



LINDENWOOD
UNIVERSITY

DIGEST

EMPLOYEE NEWSLETTER

May 29, 2024

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

GOOD MORNING LINDENWOOD LIONS!

Read Campus
News

First Gen Student Mentors Needed



First Year Programs has a new program, FroYo with First Gen! This is a monthly event that takes place in Hyland VIP, where first generation faculty and staff get to mentor and network with first generation students. If you are interested in this program, please [take the survey!](#)

Join
LindenConnect



Lindenwood Athletics Summer Reading Program

For the fifth consecutive year, the Lindenwood Athletics Department is proud to partner with Andy's Frozen Custard and Raising Cane's to present the Lindenwood Lions Summer Reading Program.

Registration is completely FREE and open to all children ages 12 and under.



Each child must read five books before the conclusion of the program to receive their prizes.

The prizes are as follows: two general admission tickets to the Lindenwood Football game on Saturday, October 5 vs. Central Arkansas at 1 p.m., an invitation to the Homecoming All Sports Clinic on Saturday, October 26 at 11 a.m., Lindenwood Athletics stickers, pencils, temporary tattoos, a free Andy's Frozen Custard voucher, and a free Raising Cane's Kids Combo!

Submissions are due by 11:59 p.m. CT on Monday, August 5.

Assessment Report Workshop: Support Available

Workshops are available **June 6** and **June 12** for faculty and staff to work on their co-curriculum and program assessment reports that are due June 15. Robyne Elder will be in attendance to assist with questions. This works as an office hours format, where participants can come by at any time to ask questions or stay for the entire time to work and collaborate. We will meet in the Learning Academy. A Teams link is provided for those who would like to ask questions or work online. Pre-registration is not required.

June 6, noon- 1 p.m.

June 12, 2-3 p.m.



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 put our students first.

Dr. Shenika Harris is part of the College of Arts and Humanities leadership team and lends her talents and expertise to make sure University policies and procedures are followed, while prioritizing students' needs and success.

Chris Chappell is constantly helping students who feel lost. He goes to the ends of the Earth to make sure students are taken care of. When they can't get answers or when they aren't even students he technically should be working with, Chris is there and puts it on himself to get answers. Chris is constantly helping current students get answers about their financial aid packages or issues, as well as taking care of his incoming student's issues. Chris is the epitome of a student-first employee.

Dr. Sara Bagley painstakingly combed through previous catalogs and summarized what requirements will change if a student elected to switch to the 2024-25 catalog so they can make an informed decision about whether to switch catalogs to earn a BS in Psychology, rather than a BA. By doing so, she also made the lives of all academic advisors who advise psychology majors much easier. Thanks, Sara!

Value: We thrive together.

Julie Bergen is an ideal team player and has been a tremendous help with identifying and registering Honors FYS to help ensure that their first semester at Lindenwood is a roaring success. Julie's support and assistance have been invaluable!

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

Submit Your VIP Moment



Staff & Coaches Performance Evaluation Resources

The self-evaluation [portal](#) is open for staff and coaches through June 30. Do you have questions about Lindenwood's performance evaluation process or how to evaluate yourself? Do you need a refresher on the evaluation process or the software? If so, there are numerous resources available to assist you.

The Performance Evaluation guidebook can be found on the **Useful Links** page in Workday. There

is a guidebook for staff and another for coaches. The guidebook explains the evaluation timeline, performance ratings and much more! You can view a **Performance Evaluation Training for Staff** presented by the Lindenwood Learning Academy in LinkedIn Learning. This training explains the performance evaluation process, walks you through how to use the performance software, and answers many frequently asked questions about the LU's evaluation process. The staff of the Lindenwood Learning Academy is available to assist you with navigating the performance evaluation process.

Be sure to review these resources before completing your self-evaluation and don't hesitate to reach out to the Learning Academy staff for help. Send us an [email](#) with your questions or to set up a meeting.

LinkedIn Learning Course Club: Invest in You, Personal and Professional Development Tips

June 3, 10-11 a.m.

Lindenwood Learning Academy, LARC 009

In this course, tenured L&D professional and coach Jason Weeman shares his knowledge about ways to successfully invest in your personal and professional development. Be sure to take this 40-minute [LinkedIn Learning course](#) prior to attending this session.

[Register](#)



SUMMER HOURS

LARC/LIBRARY SERVICES

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

EVANS COMMONS REC CENTER

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

LU BOX OFFICE

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

STARBUCKS AND BOYLE FAMILY ART GALLERY

- Closed for summer



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