

# The CCMemo

County College of Morris Employee Newsletter



## Message from President Iacono

Dear CCM Community,

As we prepare to begin the Fall 2020 Semester, I want to again thank all of you for the incredible dedication, hard work and support you have shown our great college. Without exception, each of you has gone above and beyond focusing on our mission. You have shown great care for one another in the midst of an unprecedented pandemic, numerous national tragedies and personal loss. For so many reasons, I am proud and appreciative of how our college community has worked together. Collaboratively, we weathered the earliest days of the pandemic when uncertainty reigned. To say that I am proud of our success and achievements is an understatement.

Collaboratively we have:

- Reinvented how we work as individuals and teams.
- Learned how to navigate a college through a pandemic.
- Developed a reopening plan that prioritized the safety of all.
- Focused on the well-being of employees, students and visitors while ensuring the continuation of teaching and learning with excellence.

Collaboratively we will:

- Continue working in the same fashion and with the same spirit.
- Move through the Fall Semester with courage, conviction and compassion knowing that we will encounter situations we could not have anticipated.
- Find answers to the challenges that await us.

I am, additionally, unwaveringly confident that we will exit this storm a stronger and better college than when we entered it. Make no mistake, CCM has encountered profound challenges in the past and, while this is our greatest challenge to date, we will triumph once again as we always have, and in the only way we can, by working together.

Success this year will rely on our ability to abandon any and all preconceived notions of what the fall is “supposed to be like.” It will not be business as usual. Sadly, our first day of classes will not be accompanied by the on-campus return of our outstanding faculty and students. Fall will not offer the opportunity to return to our well-loved routines of enjoying athletic events, music and dance concerts, theater productions, art gallery openings, special presentations, or award and recognition ceremonies as we did before the pandemic. It cannot even offer the opportunity for simple pleasures such as group lunches in the Student Community Center or to join students in the Cohen Café to hear their stories and learn about their plans for the future. I will most definitely miss the many face-to-face interactions with each of you on a daily basis. Hallway and cross-campus chats, popping into your offices or receiving you in mine, enjoying time in the Sherman H. Masten Learning Resource Center interacting with staff and students and the many other interactions that represent some of my favorite moments at CCM.

Nevertheless, here is what the fall will offer. The opportunity to experience personal and professional growth in ways that would be impossible without the current situation. The opportunity to utilize technologies that we are now reliant upon to fulfill our job responsibilities and to engage one another both professionally and socially. And, although the methods may be different, this fall will still allow us the opportunity of supporting each other, our students and all those who seek our support. We will continue making advancements in scholarship, enriching the communities we serve, and meeting the needs of area employers and community organizations. And, in doing so, I believe we will honor the mission of County College of Morris more completely than ever before. As you have likely heard many times from many people, the pandemic may be a defining moment in our history, but we must not allow it to define us. Let us focus instead on what CCM has done exceedingly well for more than half a century which is nothing less than educating and supporting our students with excellence and, in doing so, helping them create rewarding lives. Let us focus on creating stronger communities at a time when the nation is struggling to redefine itself with purpose and inclusion. We are essential to helping people achieve their dreams, to creating stronger communities and, ultimately, to building a better nation where all people are respected, valued and celebrated. We may each have our own differences of opinion, but I know we all share common goals and interests and, through our unity, CCM will continue to excel.

As we go into a year that is certain to be anything but ordinary, we need to remember that the actions of every individual will determine the future of CCM. This is not a time for self-interest, actions rooted in fear or for thinking small. This is the time to work for the common good of all with patience, kindness and civility. It is a time to uplift one another, to think big and to strengthen relationships by taking the time to understand one another without preconceived or historical judgement. In an age when our nation seems filled with self-interest, anger and exclusion, we must remember that the virtues of higher education have always been the answer to incivility, intolerance and injustice. In these trying times, it can be hard to find the light, but it is there. I see it every day in the hearts of the people I work with, throughout our communities and in the eyes of our students.

I hope you will join me in committing yourselves to a year of kindness and progress. We know it will not be ordinary so let’s make it extraordinary. There will be challenges to help us grow, opportunities to serve others and hardships that will allow us to focus on easing the burdens of others. Remember, no matter

## CCM EVENTS

### Convocation – Today

All full-time and part-time faculty and staff are welcome to take part. Each event will be hosted via Zoom. The addresses for each meeting and workshop are on the [Agenda](#).

### The Library

Find out about CCM Library services for the fall semester at the library website at [www.ccm.edu/library/](http://www.ccm.edu/library/).

## HR CORNER

### RETIREMENT CONSULTATIONS WITH NEW JERSEY STATE APPROVED VENDORS

Save for retirement – Receive free, no pressure retirement counseling sessions. Make your appointment today. You do not need to be a member to speak with the representatives.

**Equitable** representative Mark Sheridan is available at all 908-230-2042 or email [marc.sheridan@axa-advisors.com](mailto:marc.sheridan@axa-advisors.com).

**MassMutual (formerly Hartford)** representative Kenneth Quarnaccio is available at 848-248-4313 or email [kquarnaccio@gittermanwealth.com](mailto:kquarnaccio@gittermanwealth.com).

**MetLife/Brighthouse** representative David Sharpe is available at 973-575-3254 or email [dsharpe@financialguide.com](mailto:dsharpe@financialguide.com).

### Prudential

Call 732-428-2314 or email [alicia.smith@prudential.com](mailto:alicia.smith@prudential.com) to make an individual appointment to discuss ABP or DCRP investments.

**TIAA** representative Tatiana Novozhilova is available at 800-732-8353 or visit [www.TIAA.org/schedulenow](http://www.TIAA.org/schedulenow) to make an appointment.

TIAA is offering virtual meetings through Adobe Connect which allows employees to follow along as representatives work with them to navigate their investments. If you need to schedule or change an appointment, please go to

[https://shared.tiaa.org/public/public\\_tools/events/virtualsections?eventPID=1-9ZR044V/](https://shared.tiaa.org/public/public_tools/events/virtualsections?eventPID=1-9ZR044V/).

**VALIC** representative MaryAnn Bradford is available for individual appointments.

Call 908-470-4114 or email [Maryann.bradford@valic.com](mailto:Maryann.bradford@valic.com)

what happens, there will still be us. Resilient, determined and compassionate enough to make a difference just as we do in even the best years. 2020 is not the year any of us wanted but it is the year we have and, as I have said many times, although it may be different, it can still be great if we choose to remain positive, act thoughtfully and see the best in others. Please accept my heartfelt appreciation for all you have already done under the most trying circumstances. I know our challenges are great but through it all, I am, you are, we are CCM and we will prevail!

With Respect, Gratitude and Admiration  
Dr. Iacono

## Return to Campus Guide

### TrueCare 24

CCM has contracted with TrueCare24 to provide Temperature Screening Stations (TSS) for employees, students and visitors to our campus. TrueCare24 staff members will be located at key building entrances to do three things: 1) confirm that you are wearing a mask, 2) confirm that you are wearing your CCM identification card, 3) take your temperature. Cloth CCM face masks will be available for employees and disposable masks available for students. ID card holders will be provided for those who need them. If you need an ID card, go to [www.ccm.edu/student-life/campus-life/clo-services/#ccmid/](http://www.ccm.edu/student-life/campus-life/clo-services/#ccmid/).

If you have a fever over 100.4 degrees, you will be directed to leave campus and it will be recommended that you see your healthcare provider. Health Services will manage students who are unable to leave campus. Students should contact Health Services before they attempt to return to campus to confirm that they are clear to return.



### Access to Campus

Prior to returning to campus, students and employee are required to complete Campus Reopening Training. A link was emailed to employees from Safe Colleges. Students will find the training in Blackboard.

Temperature Screening Stations will be located at all campus buildings when classes are being held or offices are staffed. Starting today, we will be set to receive employees who return to campus for the day. Starting September 9, screeners will be in place and designated entrances open during class times. All other doors will be exit-only or locked.

### Screening Locations:

- Henderson Hall - main entrance (Business and Finance) 8 until 10 a.m. and when classes are in session
- MTC - statue side when classes are in session
- Student Center (statue side) 8:30 a.m. until the end of business, either 4:30 or 6:30 p.m.
- LRC main entrance 8:30 a.m. until 4 p.m.
- Academic Complex – Sheffield/Cohen patio 7:30 a.m. until evening classes end
- Academic Complex – Cohen/DeMare patio 7:30 a.m. until 2:30 p.m. when attendance drops
- LHT – lobby when classes are in session
- HPE – lobby when classes are in session
- AME - Lot 9 entrance when classes are in session
- 675 - main entrance 24 hours

Should you need special access to a building or arrive and find the designated entrance locked, please call Public Safety at ext. 5550 and they will provide temperature screening and access as needed.

### Parking

Parking for employees will be in Lots 5 and 8 and student parking in Lots 7 and 9. There will be an area of Lot 1 sectioned off for LHT parking. Lot 6 will remain open for NJ Transit and handicap parking.

### Visitors and Employees Who Work Campus-Wide

Employees who will have vendors or visitors on campus must register them with Public Safety using this link <https://bit.ly/354eurS/>. Have visitors report to Public Safety at building 675 in Lot 10. They will be temperature screened, checked against the visitor list and given an adhesive CCM Visitor Badge. If you see someone on campus with a CCM Visitor Badge dated for that day, know that they have been screened. Plant and Maintenance, Health Services and Public Safety personnel are being screened at Public Safety. These employees may be using other building entrances to perform their duties.

While every effort is being made to manage our experience, it is inevitable that there will be wrinkles. Be patient with yourself and one another as we break new ground and work together to create a positive learning environment. Should you have any concerns regarding appropriate use of masks, social distancing or any other safety concerns please contact Public Safety.

As a matter of classroom management, if students are not wearing a mask or practicing social distancing, please remind them to do so. If they will not comply or if you feel uncomfortable about issuing this reminder, contact Public Safety at ext. 5550 or by using the ePanic system located on the classroom terminal.

We are Titans – we got this!

VOYA representative John Murray is available for individual appointments.

To make an appointment email [johnmurray@voyafa.com](mailto:johnmurray@voyafa.com) or call 609-234-3369.

## FAQs on the Reopening of the Campus

Want to know more about what to expect when the campus reopens when classes start on September 9? You can find a set of comprehensive FAQ on the college's [COVID-19 Information and Resource Center](#). There is both a General FAQ for faculty and staff and a Student FAQ. Both will be updated as situations evolve. If you have any questions you think should be added, please email Kathleen Brunet at [kbrunet@ccm.edu](mailto:kbrunet@ccm.edu).



The September issues of OUCH! focuses on "Online Security for Kids." Kids now are using technology more than ever, not only for interacting with family and friends but for learning and education. Learn the key steps we can take as parents and guardians to keep them safe online. Share OUCH! with family, friends and coworkers.

### Online Security for Kids:

<https://www.sans.org/security-awareness-training/resources/online-security-kids>

OUCH! Archives: <https://www.sans.org/ouch>

## SafeColleges Training

To comply with the reopening guidelines of the Office of the Secretary of Higher Education (OSHE), all schools are required to provide training to employees and students about what to expect when they are on campus. Whether you are working on campus primarily or intermittently or you will be working remotely, it is important for you to be aware of the measures we are taking to create a safe environment for the college community. The employee training, which takes less than 30 minutes to complete, includes the following activities:

- A PDF covering topics such as social distancing, temperature screenings, what to do if you have symptoms of COVID-19.
- CDC videos on the proper wearing of face coverings and handwashing methods.
- CCM's Infectious Disease Control Policy.
- A short review/quiz of these topics.
- A Certificate of Completion.

Whether you are planning to be on campus or you have been working on campus since March, you are required to complete the training by end of day today.

Adjunct Faculty - Even if you are not scheduled for classes this fall, we encourage you to complete the training.

A link to the training was sent to your email from SafeColleges. Your login and password are the same as your regular login. Please contact any member of the HR team if you have a question.



## Fight Back Against Traumatic Stress

The year 2020 has been filled with the kind of trauma most of us have never faced. We're experiencing events ranging from loss of life, to job losses, to demonstrations and racial tensions, to natural disasters. Even if you've been lucky enough to not be personally affected, the 24-hour news cycle can make you feel like you have.

Trauma causes a range of emotions including shock, confusion, fear, grief, numbness and a general sense of being overwhelmed. The resulting anxiety and stress can cause both physical and emotional difficulties such as a general sense of feeling drained, changes in sleep patterns and appetite, a quick temper or just feeling overcome with sadness.

The good news is these are all normal reactions and you can fight back. Here are six tips on how to deal with traumatic stress and anxiety:

1. Minimize media exposure
2. Accept your feelings
3. Challenge your sense of helplessness
4. Get moving
5. Reach out to others
6. Make stress reduction a priority

The One Source Employee Assistance Program (EAP) also has added a number of COVID-19-related seminars. To schedule a seminar, contact HR. The following seminars are available:

- Anxiety in Children and Young Adults During COVID-19
- Managing the Challenges of COVID-19
- Healing Relationships During COVID-19
- Staying Positive During COVID-19
- New Rules – Coping with the Changes of COVID-19
- Grieving in the Time of COVID-19
- Managing Your Mental Health During COVID-19
- When Life Returns to "Normal"
- Finding the Eye of the Storm – a three-part relaxation series

The [Calm Collection](#) videos also are designed to help you feel better in just a few minutes.

Remember, you are never alone! Your EAP is here for you 24/7, 365 days a year. To take advantage of your EAP benefit, call 800-300-0628. Know that your contact with the EAP is completely confidential.



## People and Positions

CCM welcomes the following new employees who were approved by the Board of Trustees at its August 25 meeting:

- Melissa Albright, Executive Director of Marketing and Public Relations
- Catherine Broderick, Assistant Professor, Criminal Justice
- Kerry Connallon, Executive Administrative Assistant, Business and Finance
- Edward Harris, Security Officer, Public Safety
- Alexandra Hoffman, Associate Director, Workforce Development
- Nicholas Miller, Security Officer, Public Safety
- Kara O'Connor, Security Officer, Public Safety

### NOTICES FOR CCMEMO

Email material to both Kathleen Brunet at [kbrunet@ccm.edu](mailto:kbrunet@ccm.edu) and Theresa Gehring at [tgehring@ccm.edu](mailto:tgehring@ccm.edu).

Submissions must be received by 3 p.m. Wednesday.

Looking for past issues of the CCMemo? [Find them here.](#)

**SOCIAL MEDIA**

Please help us market all the good things happening at CCM by sharing college news and events on your social media accounts.

