



January 20, 2023
Volume 2023/684

CCM EVENTS

College Council Meeting

January 26, 12:30 p.m.

<https://ccm-edu.zoom.us/j/96820999000>

Or Dial: 646 876 9923

Meeting ID: 968 2099 9000

Passcode: 097544



[Public Safety Visitor's Registration Link](#)

CCM, Cultural Center and Churches Partner to Help Ukrainians Rebuild Their Lives

When Russia invaded Ukraine in February 2022, Khrystyna Sloan, a CCM student, found herself frightened, horrified and depressed over what was happening to the people in her home country. Meanwhile in Ukraine, Viktoriia Zolotarova, found her region the site of massive missile attacks that destroyed the area's electrical, gas, water and communications systems, along with hospitals, schools, banks, bridges and her home.

"Rockets, bombs from planes, including banned phosphorus bombs . . . all this rained down from the sky nonstop," recalls Zolotarova, communicating with the assistance of a translator.

Hearing of such atrocities, Sloan, who had left Ukraine at age 22, made a decision. "I could either remain depressed or focus on positivity," she says. Her answer was to serve as a volunteer at the Ukrainian American Cultural Center of New Jersey (UACCNJ) in Whippany. There she has helped organize fundraisers and collections to send essential items to the people of Ukraine. To help those who had fled the country as refugees, she became part of a group that approached CCM about providing free ESL classes at UACCNJ, so parents can learn while their children participate in other activities.



Irena Kaler, director of Workforce Development and Community Partnerships, says they initially expected about 20 students would enroll for the classes – beginners and intermediate. They ended up with more than double that amount.

"The classes offered by CCM are a huge help for me and others," says Zolotarova, who was the director of Europe's largest insurance group and is now a part-time cashier at Dollar General. "This is a huge help to Ukrainian refugees who were left without a home and whose lives were shattered to pieces."

She adds, "I am very grateful for the opportunity to study for free because at the moment I earn no more than \$700 a month and cannot pay for my studies, and I need English like air."

Helping to cover the cost of instructors and textbooks are the pastors and church members of the Presbytery of the Highlands of New Jersey. So far more than \$3,000 has been contributed. Kaler notes, however, that as more Ukrainian refugees come into the area the demand will grow, and those in the beginner-level classes also will need to continue to advance.

Zolotarova, who holds degrees in chemical engineering and banking from Ukraine, has no plans to return to her home country. Her hope now is to rebuild her life in the U.S.

"My home and region are completely destroyed. Only ruins remain. Now I am building my life in the USA from scratch," says Zolotarova. "My dream is to go to college to get a degree in order to build a career in the USA."

Donations to support the ESL classes at UACCNJ can be made via the CCM Foundation at <https://bit.ly/CCMFoundation-Donate>; note in the Other Designation field that the funds are to go to "UACCNJ ESL Classes."

Viktoriia Zolotarova in the hallway of the Ukrainian American Cultural Center of New Jersey where she is learning English after being forced to leave her country.



On January 12, **Dover College Promise** students presented at Dover High School the video they created to celebrate the town's 300-year history. The students

were led by DCP Coordinator Ed Lopez and Education Specialist Juan Osorio and assisted by volunteers and members from the Dover community. Pictured are (bottom row, l-r) Amy Sanchez, EOF Student/DCP Mentor; Elena Mejía, Lady Cabrera, and Odalis Silva, DCP Student Project Managers; Lizzy Banegas, DCP Student and Nathalia Gómez, Student Actress. (Top row l-r) Michael Soto, EOF Student/DCP Mentor; Eduardo López, DCP Coordinator; Daniella Mendez Dover BOE president; Richard Kelly, Dover Area Historical Society Curator; Julian Gomez, Executive Director EOF/DEI and IDEA Cultural Director; Willy Carmona, Dover Music Teacher/Writer and performer of original music for the video.



Achieving the Dream Coaches Coming to Campus

CCM's Achieving the Dream (ATD) coaches will be visiting the campus on Monday, January 30, and will hold two sessions that will be open to the college community. Everyone is welcome to take part in the following sessions, which will be led by Daryl Davis, ATD Coach and Assistant VP, Analytics & Reporting, Institutional Research, Valencia College.

1:45 – 2:45 p.m.
LRC 121

Data Identity/Data Governance – Conversation around data, data governance/data literacy and how each identity plays a role across all campus area.

3 – 4:30 p.m.
LRC 121

ICAT 2 results – Capacity Café – Interactive Session

Meet the Artist at The Women's Center Open House

When [The Women's Center](#) reached out to CCM's Department of Art and Design to inquire about artwork it might display in the center, it was fortunate to be put in touch with [Mary Ann Kohaut](#), a CCM student and artist recommended by Professor Keith



Smith. After meeting Kohaut and seeing some of her work, The Women's Center was thrilled that she agreed to a limited exhibition at The Women's Center from January to May.

The Women's Center invites CCM colleagues, center participants and interested community members to attend its Meet the Artist Open House on Thursday, January 26, from 3 to 6 p.m. to view the exhibition, meet Kohaut and learn about services offered through The Women's Center.

The Women's Center is located in the SCC, Room 115. Normal business hours are Monday-Thursday 9 a.m. – 4 p.m.

Watch PBS Videos for Free

You can stream PBS videos from the CCM Library: Nova, American Experience, Nature, Great Performances, Ken Burns, Poetry in America and more.

To access:

- Go to www.ccm.edu/library
- Click on Articles & Databases
- Scroll down and click "PBS Video Collection".
- Enter your CCM Username and Password.
- Search by keyword or browse through the PBS collection.
- Click on the play button.

Questions? Please call the library at ext. 5300.

COVID-19 Protocol Update



There is currently no public health emergency associated with COVID-19 in New Jersey. As such, there is no longer a requirement for Human Resources or the Office of the Dean of Students to collect vaccination records, require weekly testing, perform contact tracing, report exposures or notify coworkers or the college community when an employee or student tests positive for COVID-19. Effective immediately:

EMPLOYEES

- If you are sick, you should not come to campus. Contact your supervisor to report your illness.
- Requests to work from home must be approved by your Vice President.
- A doctor's note may be required. Please review your union contract or contact Human Resources for more information.

STUDENTS

- Students should review the absence reporting policy in their syllabus for each class.
- Student absences do not need to be reported to the Office of the Dean of Students.

At the last Pandemic Response and Support Team meeting, there was consensus that the college return to pre-pandemic methods for reporting illnesses. As a result, the above changes have been made.

Contact Vivyen Ray at vray@ccm.edu (ext. 5039) or Karyn Norberg at knorberg@ccm.edu (ext. 5035) if you have questions.

Where to Put Your New Parking Decal *Rear Window, Driver's Side!*

Public Safety continues to issue new parking decals to our employees. Remember, adhere the decal on the outside of your rear window, driver's side, bottom left corner. [Here](#) you can watch a short video.

The CCM Marketing Calendar

If you would like a 2023 CCM Marketing Calendar, please email Kathleen Brunet at kbrunet@ccm.edu. Over the last several years, Marketing & Public Relations has produced a calendar to highlight the accomplishments of faculty, staff and administrators and the college's service to the community.



Blackboard Moving to a New Interface

Blackboard will be moving to a new user interface and CCM will be moving to Blackboard's Base Navigation user interface for Fall 2023. Base Navigation is a more modern and intuitive user

STUDENT SERVICES

The Library
[In-Person and Remote Service](#)

Online Tutoring Center
For more information, click [here](#).

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.

AIG (formerly VALIC) representative MaryAnn Bradford is available for individual appointments. Select this link to schedule an appointment [Click here to schedule a virtual meeting or phone appointment](#)

Empower (formerly MassMutual/Hartford) representative Kenneth Quarnaccio is available for individual appointments, contact him at 848-248-4313 or by email at kquarnaccio@gittermanwealth.com.

Empower (formerly Prudential) representative Raymond Allocco is available for individual appointments for the ABP or the DCRP plans, contact him at 973-908-9619 or by email at Raymond.allocco@empower.com.

Equitable representative Marc Sheridan is available for individual appointments, contact him at 908-230-2042 or by email at Marc.Sheridan@equitable.com

MetLife/Brighthouse representative David Sharpe is available for individual appointments, contact him at 973-575-3254 or by email at dsharpe@financialguide.com.

TIAA representative Christian Hawkinson is available for virtual appointments: Click here to login and schedule a meeting with me or in-person appointments: www.tiaa.org/schedulenow.

Voya representative John Murray is available for individual appointments, contact him at 609-234-3369 or by email johnmurray@voyafa.com.

NOTICES FOR CCMEMO

Email material to Kathleen Brunet at kbrunet@ccm.edu.

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

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

Payroll Exempt W4 Reminders

The IRS requires you to complete a new W-4 form each year if you are claiming exemption from federal tax withholding. If you wish to claim exemption from withholding in 2023, you must make this choice on a new W-4 form and submit the original document to Payroll no later than February 15, 2023.

Questions? Reach out to the Payroll team at payroll@ccm.edu for assistance.

Your W-2 for 2022

Payroll is pleased to offer electronic delivery of your W-2 for 2022 by January 31. Your W-2 will be available for viewing and downloading by logging into [Titan's Direct](#). If you have any questions or concerns, reach out to the Payroll team at payroll@ccm.edu.

Free Exercise Classes



Free Faculty and Staff Fusion Exercise Class of Yoga/Light Cardio/Strengthen and Stretch with Professor Trayer Run-Kowzun

Where: CCM HPE 120

When: Monday, 5-6 p.m. from January 23 to May 8

Where: Remote Webex (CCM email needed to join the class)

When: Friday, 4:30-5:30 p.m. from January 20 to May 26

Email trunkowzun@ccm.edu to obtain the link.

interface. The Base Navigation interface is also mobile responsive, which is important as many of our students work on their mobile devices.

Base Navigation changes the "look" of the Blackboard entry page, but it does not affect course setup and interface. Please watch the videos below.

[Blackboard Navigation - Instructor Overview](#)

[Blackboard Navigation - Student Overview](#)

The Solution Center has created a sandbox in the Blackboard Test environment for all 22FA Blackboard users. Please access the Blackboard test environment [here](#).

Enrollment Teams to Offer Extended Office Hours

To better serve students, several departments across the campus will be offering extended hours. Bursar, Financial Aid, Counseling, Campus Life, Testing, Accessibility Services, Admissions, TASC, Records & Registration and the Bookstore will be providing extended hours from 8:30 a.m. to 6:30 p.m. on the following dates:

- Monday, January 23
- Tuesday, January 24
- Wednesday, January 25
- Thursday, January 26.

Fridays are excluded when those offices will be open during regular business hours, 8:30 a.m. to 4:30 p.m.

Starting the week of January 30, those offices will resume regular hours of operation:

- Mondays and Thursdays, 8:30 a.m. to 6:30 p.m.
- Tuesdays, Wednesdays and Fridays – 8:30 a.m. to 4:30 p.m.

SOCIAL MEDIA

Help us communicate all of the good things happening at CCM by liking, sharing or commenting on the college's social media posts and pages.

