



LINDENWOOD  
UNIVERSITY

# DIGEST

EMPLOYEE NEWSLETTER

February 1, 2023

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

## GOOD MORNING LINDENWOOD LIONS!

### Lion Pride Fridays - Giveaway!



We're celebrating Lion Pride Fridays with a giveaway! **Nominate a colleague** who shows their Lion Pride and we'll pick 10 colleagues across campus to surprise next Friday.

And, remember that every Friday is Lion Pride Friday! Join Lions across campus and show your school spirit every Friday for Lion Pride Friday. Join the fun and wear your best Lindenwood apparel or your favorite black and gold gear!

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## Employee Appreciation at the Basketball Game this Saturday

Join us for our second employee appreciation date in the Hyland Arena VIP Room this **Saturday, February 4** as the Lions take on Tennessee-Martin. The VIP Room will open at 2:30 p.m. The VIP Room offers complimentary food and soft drinks, a cash bar, reserved seating, private restrooms for club guests and TVs to watch games from around the country.

The Hyland Arena VIP Room is located to the left just inside the main entrance to the arena.

As a reminder, all employees receive up to four complimentary tickets to all men's and women's basketball games. Bring your employee ID.

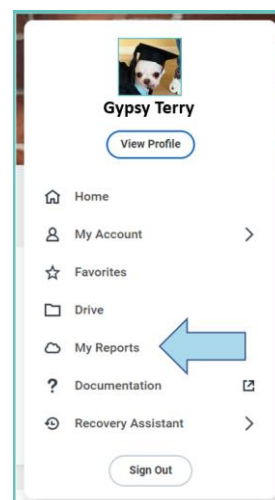
While access and admission is free we ask that you please RSVP with the number of guests who will be attending by emailing Director of Athletics Advancement [Jen Wunder](#) or by calling 636-949-4952.

## Electronic Version of the 2022 1095-C Forms Now Available in Workday

To access your forms, click on the "Pay" worklet and choose "My ACA Forms" under the "My Reports" menu. If your form does not automatically pop up after the processing window disappears, you can find it on your W: drive in Workday or in your notifications.

Paper copies of the 1095-C forms will be mailed to the home address listed in Workday of employees who did not elect electronic copies.

If you have any questions, please reach out to the [Benefits Office](#).



## Spring 23 - 4 Week & 1st Half Midterm Grade Deadlines

### 4 Week Grades – Courses January 9 - May 5, 2023

The deadline for 4 week full-length semester (undergrad only) courses is Monday, February 6 at 5 p.m. The grade transfer from canvas to cams will occur on Tuesday, February 7. Special grades (N, AF, or I) will need to be submitted to Academic Services by completing the Special Grade Form by the February 6 deadline. The last day to withdraw from full-length semester courses is March 19. A student should receive an AF grade if they attended but then stopped attending before the March 19 deadline without officially withdrawing.

### First Half Midterm Grades – Courses January 9 - March 5, 2023

The deadline for midterm first half semester (undergrad only) courses is Monday, February 6 at 5 p.m. The grade transfer from canvas to cams will occur on Tuesday, February 7. Special grades (N, AF, or I) will need to be submitted to Academic Services by completing the Special Grade Form

by the February 6 deadline. The last day to withdraw with a W grade will be February 12. A student should receive an AF grade if they attended but then stopped attending before the February 12 deadline without officially withdrawing.

\*\*\* Grades that are entered in canvas for individual assignments after 5 p.m. on February 6, will not be updated for the grade in Anthology. \*\*\*

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## Lindenwood at St. Charles Mardi Gras

The City of St. Charles is hosting a family-friendly Mardi Gras celebration in Frenchtown on Saturday, February 18!

Parade on Second Street at 11 a.m. followed by the After Party from noon - 2 p.m. featuring live music, food, and more in the Foundry Art Centre parking lot.

Lindenwood University is looking for friends and family to walk in the parade and/or join our booth at the After Party!

[Sign Up to Participate](#)

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## What do you think about sustainability on campus?

Please complete this [student research survey](#) so we can learn more about the views of the Lindenwood community regarding sustainability. This survey will take only a few minutes and will be helpful in planning future sustainability activities on campus. The survey will close February 10.



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## Alpha Chi Membership Drives

The Lindenwood chapter of Alpha Chi is transitioning to annual membership drives each Fall semester, with Spring devoted to annual convention activities. [Alpha Chi](#) is a not-for-profit National College Honor Society with over 300 chapters across the country and a member of the Association of College Honor Societies.

Alpha Chi offers students participation in [scholarship and fellowship](#) competitions, as well as leadership opportunities and opportunities to present at its national [conventions](#). Undergraduate members can also submit papers for publication in [Aletheia](#), a national peer-reviewed scholarly journal of undergraduate research.

We'd like to ensure that eligible students who are graduating this May have this opportunity. Please ask interested students or advisees to email [Dr. Justine Pas](#).

### Eligibility:

- undergraduate students with cumulative GPAs of 3.9 or above;

- graduate students with 4.0 cumulative GPAs.
- Outstanding students with GPAs below the above can be recommended for membership by faculty members.

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## ITEN MentorUp Applications Open Through February 15

ITEN is looking for the second cohort of mentors and mentees for our MentorUP Program!

**For Mentors:** Take mentoring to new heights with MentorUP, the newest component in services supporting innovation-led startups. This cohort-based experience includes training, inclusion in mentee selection process, check-ins with trainers and peers, certification by WeLoveMentors, and continued support resources. [More information](#) is available for interested mentors.

**For Founders:** We are offering a program for startups showing traction, that can benefit founders with consistent 6 month mentor support for FREE! You'll work in a cohort with a dedicated mentor, who is an experienced entrepreneur or a corporate leader with C-Suite experience. [More information](#) is available to interested founders.



## 2022-2023 RISE Awards and RISE Innovator Award - Submissions Open

Submissions are due on Monday, March 13. See below for more information about the awards and application instructions. *All LU faculty members are eligible to apply for both the RISE Award and the RISE Innovator Award.*

### **RISE Award 2022-2023**

The 2022-2023 RISE Awards will recognize four faculty members (two adjunct and two full-time faculty members) who have achieved excellence in implementing two of the RISE pillars in their courses. Each of the four recipients of the RISE Award will receive a \$500 prize.

To apply, complete the [application form](#) which will ask you to discuss how you have implemented two of the RISE pillars in your courses and what impact your implementation of these two pillars has had on your students (350 words maximum for each pillar).

### **RISE Innovator Award 2022-2023**

The RISE Innovator Award will recognize one Lindenwood faculty member (full-time or adjunct) for exceptional creativity, problem solving, or innovation in implementing the RISE pillars in their courses. The recipient of the RISE Innovator Award will receive a \$500 prize.

To apply, complete the [application form](#) that will ask you to discuss a creative or innovative way that you have implemented RISE in your courses, or how you devised a creative solution to an obstacle to implementing RISE effectively (maximum 500 words).

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**Culture Connection: Diving into LU's Culture for New Employees - Cohort 6**  
**February 2, 9:30 - 10:30 a.m.**  
**Lindenwood Learning Academy, LARC 009 and online**

Culture Connection is a 6-week Professional Learning Community hosted by the Learning Academy designed for employees new to Lindenwood who started working during or after September 2022. February 2 is the second iteration of this six-session training. This session focuses on Creativity.

[Register](#)

**Courageous Conversations: Ensuring “Everyone” is Part of the DEI Conversation and Efforts**  
**February 2, 10:30 a.m. – 12 p.m.**  
**Center for Diversity and Inclusion, Spellmann Center 3085**

“Courageous Conversations” provide an opportunity for faculty and staff to have an open, facilitated dialogue about topics that impact real career and life experiences. We will discuss challenges, opportunities and successes related to a variety of things from which we can learn from each other, become more empathetic, and identify actionable ways to create a more inclusive environment for our entire campus community. Please come prepared to have an engaging and productive conversation.

[Register](#)

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**Designing Discussions for Authentic Engagement**  
**February 6, 3 - 4 p.m.**  
**Lindenwood Learning Academy, LARC 009**

Student engagement in class discussions is one of the most important factors in their sense of connection, interest, and investment in the course material. Authentic discussions are difficult to achieve, but this authenticity enhances students’ experience significantly. In this collaborative workshop, participants will explore strategies and best practices for engaging students in authentic discussions. This workshop supports the RISE Pillar of Engagement.

[Register](#)

**Socio-Economic Bias**  
**February 7, 1 - 2:30 p.m.**  
**Lindenwood Learning Academy, LARC 009**

This interactive training session will help the training participants develop an awareness of how SES bias can impact those around them with different socioeconomic statuses. Training participants will discover campus resources and strategies to apply what they learned to their environment in order to identify and challenge their own socioeconomic status bias.

[Register](#)

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### **Safe Zone 2.0**

**February 8, 11 a.m. - 12:30 p.m.**  
**Lindenwood Learning Academy, LARC 009**

This interactive training session is for anyone who has completed Safe Zone training. Safe Zone 2.0 will focus on the current events, issues, and policy that are impacting the LGBTQ+ community nationally and globally. It will also help participants examine bias, prejudice, and privilege through hypothetical social scenarios. Amy Estlund is the facilitator.

[Register](#)

### **Enhancing Cognitive Complexity in CLOs and Assessments**

**February 8, 1 - 2 p.m.**  
**Lindenwood Learning Academy, LARC 009**

Betsy Melick and Robyne Elder will facilitate this interactive workshop on increasing the level of cognitive complexity in course learning objectives and setting rigorous standards for learning. This workshop will address needs for cognitive complexity according to both the Graduate Attributes and RISE Project. We will also work on aligning major assessments with learning objectives and designing authentic assessments. This workshop applies to all learning modalities and correlates to the RISE Pillar of Rigor.

[Register](#)



## **SPRING SEMESTER HOURS**

### **LARC/LIBRARY SERVICES**

- Monday- Thursday: 8 a.m. - 10 p.m.
- Friday: 8 a.m. - 5 p.m.
- Saturday: 10 a.m. - 3 p.m.
- Sunday: 2 -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 - 9 p.m.

## BOYLE FAMILY GALLERY

- Tuesday-Thursday: 12 – 5 p.m.
- Open during Theater and Black Box performances



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



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