

LINDENWOOD
UNIVERSITY

DIGEST

EMPLOYEE NEWSLETTER



February 14, 2024

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

GOOD MORNING LINDENWOOD LIONS!

February is Heart Health Month!



February is **Heart Health Month**. Lions Living Well invites employees to join us for Free Lunch Friday on February 16! Employees who wear red can enter a raffle to win Heart Health Month-themed baskets!

We also will have fun giveaways (while supplies last). Giveaways and raffles will be available in both Evans Commons and Spellmann.

LATEST NEWS

[Read Campus News](#)

STAY CONNECTED

[Join LindenConnect](#)



Rainbow Connection Lunch

Join Rainbow Connection, Lindenwood's LGBTQ+ Employee Resource Group, and colleagues from across the University for lunch this Friday, February 16, in the Center for Diversity and Inclusion on the third floor of Spellmann.



Cash in on Free Lunch Friday, or bring leftovers from home, and stop in between 11:30 a.m.-1 p.m. This is a good time to socialize, meet new people, and connect with friends.

Electronic Version of 2023 1095-C Forms Now Available in Workday

To access your forms, click on the "Benefits and Pay" worklet under "Menu." Click the dropdown button for "Benefits" and choose "ACA Forms." Click "View/Print" for Year 2023. If your form does not automatically pop up after the processing window disappears, you can find it in your Workday 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. Employees can change their printing elections to electronic only for next year within "ACA Forms."

As a reminder, most employees will receive two 1095-C forms this year – one from Lindenwood Education Systems and one from Lindenwood University, LLC.

If you have any questions, contact the [Benefits Office](#).

We Want Your Homecoming Theme Ideas!

The Special Events department wants your ideas for this year's Homecoming theme! Faculty and staff can [submit](#) their ideas.

See Bruce Hornsby on March 15

Bruce Hornsby, the three-time Grammy Award-winning songwriter and pianist, will take the stage at the J. Scheidegger Center on Friday, March 15, at 8 p.m. Joined by the contemporary classical ensemble yMusic, they will present BrhyM: a performance showcasing new collaborative compositions, plus other favorites from Hornsby's illustrious catalog.



Faculty and staff get 10% off up to four tickets through the [LU Box Office](#).

Fall 2023 Student Learning and General Education Assessment Report Available

The Office of Academic Affairs is proud to share the [Student Learning and General Education Assessment Report for Fall 2023](#), which focuses on the Graduate Attribute of Global Advocate. Various faculty, staff, and students across Lindenwood University worked tremendously hard to collect and convey the results of this report and we are thankful for their time, insights, and analysis. More information about the University's Three-Year Roadmap for General Education and Graduate Attribute Assessment and archived reports is [available](#).

Now Accepting UNIV First-Year Seminar Proposals – Fall 2024!

The Center for Engaged Learning is currently accepting [proposals](#) from faculty and staff who are interested in teaching one of our First-Year Seminars (FYS), also known as UNIV 10100 Courses, for Fall 2024. The deadline for submission is Friday, March 1.

The concept of the First-Year Seminar is to connect our incoming students to faculty and staff through creative and innovative topics. Each seminar will be unique to the individual instructor, who will have an opportunity to share their passion for their particular area of study. We are looking for seminars that represent a broad range of degree programs. We are also interested in faculty that would like to participate in Learning Communities and/or Service-Learning related courses.

The FYS courses are one credit hour. In addition to sections that meet once a week for 16 weeks, the Center for Engaged Learning is piloting sections that meet twice a week for the first eight-week term in Fall 2024. You can express interest when you complete the form. Instructors chosen to teach a First-Year Seminar will receive an additional \$1,000 stipend. Notification of selection will occur shortly after submission.

For questions, contact [Mark Valenzuela](#).



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.

Nia Coleman developed an automated way to help two departments who were manually doing the same task twice. I appreciate her commitment to helping us work smarter at Lindenwood.

Frankie McPartland has been a great partner in supporting our work with email communication. He has solved complex challenges, made recommendations and implemented industry best practices, and continues to work with our external vendor. He demonstrates this value through his collaboration and support.

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

[Submit Your VIP Moment](#)

LINDENWOOD

UNIVERSITY

LEARNING ACADEMY

Spring 2024 Retention Eras Trek

February 20, 1-3 p.m.

Library & Academic Resources Center, LARC 009 and 010, and Online

Join us for the annual Spring Retention Retreat, where we will explore the three eras of retention at Lindenwood! Make a "Blank Space" in your calendar and register to attend now! This is a hybrid event. This two-hour retreat includes one 45-minute general session and two 30-minute breakout sessions. When registering, please note the modality of the sessions, as every session is offered both in person and online.

[Register](#)

Leadership Development Monthly Sessions

February 20-21, 10:45-11:45 a.m.

Library & Academic Resources Center, LARC 009, and Online

These sessions are held on the third Tuesday and Wednesday of each month to further develop leadership and strengthen our relationships as a team. Discussion topics will differ each month, but the premise of each

Lindenwood Employee Campus Tours

February 21, 3-4 p.m.

Library & Academic Resources Center, LARC 010

Join Lindenwood's Student Ambassadors for an hourlong tour of Lindenwood's campus. Employees will learn about Lindenwood's historic past, the location of important buildings and their functions, and other information that will help employees put our students first. The tour will help orient employees to Lindenwood's

meeting is to grow both professionally and personally as leaders. These are invitation-only sessions for Managers, Directors, and AVPs. Contact the [Lindenwood Learning Academy](#), if you feel you are eligible to attend the sessions but are not invited.

Register

unique culture and ensure staff are knowledgeable of locations of important campus functions, buildings, and areas.

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 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: Noon-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.

BOYLE FAMILY ART GALLERY

- Monday: 1-6 p.m.
- Tuesday: Noon-5 p.m.
- Wednesday-Friday: 1-6 p.m.
- Saturday-Sunday: Closed





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