

LINDENWOOD  
UNIVERSITY

# DIGEST

EMPLOYEE NEWSLETTER



November 15, 2023

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

## GOOD MORNING LINDENWOOD LIONS!

### Thanksgiving Lunch on Friday!



Please join Human Resources for food, fellowship, and fun on Friday, November 17, for the annual Thanksgiving Lunch in Evans Commons. We look forward to celebrating Thanksgiving with our Lindenwood friends and colleagues.

Times are split by division to assist with traffic flow. See invite for [details and full menu](#). If you are unable to attend during your scheduled time, please join the festivities when you can!

### LATEST NEWS

[Read Campus News](#)

### STAY CONNECTED

[Join LindenConnect](#)



## No Digest Next Week

The University will recognize Thanksgiving Break next week, beginning Wednesday, November 22. There will be no Digest sent next week.

The next edition of the Digest will be distributed Wednesday, November 29.



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## Pizza and Public Policy

Dr. Barbara Hosto-Marti, Dr. Marcus Smith, and Rev. Dr. Nichole Torbitzky will offer a panel presentation on the Hamas/Israel conflict today, Wednesday, November 15, from noon-1:30 p.m. in the LARC Atrium. Pizza will be provided. We will leave plenty of time for questions, so come prepared to ask our panel of experts your questions.

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## Vote for This Year's Academic Showcase Logo!

Students, faculty, and staff can [vote](#) for the 2024 Student Academic Showcase logo! Logos were designed by students. Vote once per day on the entry you believe best illustrates inclusivity of all fields of study. The deadline to vote is Friday, November 17, at 5 p.m. The winner will be announced by Thanksgiving.

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## New eFax Service

We are delighted to announce a new addition to our technology services at Lindenwood University: the eFax service. This service is designed to simplify the process of sending faxes, making it convenient for any faxing needs.

### How to Get Started:

- **Submit a Fax Request:** To initiate a fax, submit a ticket to the [Help Desk](#) with "Fax Request" in the subject line. Include the fax number you need to send the document to.
- **Scan Your Fax:** You can securely scan your fax document at any multifunction printer on campus.
- **Lindenwood IT Help Desk Assistance:** A member of the Lindenwood IT Helpdesk will contact you directly to securely obtain a copy of your fax and send it via our new eFax service.

If you encounter any issues or have questions, contact the [Help Desk](#) or call (636) 255-5100.

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### **Recognize Employees Who Live Out Lindenwood's Core Values!**

Use the [link](#) under the 'Announcements' section on your Workday home screen to access the form that allows us to recognize employees that we see living out LU's core values.

#### **Value: We thrive together.**

**Eric Mircsov** always goes above and beyond to help the Human Resources team. Specifically, he was extremely helpful during Open Enrollment. We had a new vendor change last minute and Eric ensured we were all set and ready to go by the deadline. He always anticipates future needs and will test out new processes that may be useful. He is so knowledgeable about Workday, and I am always impressed at what new items he has to share. For example, he helped create a new EOI process that made it easier for me to run a report, send notices, and update statuses. Even after Open Enrollment, he is anticipating next steps for file feeds and updated templates. Eric is such a valuable asset to this team and I can't thank him enough for the help during Open Enrollment this year.

**Madison Shaw** and her team did an amazing job at this year's Homecoming events, and they were amazing to collaborate with. Madison made the extra effort to provide event needs and volunteers for my departments part of the event that could not have been done without her help. She went above and beyond her own job duties to help make the event a success and a positive experience for both of our departments and our students. Throughout the planning process, Madison was transparent, organized and ready to execute even if there was information we did not know. She also took time out of her busy day to help me complete another part of the event. She always is ready to collaborate, eager to help where it is needed, and she is an all-around amazing team member to work with. Thank you for all you do, Madison!

View all of the [submissions](#) that recognize employees who live out our values.

[Submit Your VIP Moment](#)

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**LINDENWOOD**  
UNIVERSITY  
LEARNING ACADEMY

### Employee Management Certificate Program

**November 16, 9:30-10:30 a.m.**  
**Lindenwood Learning Academy, LARC 009**

Open to staff managers hired between April-October 2023. This six-week course is designed to coach new managers how to successfully lead, engage, and drive performance within their team.

[Register](#)

### Virtual Graduate Attribute Lunch and Learn

**November 17, 11 a.m.-noon**

Bring your own lunch (or brunch!) and learn more about the Graduate Attributes during these virtual workshops! On the third Friday of each month during the fall semester, we will overview the Graduate Attributes, alignment in courses and programs, and assessment using signature assignments at 11 a.m. via Teams. Come to one or all sessions and bring your ideas and questions as we workshop our way to the Graduate Attributes!

[Register](#)



## HOURS

### LARC/LIBRARY SERVICES

- Monday, November 20: 8 a.m.-10 p.m.
- Tuesday, November 21: 8 a.m.-3 p.m.
- Wednesday, November 22-Sunday, November 26: Closed

### EVANS COMMONS REC CENTER

- Monday, November 20: 6 a.m.-9 p.m.
- Tuesday, November 21: 6 a.m.-9 p.m.
- Wednesday, November 22-Sunday, November 26: Closed

### LU BOX OFFICE

- Monday, November 21: Closed
- Tuesday, November 22: Noon-3 p.m.
- Wednesday, November 23-Sunday, November 26: Closed

### STARBUCKS

- Wednesday, November 22-Saturday, November 25: Closed

## BOYLE FAMILY ART GALLERY

- Monday, November 20: 1-6 p.m.
- Tuesday, November 21: Noon-3 p.m.
- Wednesday, November 22-  
Sunday, November 26: Closed



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