin final preparations for production launch.

During the next several months training development will continue between the SME's and our Anthology consultants. Weekly meetings between the SME's and Anthology will be taking place to ensure the development of department specific training is completed and delivered on time.

Important dates and links:

- CAMS transition to view only- EOD November 12
- Anthology Student goes live- November 28
- [MyLindenwood Portal](#)
- [Anthology Academy Portal](#)
- [Lindenwood Learning Academy Portal](#)



### Culture Connection - Week One: Excellence

September 8 and 15

Learning Academy (LARC Room 009)

Welcome to Lindenwood University! We invite you and encourage your participation in the Professional Learning Community (PLC) for new hires where we will explore Lindenwood's mission, values, and culture of Q2 service excellence and learn how to apply them to your daily work. Culture

Connection is a six-week PLC hosted by the Learning Academy. You will learn where we have been, where we are going, and what it looks like to be an employee at Lindenwood University. You will hear from university leaders and Q2 Champions throughout these six sessions.

[Register](#)

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**Staff Admin I Development Session – Updated Meeting Time**  
**September 13, 1 – 2 p.m.**  
**Virtual**  
**Upcoming topics: DI Deep Dive Discussion**

Please join us to further develop leadership 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 meeting is for AVPs.**

[Register](#)

**Staff Admin II Development Session – Updated Meeting Time**  
**September 15, 1 – 2 p.m.**  
**Virtual**  
**Upcoming topics: DI Deep Dive Discussion**

Please join us to further develop leadership 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 meeting is for Directors.**

[Register](#)

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**CDI Diversity/Bias Training**  
**September 13, 14 and 15**  
**Virtual, CDI (Spellmann Center, Rm. 3085), or Learning Academy (LARC Rm. 010)**

Upcoming topics: Socio-economics Status (SES) Bias, Making DEI a Reality Pt. 2., Anti-Racist Pedagogy: Discovery & Deployment (Faculty), Safe Zone.  
Thank you for your interest in participating in a diversity training. In these diversity trainings, our goal is to help you reflect on how you show up to conversations and interactions regarding these topics. With your help, we will help build an awareness, education, and campus resources around these topics as well as

**Microsoft Training Series - Office Hours, Teams in Canvas, OneDrive**  
**September 12, 13, and 14**  
**Virtual**

Join Instructional Technologist, Cindy Lane, for a 30-minute session to get your Microsoft questions answered.

provide strategies to apply what you learned to your environment.

Register

Register



## FALL SEMESTER HOURS

### LARC/LIBRARY SERVICES

- Monday - Thursday: 8 a.m. - 10 p.m.
- Friday: 8 a.m. - 5 p.m.
- Saturday: Closed
- Sunday: 2 p.m. - 10 p.m.

### EVANS COMMONS REC CENTER

- Monday - Friday: 6 a.m. - 9 p.m.
- Saturday - Sunday: 11 a.m. - 4 p.m.

### LU BOX OFFICE

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

### STARBUCKS

- Monday - Friday: 7 a.m. - 5 p.m.
- Saturday: Closed
- Sunday: 2 p.m. - 9 p.m.

Lindenwood University | [www.lindenwood.edu](http://www.lindenwood.edu)



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