



April 7, 2023
Volume 2023/695

CCM EVENTS

Spring Open House

April 15, 9, 10 and 11 a.m.

Diversity Festival

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

Derby Daze Gala

May 4, 6 – 10 p.m.
Brookdale County Club



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

[Pomptonian Online Ordering](#)



CCM Presents "The Scarlet Pimpernel" *Delighting Audiences with a Swashbuckling Adventure*

Enjoy a swashbuckling adventure with a performance of "The Scarlet Pimpernel," presented by the Department of Music, Performing Arts & Music Technologies.

The musical is based on Baroness Orczy's famous 20th-century novel about the French Revolution and the battle for liberty, equality and fraternity. With an epic, sweeping book by Nan Knighton and a rousing and passionate score by Knighton and Frank Wildhorn, "The Scarlet Pimpernel" is a colorful window into 18th-century French and British history. The show's most popular numbers include "Into the Fire," "When I Look At You," "You Are My Home," "She Was There" and "I'll Forget You."

Show dates are Wednesday – Saturday, April 19 – 22, at 7:30 p.m. in the Dragonetti Auditorium. General Admission is \$15 and \$10 for CCM students, alumni, children under 12 and seniors 62 and over. To purchase tickets, go to <https://bookstore.ccm.edu/category/tickets-events/theater-shows>.



Professors **Michelle Altieri** and **David Pallant**, Communication, recently served as presenters at the New Jersey Communication Association Conference at Kean University. At the conference, they spoke about Post Pandemic Public Speaking Courses and how the pandemic forced those classes to go online and how they may now need to be adjusted to teach them for virtual campuses.

Melissa Albright, Vice President of Marketing, Public Relations and Enrollment Management, has been named the 2023 "Rising Star" by the National Council of Marketing & Public Relations (NCMPR). Last year, she was named a "Rising Star" by NCMPR District 1. The Rising Star Awards recognize community college newcomers who have demonstrated special creativity or ability in marketing and PR.



Free Planetarium Show

The Longo Planetarium is offering its final free show to employees and students for the Spring Semester. The presentation on Tuesday, April 18, will feature the popular show "Out There: The quest for extrasolar worlds" featuring the fascinating new planets being discovered orbiting nearby stars. The show is approximately 30-minutes long and starts promptly at 12:30 p.m. in Cohen Hall, Room 207.

Be Our Guest Chefs Competition



The CCM Gourmet Club will be holding a "Be Our Guest Chefs Competition," open to employees, students and their families and friends, on Friday, April 21, from 3 to 6:45 p.m. Six teams of two chefs will compete, so early registration is encouraged before the spots fill up. Each team will be provided with a black box of ingredients and a "sous chef" from the Culinary Program to create a culinary masterpiece. Judging will be done by up to 100 guests at a dinner before the showing of the Scarlet Pimpernel that evening. Tickets to take part in the competition are \$25 per person and can be purchased at <https://bookstore.ccm.edu/be-our-guest-chef-competition>. To purchase tickets for the Dinner and a Show, which are \$30 each, go to <https://bookstore.ccm.edu/combo-admission-be-our-guest-and-scarlet-pimpernel>.

Share your Titan Spirit at the Open House



The CCM Titan Spirit is building as we prepare to welcome prospective students at the upcoming Open House on April 15 and we can't do it without you! Will you consider joining the Admissions staff as a volunteer to welcome, direct and assist our guests throughout the day? Your

Books to Grow Your Garden



Looking for ideas or tips for planting and taking care of a garden? Check out the gardening books at the library: <https://ccm.on.worldcat.org/list/19373810>.

NEW: Regular Campus Construction Updates

The CCMemo will be home to regular campus construction progress updates. The updates will occur every other week, or as necessary, to keep our CCM community updated on the work underway.



Significant concerns should be directed to the Business & Finance department at ext. 5012 and safety concerns can be communicated with Business & Finance or Public Safety directly at ext. 5550.

Academic Complex Elevators and Thirds Floor Walkway

The project duration will be 1.5 years. The contractor has set up the initial project area and started exploratory work in the building to plan for the third-floor walkway structure. All permitting is in place, and on the exterior, you will see construction fencing. Excavation work will begin the week of April 10 for the two elevator towers with foundation and underpinning preparation following. Initial work, during the Spring Semester, will include the exterior elevator towers, connections into the adjacent corridors and prep work for the columns down through the building to support the walkway. There will be noise from the work outside, but circulation disruptions should be minimal.

This project will provide much needed accessibility (ADA) access to the third floors of Cohen, Sheffield and DeMare Halls with larger elevator cabs. The third-floor connections will improve circulation and provide additional options for emergency egress. The old elevators and equipment rooms will be converted to fully ADA-compliant gender-neutral restrooms and additional building storage. This project is funded through the College's Chapter 12 appropriation and was approved by the county.

Allied Health Renovations (Sheffield Hall)

Plant & Maintenance (P&M) staff are finishing up the initial renovations and expect that to be completed the week of April 10. When complete, P&M will begin preparations for Faculty/Academic office renovations on the third floor of Sheffield Hall.

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. [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 him 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](#).

enthusiasm and CCM knowledge will make all of the difference for our visitors!

WE NEED YOUR TITAN SPIRIT!!!!

Please note that as a volunteer, you will not be eligible for comp time for this program. However, we will be providing a CCM polo shirt for each volunteer and will have a break room in HPE filled with all types of delicious refreshments, including hot coffee/tea and pastry, plus lunch to help keep you fueled throughout the event!

Please click on the link below and provide the requested information by Wednesday, April 5. This form is NOT for staff/faculty who are staffing a department table, participating in an academic showcase or working for their department/student support office.

[Open House Volunteer Form](#)

As the date approaches, you will receive your specific assignment and instructions for the day. On behalf of the Division of Enrollment Management, please accept our appreciation for your immense contributions to our recruitment efforts and for helping aid the growth of CCM.

The Spring Open House, Saturday, April 15
8 a.m. - 1:30 p.m.
(The program begins at 9 a.m. for guests)

As a reminder, Tax Day is not until Tuesday, April 18.

Cybersecurity Training



Employees need to complete the Cybersecurity Training by April 14. Go to <https://training.knowbe4.com/> to start your training.

PLEASE NOTE: You will receive an automated e-mail coming from the KnowBe4 training system. Please do not reply to this e-mail. If you experience any issues with this training or have any questions, contact the Solution Center at solutioncenter@ccm.edu or ext. 5600.

Commencement Volunteers Needed



The college would like to offer the opportunity for staff and faculty to assist as volunteers for this year's commencement ceremony, which takes place at the

Volleyball Tournament

Come watch or play in the Volleyball Tournament for Autism Awareness Month on Tuesday, April 11, from 12:30 to 2 p.m. during College Hour at the Health and Physical Education Building. All staff and faculty members are invited to join the Student Government Association and the Student Activities Programming Board in raising money for [ECLC](#) of Chatham, a special needs school with 170 young students. Donations are suggested to get into the gym to watch or play in the tournament. Sign up to play [here](#).



Derby Daze Internal Ticket Pricing



The Foundation is pleased to announce that CCM employees will be offered an internal individual ticket price of \$275 to attend the Derby Daze gala. Support the Foundation at this very special venue for an evening of fun and fundraising in support of our students. To purchase a ticket at the internal price, go to <http://weblink.donorperfect.com/internal>. Tickets for the gala also can be paid for through payroll deduction by contacting pwilliams2@ccm.edu.

This year's gala takes place Thursday, 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.

Should you wish to have a hat in advance, Madd Hatter Hats are on sale now. Custom hats also can be purchased at the event. You also can preorder a hat, bow tie and pocket square! To purchase a hat, stop by the Foundation office at HH 211 or contact cmcardle@ccm.edu.

Helping Employees Through Personal Problems

When large life events occur in an employee's personal life, it may affect their work as well. Suppose you notice that one of your employees who used to be consistently on time, productive and jovial, is now consistently late, sad and apathetic. When you see a drastic change in an employee's attitude or performance, there may be a non-job-related problem that's affecting him or her. As a supervisor, you can help your employee work through their problems so that he or she can get back to being an effective team member.

Investigate the choices your employees have:

- Can they take time off with pay to handle an at-home problem?

Mennen Arena at 10 a.m. on Thursday, May 25. Volunteers should arrive at Mennen by 8 a.m.

If you would like to volunteer, email knorberg@ccm.edu or rgrant@ccm.edu.

Faculty members should don a cap and gown to be part of the commencement ceremony, but may also wish to assist at the candidate sign-in tables. This is a wonderful opportunity to speak with the students and congratulate them prior to the ceremony.

At-Home Softball Games



Tues, April 11	Mercer	3 pm
Thurs, April 13	Lackawanna	3:30 pm
Sat, April 15	Salem	Noon
Tues, April 18	Orange	3 pm

- Are there policies or resources that help with drug or alcohol addiction?
- Are counseling services or referrals (for fee-based and non-fee-based agencies) available?
- Can human resources suggest any further options?

Stay aware:

As you are helping an employee through his or her problem:

- Stay connected with the employee.
- Monitor his or her progress and provide support.
- Ask how he or she is doing and help with further counseling, if needed.
- Determine what your expectations are, and when you expect the employee to return to full productivity.
- Decide what you'll do if job performance is still unsatisfactory after a certain period.

If you'd like to learn more about helping employees through large life events, lean on your Employee Assistance Program (EAP), New Directions. The college's EAP offers free, confidential services like counseling, legal and financial resources, local referrals, life coaching, online toolkits, and more. To learn about what is available, visit <http://eap.ndbh.com/> and enter company code **ccm**.

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.

