



EMPLOYEE DIGEST



January 21, 2026



Rest and Refresh

Does January have you craving a warm and cozy break to pause and recharge? Shake off the winter chills with Staff Council next Thursday, January 29, with a heartwarming movie and tasty treats. All staff are invited to join the council for the showing of Groundhog Day from 11 a.m.-1 p.m. in the LARC Third Floor Atrium.

**READ THE
LATEST NEWS**

**CAMPUS EVENT
CALENDAR**

Dealing with Distractions in the Classroom - Today!

Presented by the Lindenwood Learning Academy

January 21, 3-4 p.m.

Online

Personal devices like laptops, tablets, and smartphones can be powerful learning tools when used effectively in the classroom. However, these same devices can pose challenges for students and instructors who are trying to maintain engagement and focus. This interactive workshop will explore practical strategies for managing technological distractions in the classroom. We will consider best practices for setting clear expectations around device use and share techniques for redirecting students who become distracted. Participants will learn how to have meaningful discussions with students about minimizing distractions for themselves and their peers.

Register

Employee Volunteer Personal Training Program

Are you ready to crush your New Year's Resolution? Join the LU employee volunteer personal training program!

FREE for Lindenwood employees! Volunteer to participate in our 12-week personal training program. This is an exciting opportunity to work one-on-one with our senior level Exercise Science students to attain your personal fitness goals. If you are interested, contact [Lori Crow](#).



Documentary Night: Chef Secrets: The Science of Cooking

Come join Library Services Monday, January 26 in LARC 343 at 7:30 p.m. as we explore Chef Secrets: The Science of Cooking provided by PBS from the Films On Demand Collection. The best chefs know that there's a hidden ingredient in any tasty dish: science! Featuring a diverse cast of culinary experts, this

appetizing film goes deep inside the kitchen to reveal the delicious chemistry, physics, and microbiology of cooking.

Come by yourself, with a colleague, and/or invite your students!

2026 Honors Convocation Nominations

Faculty, please see the criteria for the awards below and submit nominations to [Elaine Ragland](#) by Friday, February 20, 2026.

EASTON AWARD

This award, named in honor of Lindenwood University founder Mary Easton Sibley, is given to a senior student who exhibits exemplary achievement by successfully pursuing excellence in their academic and extracurricular activities.

SIBLEY AWARD

This award, named in honor of Lindenwood University founder George C. Sibley, is given to a senior student who demonstrates strong leadership and service to the university and community while maintaining a record of academic excellence.

QUALIFICATIONS FOR CANDIDATES NOMINATED FOR THE SIBLEY AND EASTON AWARDS

- The student must have a cumulative GPA of 3.0 or greater.
- The student must be a December 2025, May 2026, or August 2026 undergraduate student.
- The student must show participation in a minimum of two community activities, organizations or sports (and of the two, one must be an academic organization).

- The student must have remained in good academic and social standing during their tenure at the university.
- The student must have attended Lindenwood for a minimum of four consecutive terms.
- The student must attend Lindenwood as a full-time undergraduate student.
- The student must exemplify the Lindenwood ideal of scholarship, fellowship, and service.

BERTHA FLOYD LIFELONG LEARNING AWARD

This award recognizes high scholarship and the zealous pursuit of leadership and community service by a female student engaged in degree-oriented lifelong learning. It is named in memory of the mother of Charlsie Floyd, former community relations director at Lindenwood.

SCHOENHARD AMERICAN HERITAGE AWARD

This award recognizes outstanding achievement in the study of American values and character education as practiced through programs at Lindenwood University. This award is made possible by William and Kate Schoenhard.

RYAN GUFFEY INTERNATIONAL STUDENT AWARD

This award is given an international student who has shown exemplary academic achievement and made exceptional contributions to campus life at Lindenwood. It is named in honor of Dr. Ryan Guffey, former Associate Vice President for Global Affairs.

THE ROSE LYN ZANVILLE LEADERSHIP AND CHARACTER AWARD

This award is for a student in interdisciplinary studies who has contributed to the field of international and global studies by demonstrating excellence in leadership and character, producing an empirical research study in the fields of leadership and ethics, or developing a leadership and character initiative to make a difference. The award is given in honor of Rose.

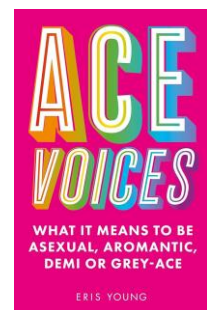
2026 Gender Studies Book Club

Lindenwood's Gender Studies program is pleased to share our Spring 2026 Book Club title: Eris Young, *Ace Voices: What It Means To Be Asexual, Aromantic, Demi, Or Grey-Ace* (Jessica Kingsley Publishers, 2023).

The Gender Studies book club is open to anyone working or studying at Lindenwood. We meet once a month to discuss the selected title, engaging in a rich conversation drawn from the variety of perspectives participants bring with them. This semester's meeting schedule is:

Tuesday, February 3, 2:30-3:30 p.m.
 Wednesday, March 4, 3-4 p.m.
 Tuesday, March 31, 2:30-3:30 p.m.
 Wednesday, April 29, 3-4 p.m.

Page ranges for each session will be sent with the confirmation email following sign-ups. We welcome those registered to attend and participate in one, two, three, or all four sessions, per your schedule. There will be online as well as in-person options to participate, and faculty who participate will receive professional development credit through the Learning Academy.



Please fill out the [interest form](#) by Thursday, January 22. *Note: an expression of interest is not binding! If you sign up but find you can't follow through, just let us know.* For more information, contact [Dr. Melissa Elmes](#).

Enhancing Undergraduate Courses for Honors Credit

With instructors' permission, undergraduate members of the Honors Academy can enhance undergraduate courses for Honors credit. Instructor and student agree on a project(s) that has the student engage meaningfully and intentionally in enhanced learning experience(s). [Honors Course Agreements](#) are due by midterms. Details and procedures are available [online](#). If you have any questions, contact the [Honors Academy](#).



2025 W-2 Tax Forms

All employees are encouraged to opt-in for paperless delivery of their tax documents. Paperless delivery provides employees with early access to their tax forms through Workday.

Electronic versions of the 2025 W-2 are available in Workday for employees who opted out of receiving paper W-2s. Don't worry, it's not too late to get that W-2 now! Please make your election to opt out of paper in Workday, and your W-2 will be available right away. Employees who do not wish to opt out will receive access to their W-2 in Workday on Friday, January 30, 2025 in conjunction with their paper forms being mailed.

W-2s can be found in Workday under the Benefits and Pay Hub - My Tax Documents. If you have any questions, please contact Payroll Director [Monica Seiter](#).



January 21: Men's Volleyball vs. Quincy at 6 p.m.

January 22: Women's ACHA Hockey vs. Minot State at 11:30 a.m., Women's Basketball vs. Tennessee Tech at 5 p.m., Men's Basketball vs. Tennessee Tech at 7:30 p.m.

January 23: Women's ACHA Hockey vs. Minnesota at 2:30 p.m.

January 24: Women's Basketball vs. Tennessee State at 1 p.m., Men's Basketball vs. Tennessee State at 3:30 p.m., Women's ACHA Hockey vs. Jamestown at 9:40 p.m.

See the complete [NCAA](#) and [SLS](#) schedules for this week's home games, matches, and competitions. All employees and their immediate family receive free admission to home events.



LINDENWOOD UNIVERSITY
Learning Academy

Faculty Performance Evaluation Reminders

Faculty sign offs are due by January 22. Please contact the [Learning Academy](#) or your administrator with any final questions before tomorrow's deadline.

Culture Connection, Cohort 12 - Week Two

January 27, 2-3 p.m.

Lindenwood Learning Academy, LARC 09

Culture Connection is a Professional Learning Community (PLC) for new hires that explores Lindenwood's mission, values, and culture of Q2 service excellence and how to apply them to daily work. Participants will learn where we have been, where we are going, and what it looks like to be an employee at Lindenwood University. Participants will learn about Lindenwood's Q2 Culture and meet some of the Q2 Champions.

[Register](#)

SPRING SEMESTER HOURS



Boyle Family Gallery: [Hours of operation](#)
Dining Locations: [Hours of operation](#)

Evans Rec Center: [Hours of operation](#)
LARC/Library Services: [Hours of operation](#)
LU Box Office: [Hours of operation](#)



Submit to the Digest

The Digest is distributed to faculty, staff, and adjuncts. Submissions must be received by 5 p.m. Monday to be included in a given week, and the same announcement can be shared every four weeks. We do not accept flyers, external fundraisers, or excused absence lists. Additional guidance is available in the [Digest Guidelines](#).

To submit your announcement, please use the [Project Request Form](#).
Request Category: Communications and Public Relations
Type of Request: Submit item for Digest

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