

# The CCMemo

## Upcoming Events

### CCM Performing Arts Musical "Hair"

October 29 - November 1, Dragonetti Auditorium  
7:30 p.m. with a 2 p.m. performance on Nov. 1

The hippie, rock musical that changed Broadway forever is back on stage for CCM's 40th Anniversary with hits like 'The Age of Aquarius', 'Good Morning Starshine' and 'Hair'. Join us as the moon enters the seventh house and Jupiter aligns with Mars. \$15 General Admission; \$10 for students, seniors 62 and over, and children under 12.

### Open Enrollment Deadline

October 31

This will mark the end of open enrollment period for calendar year 2009.

If you would like to make changes to your health or dental plans or enroll in the Flexible Spending Plan, your forms MUST be received by Human Resources by TODAY, October 31.

You can make changes to your supplemental retirement plans 403(b) and 457 (b) at any time. The IRS limit for calendar year 2009 is \$16,500; employees age 50 or older can contribute an additional \$5,500 in 2009.

### Storytelling Festival

November 2

10 a.m. - 4 p.m., SCC

The festival will begin with a workshop for parents and teachers to be held from 10 a.m. to noon. Participants will learn how to find, select and tell a story. Using three tales from different countries, participants will discover how to use their voice and gestures to enhance a story. Teachers will also have an opportunity to discuss ways to integrate story telling into the curriculum. Six sessions of story telling and music for all ages will run from 12:30 - 4 p.m.

Registration deadline is October 31. For more information contact ext. 5076 or go to [www.ccm.edu](http://www.ccm.edu).

### Daylight Savings Time - Clocks Fall Back 1 Hour

November 2

## Spread good cheer to fellow employees

*Did you know that you can help your fellow employees and their family go to college? Each year the CCM Foundation sponsors a holiday Foundation Scholarship Greeting Card. Here's how it works. In lieu of mailing holiday cards to your friends at CCM, you send the money it would have cost you to the CCM Foundation. That money is held in a special fund and awarded to full-time CCM employees or eligible family members to help them pay for books and fees. The Foundation creates one big holiday card, including the names of all the contributors, and distributes it to the entire campus community. Call the Financial Aid Office or the Foundation Office for the official scholarship criteria.*

*Since we plan to "go green" this year and send out an e-card, there is no need to send us your signature along with your check. (In the past, we requested a signature in black ink that we included in the card.)*

*Send your donation to Roxanne Smith HH 119. Make your check payable to the CCM Foundation. No donation is too small or too large.*

## Communication methods during inclement weather

Inclement weather is officially here. CCM will use two methods to communicate delayed opening or closing messages. Please share this information with your students.

- 1) Check the CCM website at [www.ccm.edu](http://www.ccm.edu).
- 2) Call the emergency information number 973-328-5580.

Note that *we will no longer use radio stations to communicate weather related closings*. Our new phone system can accommodate many, many callers at one time.

The college makes every effort to communicate closing or delayed opening information as soon as possible.



---

## Academic Advisement Week

November 3 - 7

Share with current students. For a complete calendar of events direct students to [www.ccm.edu](http://www.ccm.edu).

### CTE Workshops

**Word** (switching to Office 2007)

November 3 - 2:30 p.m., D 216

**Outlook** (switching to Office 2007)

November 4 - 2:30 to 3:30 p.m., D 216

**Excel** (switching to Office 2007)

November 6 - 3 p.m., D 216

**Coping with Busyness**

November 10 - 2:30 to 3:45 p.m., LRC 115

To register for a workshop contact ext. 5315.

### Election Day - "VOTE"

November 4

### "Shapes in the Sky 25 - Greatest Hits 2008"

November 8

11 a.m., 1 and 3 p.m.

This is part of our series of programs dedicated especially for children ages 3 to 7, with fun for every age! This year-end edition will feature the favorite stories from the other Shapes in the Sky programs of 2008.

### Free 40th Anniversary Lecture Series

November 10

10:30 - 11:30 a.m., SCC Davidson Room

As part of its continuing series of free lectures, CCM will present "40 Years of Fashion: A Retrospective from the 60's to the Present." The presentation, led by CCM's Professor James Howard, will highlight fashions that have been the driving force of the industry, including archival slides of CCM staff and students.

### Free Workshop on the Financial Aspects of Divorce

November 11

7 - 9 p.m., SCC 221

A Certified Financial Planner/Certified Divorce Financial Analyst will address several issues which will include the tax implications of alimony and child support as well as the effects of divorce regarding retirement, pension plans, insurance and children's education.

Registration is requested. Call ext. 5025.

10/31/08

---

## Kudos - Professor Hunter

Dr. William Hunter of the Biology and Chemistry Department has been appointed to the Board of Directors of the Pocono Community Theater. The theater, just 45 minutes from CCM, will specialize in presenting independent films. The theater has three screens, and a gourmet coffee shop that provides lattes, cappuccinos and bakery goods that you may enjoy while watching a show. An art gallery located in the theater's lobby will host local talent. Pocono Community Theater is located at 88 Cortland Street, East Stroudsburg, PA (minutes from East Stroudsburg University).

The grand opening gala is scheduled for November 22 from 6 - 8 p.m. The gala will host both live and silent auctions and films will be shown starting at 8 p.m. Dr. Hunter invites everyone "to experience the nostalgic charm and intellectual atmosphere that the Pocono Community Theater experience provides."

---

## Application for Promotion in Rank

November 3 is the deadline for all full time faculty members who want to be considered for promotion in rank. For a blank copy of the Application for Promotion in Rank form go to <http://www.ccm.edu/spider/pdf/rankpromo.pdf>.

Evaluation of faculty for this purpose follows the procedure outlined in the current faculty contract, pages 20 to 23. The timeline for this procedure is further detailed on Spider at <http://www.ccm.edu/spider/article.asp?thisHeadline=179&thisDept=Academic%20Affairs%20Links%20and%20Information>

Before submitting your application, please review the minimal standards for promotion explained for each rank in the current contract.

---

## Faculty Conference Participation

On October 18, Dom D'Stefan and Parthy Iyengar from Engineering Technology Department attended the American Society for Engineering Education Middle Atlantic Section Fall Conference 2008 at Stevens Institute of Technology. The conference theme was "Engineering Education's Response to 21st Century Workforce Challenges." Many presented papers on how to excite K-12 grade teachers to the wonders of engineering and problem solving methods for real life problems.

---

## Swap and shop

**For Sale:** Bunkbed set with 2 solid wood beds, 2 matching dressers, 2 end table/night stands and an under the bed 3 drawer storage unit. Made by This End Up furniture company. Mattresses not included. \$800. Call ext. 5329.

**Vacation Rental:** St. Thomas, US Virgin Islands. Watch the cruise ships in the turquoise-colored blue water, and golden sunsets over the mountain top from your private balcony. Available February 14 - 21, 2009. Located at Blue Beard's Castle Hilltop II Villas # 252 and 253, two units. You can rent one or save money by bringing the whole family or another couple and take both adjoining units at a discounted price. Rent unit # 253 for \$825/7 nights (resort rental rate is \$240/night/unit); or save dining out dollars by renting Villa # 252 with the kitchen for \$900, or take both for only \$1600/week – that's less than half price!  
Contact [Lbogdany@ccm.edu](mailto:Lbogdany@ccm.edu) or call ext. 5551/days and 201-572-9385/ evenings and weekends.

**For Sale:** 1993 Ford Thunderbird Super Coupe. V-8, automatic, red, 2-door, 120,000 miles, black leather interior, sunroof, power steering, power seats, power locks and power windows. Runs well. \$1,150. Call 973-328-3009. Located very close to CCM.

**For Sale / Rent:** Three or four bedroom ranch in Succasunna. One-car garage; fenced-in yard; off-street parking; 3 miles from college. Rent: \$1600/month plus utilities. Call 973-328-5450.

**Free:** Traditional living room furniture, couch, 2 end tables, coffee table. For more information contact Sandy ext. 5200.

**Free:** White wood kitchen cabinets in excellent shape, great for storage needs in a garage or basement. Brass handles, a few different sizes. Call Gina Martino ext. 5087.

**For Sale:** Ortho Posture Premium Ultra Firm Twin Mattress Set (box spring and mattress) in good condition. \$100 or best offer. Call Barbara on ext. 5059.

**Wanted to Buy:** Used car for new teenage driver. Dad wants it to be reliable. Mom wants it to be safe. Daughter wants it to be cute, cool, and cheap. If you'll be selling a car in the next couple of months that fits the above criteria then please contact [pbernson@ccm.edu](mailto:pbernson@ccm.edu).

**Wanted:** Adjunct faculty needs 2 bedroom apartment, would like to move in by December. Contact Professor James Timbella at 201-245-5494.

**For Sale:** 1998 Honda Civic (blue), good condition, 109,000 miles, automatic 4 door. Well kept, regular oil changes every 3000 miles. Great Gas Miles, 35 MPG. Good tires, brakes, runs fine, reliable transportation. No rust. Has some superficial bumper damage due to being backed into in parking lot. \$4,100. Call 973-598-1351. The car is on campus Mon., Wed., and Thurs. Usually parked in Parking Lot 8 near the front of the HPE building from 8:30 a.m. - 3 p.m. A picture of this car can also be viewed by going to [www.ccm.edu/ccmemo/hondacivic.bmp](http://www.ccm.edu/ccmemo/hondacivic.bmp).

**For Sale:** Series 10 white, right handed electric guitar, decorated with band stickers, and Peavey Audition 110 20 watt amp, \$100. Call 973-543-6787.

**For Sale:** 27.5" x 50.5" brown Ikea desk, \$25. Call 973-543-6787.

**For Sale:** 2003 Honda Odyssey EX-L, excellent condition, 91K, tow package, burgundy, grey leather, power sliding doors. \$10k or best offer, 908-868-7499.

*The CCMemo is published every Friday.  
Deadline for items to be submitted is Wednesday p.m.  
Please send items for submission to [rsmith@ccm.edu](mailto:rsmith@ccm.edu). Thank you!*