

The CCMemo

County College of Morris
Volume 2013 / 262

Employee Newsletter
May 3, 2013

Items of Interest this Week

(click on title below to scroll down to article)

[Students Presented Awards for Outstanding Achievement](#)

[Basic Safety Steps During an Active Shooter Threat](#)

[CCM Director of Alumni Relations a Leader in Her Field](#)

[LHT Department Holding Spring Plant Sale](#)

[CCM Art Club Honors Student Artists](#)

[Fiscal Year 2013-14 Budget Open](#)

[Summer Institute Applications Due by May 10](#)

[Newest Edition of the Youngtown](#)

[Friendly Reminders](#)

Students Presented Awards for Outstanding Achievement



County College of Morris (CCM) recently presented awards to 30 of its students in recognition of their success and leadership abilities. The awards were presented at the 44th annual Campus Life Appreciation Dinner Dance held at the Skylands at Randolph on Tuesday, April 30. Since 1969, CCM has recognized its outstanding students who have been involved in clubs, athletic teams, organizations and performing arts productions. For more, including a full list of recipients, go to <http://tinyurl.com/d2j6pg4>.

Basic Safety Steps During an Active Shooter Threat

Vigilance is a key measure in protecting the CCM community in the event of a threat to life and property. All are urged to be attentive to their surroundings and report suspicious behavior or circumstances immediately. During an emergency, proper planning and action save lives. For your safety, please familiarize yourself with the basic steps for

SCHEDULED EVENTS

Where applicable, click event title for more information

Graphic Design Exhibition

May 1-8 at the Morris Museum

Festival of the Arts

May 3 at 7:30 p.m., Dragonetti Auditorium

Cabaret

May 9 and 10 at 7:30 p.m., DeMare Hall Choir Room

Morris County Teen Arts Festival

May 14 beginning at 8 a.m. on the Randolph campus

May Professional Days

May 15-16

SAVE THE DATES

Commencement

May 23

CCM Picnic

June 14

FRIENDLY REMINDERS

Purchasing Deadlines

- **Miscellaneous (excludes repair and maintenance):** May 10
- **Blanket Order Change Request:** May 31
- **WB Mason Office Supplies:** May 31
- **Blanket Order Releases:** June 14
- **Check Enclosed Orders:** June 14
- **Chartwells (Food Service):** June 14

Olshan Endowment Applications

Applications for the Louise and Samuel Olshan Endowment, which provides grants to faculty for professional development, are now being accepted for Spring 2013. Eligibility criteria and an application can be found at <http://tinyurl.com/bub5xe8>. The grants are provided as follows:

- Up to \$50 for membership in a professional organization
- Up to \$75 for attendance at an in-state professional conference
- Up to \$150 for attendance at an out-of-state professional conference

Applications should be submitted to Dr. Maureen Stivala in Henderson Hall, Room 119, (Room 210 if being hand-delivered) by

dealing with an active shooter threat in the flyer found at <http://tinyurl.com/cezvk4r>.

CCM Art Club Honors Student Artists

The Art Club at CCM has announced the winners of this year's art exhibit featuring the work of students in the visual and fine arts. The winners are Somina Mosaku, Best in Show; Mike Dziomba, Award of Merit; Rachel Brady, Honorable Mention and Susan Brown, Art Club Purchase Award. The winners will receive gift certificates to Jerry's Artist Outlet in West Orange. Read more at <http://tinyurl.com/bqqkq5d>.

CCM Director of Alumni Relations a Leader in Her Field

The Council for Advancement and Support of Education (CASE), a leading international association of educational institutions, increasingly has been finding a key resource at CCM, as it has turned to Director of Alumni Relations **Barbara Capsouras** for insight in the alumni relations field. She was recently selected for the second consecutive year as a presenter for the CASE Conference for Community College Advancement. She was also recently interviewed for two articles in CASE publications. Read more at <http://tinyurl.com/d27mbzm>.



Fiscal Year 2013-14 Budget Open

Although departments are focused on approaching deadlines for this fiscal year (see "Purchasing Deadlines" under "Friendly Reminders"), the Purchasing Department would also like to remind employees that the budget for Fiscal Year 2013-14 is open. To help ensure a smooth process, Purchasing is asking employees who create requisitions for blanket orders with the July 1, 2013 date, to begin as soon as possible.

Summer Institute Applications Due by May 10

The CCM Center for Teaching Excellence (CTE) is holding a one-week hybrid Summer Institute focusing on engaging the 21st-century student. Face-to-face sessions will be held on June 3, 5 and 6 from 10 a.m. to 2 p.m. More information can be found in the application form found at <http://tinyurl.com/cwv7npt>.

LHT Department Holding Spring Plant Sale



The Landscape and Horticultural Technology (LHT) Department is holding a spring plant sale on May 6 and 7 from noon to 5 p.m. in the LHT greenhouses, which are across from Parking Lot 1. This is the first sale the department is holding in two years, and will feature tomatoes, vegetables, annuals and perennials all in its new facilities.

May 3.

Foundation Scholarship Application

The CCM Foundation Scholarship application will be available May 25 through June 24 for the Fall Semester. Notification to applicants will be on or about July 31. The application and listing can be found at <http://tinyurl.com/cgb8ksg>.

Students currently receiving a "renewable" scholarship must be registered for fall classes prior to the June 24 deadline in order to maintain the scholarship. Any questions or concerns should be emailed to the Financial Aid Office at finaid@ccm.edu.

Student Employment Notice

The last day of the academic year student employment period is May 13 and the first day of the summer period is May 14. Only those students who have been officially hired or rehired for the summer employment period will be permitted to work after May 13. If your department would like to hire student aides to work this summer, please print, complete and submit a Summer Student Aide Request Form (found at <http://tinyurl.com/cafk6s>) to Career Services.

Help Make This Year's Picnic a Success

This year's CCM picnic will take place on Friday, June 14. Volunteers are being sought to join this year's Picnic Committee to help make it another fun campus event. Members will meet three times prior to the event and help with the festivities on picnic day. If you are interested, please contact Rita Ragany-Bayer at rragany-bayer@ccm.edu.

Like Us on Facebook, Follow Us on Twitter

Haven't liked CCM's official Facebook page? Aren't getting updates on Twitter? Why not? Head to <http://tinyurl.com/d9eahae> and click "like" and give us a follow at <http://tinyurl.com/cpu5upx>. Social network with CCM!

Newest Edition of the Youngtown

The May 1 issue of *The Youngtown Edition*, CCM's award-winning student newspaper, can be found at <http://tinyurl.com/ce5okkx>. This is the final issue of the spring semester.