

County College of Morris Employee Newsletter



Dover College Promise Students Visit CCM

Twenty-five Dover High School seniors, part of the Dover College Promise (DCP) program, visited CCM on March 7 for their College Engagement Day. Their visit provided them with a view of college life and to learn what it takes to enroll and succeed at CCM. During their campus tour, they met representatives from different areas of the college, including TASC, EOF, Admissions and Financial Aid. They also attended a show at the Planetarium and visited Dragonetti Auditorium and LRC.

March 20, 2023 Volume 2023/692

CCM EVENTS

College Council March 23, 12:30 p.m. Join Zoom Meeting: https://ccm-edu.zoom.us/j/92586924585 Or dial: 646 876 9923 Meeting ID: 925 8692 4585 Passcode: 884211

Planetarium Shows Cohen Hall, Room 207 March 21, 12:30 p.m.

Apocalypse Art Gallery Through April 6

Spring Open House April 15, 9, 10 and 11 a.m.

Diversity Festival Davidson Rooms and outside the SCC April 18, 12:30 to 2 p.m.



Public Safety Visitor's Registration Link



Congratulations to the following employees and departments who were recognized at the March 9 Employee Recognition Ceremony. You make us #CCMProud! Thank you to Colleen McArdle, director of Special Events, for writing and directing the program, to Colleen and Joe Schilp, associate director, Media Center for the Year in Review video and to Professor Terence Duncan, Department of Music, Performing Arts and Music Technologies and Dr. Maureen Stivala,

student success specialist, TASC for serving as Masters of Ceremonies. The delicious cookies were provided by CCM Culinary students and an additional special thanks for the CCM Volunteer Club. To view additional photos from the ceremony, go to https://www.flickr.com/photos/63332084@N03/albums.

Titan Award 2022-23

Pride **Campus Store**

Innovation

Dr. Philip Chase, assistant chair and professor, Department of English and Philosophy Laura Driver, professor, Department of English and Philosophy Anthony Horbert, instructor and coordinator, Advanced Manufacturing and Engineering Center

Impact

Caitlin Burns, chair and professor, Department of Biology and Chemistry Faculty, Department of Biology and Chemistry Educational Opportunity Fund (EOF)

Community Impact Media Center **Creative Leadership Club** Edith Nelson, previous acting director and counselor, Educational Opportunity Fund (EOF) The Moving Wall Committee





Teen Arts -- Dr. Karen Danna, professor, department of Sociology, Economics and Anthropology Teen Arts -- Kelly Whalen, chair and professor, Department of Art and Design

Unsung Hero

Dr. Pamela Marcenaro, assistant vice president, Enrollment Management Gene Moss, administrative assistant, Educational Opportunity Fund (EOF) Richard Watt, media services facilities supervisor Joan Weiss, coordinator, Tutoring Center

President's Titan Award **Marketing & Public Relations**

Lifetime Achievement Award Denise M. Bell

Honored for 10 Years of Service were: John Bale, Winfield Bennett, Wilfredo Cardona, Daniel Cleary, Geoffrey Cullen, John Elmuccio, Khaled Jerai, Iris Kaifa, William, Kelly, Robert Kern, Dean Kiernan, Suzanne Lowery, Dee McAree, Mary Olson, Peter Panos, Robert Pauwels, Elizabeth Potenza, Mona Ressaissi, John Rutkowski, Jennifer Schafer, Bernadette Schicho, Magdy Sharoupim, Phebe Soliman, John Soltes, Kyle Spender, Christopher Tacinelli, Anna Tylor, Nancy, Veloso, Lisa Volante.

Honored for 20 Years of Service were: William Briggs, Nancy Binowski, Catherine Chambers, Dr. Philip Chase, Christopher Furth, Efrain Guzman, John Hester, Matthew Johnston, Lakshmi Kattepur, Andrea Kelly, Joel Levy, Cheol-Woo Nam, Teresa Roccanova, Jack Sullivan, M. Celeste Wayne.

Honored for 30 Years of Service was Kathleen Prokop, Karen VanDerhoof.

If you were unable to attend the ceremony to receive your award, please stop by the Foundation Office, Henderson Hall 211 or email <u>cmcardle@ccm.edu</u>.

Share Your Titan Spirit

No one knows better than you what makes CCM a great choice for students! And one of the best ways for people to learn that is at one of our Open Houses where students can see for themselves all that CCM has to offer. Share the message below with your professional contacts who may be able to promote the event to those who would benefit from visiting our campus on April 15.

The CCM Spring Open House is Right Around the Corner * Mark Your Calendar for April 15



Whether you are committed to learning the skills to compete in the workforce, challenging yourself during high school by taking college courses or earning a degree, County College of Morris is the place where you can Earn Big and Save Big!

Register Today for CCM's Spring Open House

STUDENT SERVICES

The Library In-Person and Remote Service

Online Tutoring Center For more information, click <u>here</u>.

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. <u>Click here to schedule a virtual</u> <u>meeting or phone appointment</u>

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 <u>dsharpe@financialguide.com</u>.

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

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

Foundations of Targeted Violence Prevention E-Learning Module

Public Safety, with the CCM Safety Committee's endorsement, has been working on providing resources, and developing a positive safety climate and situational awareness for our community. With the recent Professional Day and Campus Safety training, the office of Public Safety has found a newly released FREE, voluntary eLearning course from the Department of Homeland Security (DHS) titled <u>Foundations of Targeted</u> <u>Violence Prevention that</u> you can take; this training is also encouraged by the Safety Committee. When you

have the opportunity, review the training. behaviors is a community

The goal of this eLearning public on *threatening or behaviors* and where to opportunity for targeted violence from in preventing targeted



please take the time to Recognizing concerning effort.

module is to educate the *potentially concerning* report them, providing an intervention to prevent occurring. It seeks to assist violence by empowering

community members to recognize threats or potentially concerning behaviors, understand what behaviors may be displayed by a person who is on a pathway to violence, learn where to report information of concern and understand how the information reported will be used to keep our community safe. While enrolling, list "1" for attending, pick "Other" for Organization Type. If needed you can start the training, pin the site to return to and complete later.

If you have any questions regarding the training, please contact Public Safety Director Steve Ackerman at ext. 5554 or Associate Director John Fichter at ext. 5556 or call the main number 973-328-5550. You can direct any non-emergent safety concerns to the Safety Committee Co-Chairs, Dr. Maureen Stivala and Professor Frank Pietropollo.

Leave Balance Updates

Each year at this time, employees are asked to check their leave balances against the records maintained through Human Resources and Payroll to ensure their records match so that time is not lost in the new fiscal year which begins July 1st. Employee leave balances are available on Titan's Direct.

Full-Time Employees

Leave balances for full-time employees have been frozen as of February 22nd, 2023. Full-time employees should review their time-sheet balances as of this date and advise HR if you have any discrepancies compared to the time shown in Titan's Direct. If your records match, you do not need to do

National Benchmark Surveys



The Office of Institutional Effectiveness (IE) national benchmark surveys are to be administered beginning Monday, March 20. None of the surveys require use of class time and all are administered via email. The anything. If you have a discrepancy(ies), please email Donna Barnes in HR at <u>dbarnes@ccm.edu</u> by Friday, April 7th, 2023. The email should state the leave plan(s) and the amount of the discrepancy(ies).

As a reminder, employees may carry over vacation days and compensatory time according to their individual contracts and should refer to their respective contract for details. Below is a summary:

<u>AAPF</u>: Vacation Maximum Carryover: Employees hired PRIOR to 5/22/10 can carry over up to 44 days; Employees hired AFTER 5/22/10 may carry forward accrued vacation up to the equivalent of one year of earned vacation.

Comp Time Maximum Carryover: 35/40 hours on June 30. An employee may request permission to use excess hours in July or August.

<u>CCMSA</u>: Vacation Maximum Carryover: Earnings for one year (Accruals vary with years of service).

Comp Time Maximum Carryover: 35/40 hours on June 30. Employees with at least 10 years of continual service may request to use remaining excess hours in July or August.

MANAGEMENT: Vacation Maximum Carryover: Employees hired **PRIOR** to 5/22/10 can carry over up to 44 days; Employees hired **AFTER** 5/22/10 may carry forward accrued vacation up to the equivalent of one year of earned vacation.

CONFIDENTIAL ADMINISTRATIVE SUPPORT STAFF:

Vacation Maximum Carryover: *Earnings for one year* (Accruals vary with years of service).

Comp Time Maximum Carryover 35 hours on June 30. Employees with at least 10 years of continual service may request to use excess hours in July or August.

Part-Time Employees

For part-time employees, balances are as of the current pay period and are updated each time payroll is run. Accruals for part-time employees are based on hours worked and accrued each pay period. Therefore, balances are always current and part-time employees do not need to do anything. Part-time employees may carry over up to 40 hours of accrued sick leave into the new fiscal year.

Free Planetarium Show



Student Satisfaction Inventory (SSI) measures student satisfaction and priorities, demonstrating how satisfied students are and what issues are important to them. The Institutional Priorities Survey (IPS) delivers the employee perspective and, when used simultaneously with the SSI, will help the college gain a better understanding of our campus climate. IE values your honest feedback and encourages all to participate.

IE encourages all employees to participate and asks that you encourage your students' participation as well. Student and employee input is important to the college's future, and these survey data will help CCM make better decisions and improve service delivery.

Once survey results become available, IE will host a series of sessions across campus to use the results data to document planned improvements. Ruffalo Noel Levitz, a nationally recognized survey company, has been conducting research with these surveys for 20+ years. To learn more about its surveys, click <u>here</u>.

Some Reading for Women's History and Irish History Month



March is Women's History Month and the library has put together a list of books by women, about women, celebrating women – https://ccm.on.worldcat.org:443/list/19282099.

In addition, March is Irish History Month and the library has organized a collection about Ireland: Irish history, myths, folklore and literature – https://ccm.on.worldcat.org:443/list/19289020.

Commencement 2023 Regalia

The Longo Planetarium is offering free shows again this semester for staff and students every third Tuesday of the month at 12:30 p.m. The show on March 21 will feature the popular show "From Earth to the Universe," providing an overview of the history of astronomy and what's learned about the Universe over the past couple of hundred years.

The show is 30 minutes long and starts promptly at 12:30 p.m. in Cohen Hall, Room 207.

The Creative Leadership Club

The Creative Leadership Club will meet on Friday, March 31, noon to 1 p.m. to make spring grapevine wreaths. If you would like to join the club in making this craft, please contact Edie Nelson at <u>enelson@ccm.edu</u> or ext. 5268.



The ordering site for Faculty/Administration academic regalia rentals is now live at <u>https://ccmfaculty.shopoakhalli.com/purchasewizar</u> <u>d/Welcome</u>. Please place your order before the March 30 deadline.

The 2023 Commencement Ceremony takes place May 25. Visit <u>https://www.ccm.edu/graduation/</u> for more information.

Special Snack/Lunch Options



Retirement Counseling



Equitable representative Marc Sheridan will be in Henderson Hall 107 on Wednesday, March 22, 2023 from 10 a.m. to 2 p.m. for retirement counseling meetings. To schedule an appointment email marc.sheridan@equitable.com or call Marc at (908) 230-2042.

March At-Home Baseball Games



Wed, March 22 Del Tech (single 9) 3 p.m. Sat, March 25 Lackawanna (DH) noon Sun, March 26 Sullivan CC (single 9) noon Wed, March 29 Westchester (single 9) 3:30 p.m. Fri, March 31 Lehigh Carbon(single 9) 3:30 p.m.

Derby Daze



Save the New Date



Diversity Festival

Organized by the Diversity Committee, the festival is designed to engage the entire campus community in a range of activities to celebrate the diversity that is CCM. All are invited to this event held on Tuesday, April 18, from 12:30 to 2 p.m. in the Davidson Rooms and outside the SCC. Please share the date and encourage student participation and attendance!

Support the Foundation at this year's annual Gala on May 4. Cocktail hour with games, activities and tricky tray prizes, plus the opportunity to design your own hat in the Mad Hatter Hut begins at 6 p.m. Specific information about the program, along with ticketing sponsorship, be found and may at http://bit.ly/3ZQgOfy.

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.

