

The CCMemo

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Employee Newsletter
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All Network Users Required to Change Passwords

As of Monday, November 2, all network users at the college will be required to change their password and to do so every six months. The Colleague database contains sensitive information which requires a high level of protection, including regular password changes. All passwords will need to be at least eight characters long and should – at a minimum – contain a combination of the following:

- Upper and lowercase letters
- At least one number
- Special characters such as punctuation for extra protection

A good choice for a strong password is a phrase that is meaningful to you, such as, "I enjoy changing my password every 6 months." You will be notified in advance when passwords need to be changed and will be prompted to change your password when you log into CCM's network or the web interface for email. Changing your password through one of these prompts will change your password for all systems: Colleague, Blackboard, WebAdvisor, email, the wireless network and the library databases.

Students to Transform the Grounds of Historic Train Station

Landscape and Horticultural Technology (LHT) students at County College of Morris (CCM) are taking what they are learning in the classroom to transform the grounds of one of the county's treasured historic sites as a result of a partnership with the Lake Hopatcong Foundation.

Through the partnership, students enrolled in Landscape Design and Planning classes will be designing and implementing a sustainable landscape for the 104-year-old Lake Hopatcong train station in Landing.

SCHEDULED EVENTS

Where applicable, click event title for more information

Mary Poppins – The Musical

November 3 - 7, 7:30 p.m.

November 7 matinee, 2 p.m.

Dragonetti Auditorium

Space Extreme

November 13, 7 p.m.

Longo Planetarium

Shapes in the Sky

November 14, 3 p.m.

Longo Planetarium

Tour of the Planets

November 14, 5 p.m.

Longo Planetarium

SAVE THE DATES

Professional Day and Adjunct Faculty Orientation/Dinner

January 14, 2016

Professional Days

May 18-19, 2016

FRIENDLY REMINDERS

Desserts Sold for Fundraiser

The CCM Alumni Board is selling pies and cakes from Mara's Café and Bakery as an Alumni Scholarship fundraiser. All orders will be delivered to CCM on the Tuesday before Thanksgiving, November 24, and will be available for pick up between 3:30 and 7:30 p.m. in the Student Center, Davidson Room A.

You can order delectable desserts made fresh in Mara's own bakery with traditional family recipes to enjoy at your Thanksgiving celebration, all while helping students. Cakes are available in 7-inch or 10-inch sizes. All pies are fresh and never frozen. The order form can be found at <http://tinyurl.com/ga6l7jg>.

Payment must be submitted with the order and can be in the form of cash or a check made out to Barbara Capsouras or Roseann Maione. All orders must be submitted by

The structure, once a whirl of activity when Lake Hopatcong was a resort community, was purchased late last year by the foundation. The foundation plans to both restore the structure and establish the grounds as an educational landscape filled with native and sustainable plants. When completed, the building will serve as the foundation's offices and as a cultural and educational center.

Donna Macalle-Holly, foundation grants and program coordinator, explained that the goal is for the landscape to serve as a resource for visitors to gain ideas about what to plant in their own gardens to make them more sustainable. Read more at <http://tinyurl.com/ol9rusu>.



Presidential Search Information on College Website

To help keep the CCM community informed while the presidential search process is ongoing, a series of web pages have been created at www.ccm.edu/president. The pages include the position profile, a page for updates as they are made available and a list of the members of the CCM Presidential Search Committee.

Search consultants from Isaacson, Miller are now engaged in an intensive recruitment effort, contacting potential candidates around the country to garner interest in and suggestions for the search with the purpose of building a deep and diverse pool for the search committee's consideration. This phase of the process is highly confidential, periodic updates will be given via email, as well as posted on the website.

The search committee welcomes any suggestions you might have with regard to potential candidates or others who might have suggestions. Please contact msharoff@imsearch.com with those suggestions.

Art of County's Higher Education Faculty on Display at CCM

Visual art professors from Morris County's colleges and universities have joined together to hold a group exhibit, offering residents an opportunity to experience the range of talent that exists in the area's higher education community.



The Morris County Higher Education Invitational Exhibition will be held in the CCM Art Gallery from November 2 through January 22. A reception is scheduled for Thursday, November 5, in the gallery from 6 to 8 p.m.

The exhibition will feature paintings, ceramics, sculpture, design, photography and graphic design pieces by both full-time and adjunct faculty from CCM, Drew University, Fairleigh Dickinson

Monday, November 9. All sales are final. More details about Mara's pies and cakes can be found at www.marascafe.com. If you have questions, please contact Barbara Capsouras at ext. 5059.

CCM Foundation to Host Free Estate Planning Seminar

In recent years, it has become increasingly more important for individuals to legally ensure their families are able to hold onto the assets they have spent a lifetime accumulating.

"Estate planning is about more than just saving taxes," says John Beyel, Esq., a partner with McElroy, Deutsch, Mulvaney & Carpenter, LLP of Morristown and an expert in wills, trusts and estates. "In the absence of a valid will at the time of your death, your assets will be distributed as determined by the state, not by you."

To help make the process less intimidating and easier to understand, Beyel will host a seminar on the fundamentals of estate planning on Thursday, November 12, from 7 – 8 p.m. at CCM. The event will be held in the Student Community Center, Davidson Room B. Attendees should park in Lots 5 or 6.

The educational session, sponsored by the CCM Foundation, is free to the public but reservations must be made in advance by Thursday, November 5, by calling 973-328-5058 or emailing kolsen@ccm.edu. Read more at <http://tinyurl.com/nhctsws>.

Upcoming EOF Halloween Events

The CCM Educational Opportunity Fund (EOF) Student Alliance is also holding its 12th annual Halloween UNICEF Drive through Friday, November 6. You can pick up a box anytime from Cohen Hall, Room 211, and return filled boxes by the deadline date.

CCM Student's Story of Survival

The story of holocaust survivor Eric Katzenstein, a former student at CCM, will be told on Thursday, November 5, at 12:30 p.m. in the Student Community Center, Davidson Rooms A and B. The program consists of a short film and a question and answer period with director Philippe Dumoulin, also a former CCM student.

Visual Arts Transfer Fair November 5

CCM Transfer Services will be hosting a Visual Arts Transfer Information Fair on Thursday,

University (FDU) and The College of Saint Elizabeth. Read more at <http://tinyurl.com/q5gh8yx>.

CCM to Host Non-Profit Panel

On Friday, November 6, CCM will host a panel discussion and breakfast to examine the changing face of the non-profit industry in Morris County. The event, which begins at 7:30 a.m. in the Sherman H. Masten Learning Resource Center, Multi-Purpose Room, will feature Bill Byrnes, vice president of the F.M. Kirby Foundation; Ada Melendez-McGuinness, vice president and director of Community Development for Investors Bank; Wanda Sims, manager of Philanthropy and Community Development at Novartis Pharmaceuticals Corporation; and Steven Yagozinski, director for Realogy Charitable Foundation.

Register for the event by visiting <https://webadvisor.ccm.edu>. Once there, follow prompts to register as a continuing education guest and enter the course code # 88555. Call 973-328-5187, ext. 3, for assistance. Cost for attending is \$20. Guests should park in Lot 7. Read more at <http://tinyurl.com/o54t4w7>.

Professors Present Project Updates



CCM Professors Keri Flanagan, Jenifer Martin and Jason Hudzik presenting updates to their National Science Foundation (NSF) grant project "Pathways of Applied Career Experience (PACE) Science Program in Biotechnology and Chemical Technology" at the 22nd NSF Advanced Technological Education Principal Investigators Conference in Washington, D.C., earlier this month. More than 850 people were in attendance.

Professor Interviewed on Boston TV

Professor Sander Zulauf was recently invited to be the guest poet interviewed by Elizabeth Lund, former poetry editor of the Christian Science Monitor, on HCAM public television. The show aired last week in Hopkinton, MA, which is known for being the location of the starting line of the Boston Marathon. You can watch Zulauf's interview at <http://tinyurl.com/op5mvm8>.

EOF Children's Book Drive

The CCM Educational Opportunity Fund (EOF) is promoting children's literacy by participating in the Cops N' Kids Children's Book Drive. The drive runs Monday, November 9, through Friday, December 18. Employees can donate new or gently used children's books at the EOF office in Cohen Hall, Room 211, and the Campus Life office at the Student Community Center, Room 226. More information can be found at <http://tinyurl.com/ogir7cw>.

Chartwells Survey

November 5, from 10:30 a.m. – 1 p.m. in the Learning Resource Center, Multipurpose Room. Students will learn about their program options, the transfer admission process and meet campus representatives from Visual Arts Programs at local institutions. All Visual Arts faculty and students are encouraged to attend.

Faculty Development Grant Applications Due November 2

Applications are now being accepted for the Louise and Samuel Olshan Endowment, which provides grants to faculty for professional development. The deadline is November 2. Awards range from \$50 to \$150 and defray the costs of memberships in professional organizations or attendance to professional organization meetings. Applications are open to full-time faculty. Adjunct faculty who have taught for at least 20 semesters are also eligible to apply. Department chairs and assistant chairs are not eligible. Application forms and grant eligibility rules can be found at <http://www.ccm.edu/cte/grants.aspx>. Applications should be submitted to Dr. Maureen Stivala in Henderson Hall, Room 210.

Library Book Group

The CCM Library Book Group will be discussing three stories (including a turkey story – think Thanksgiving) and three essays on story telling by Mark Twain on Wednesday, November 25, at 12:30 p.m. in the library conference room. Read "A Fable," "Hunting the Deceitful Turkey" and "The McWilliamses and the Burglar Alarm" at <http://tinyurl.com/ckrth86>. Read "How to Tell a Story" and other essays at <http://tinyurl.com/m7s3lr2>. The club typically meets the last Wednesday of the month. Those with questions can contact ext. 5278.

Fall Student Workshops

The CCM Office of Counseling and Student Success is hosting multiple upcoming workshops that are designed to help students in a number of important areas. A full schedule of Fall Semester workshops can be found at <http://tinyurl.com/nlbqly>. The following is a description of the next event.

Vision Board

Tuesday, November 3, noon-2 p.m.; Student Community Center, Davidson Room B

This fun and creative workshop allows students to take time to think about life goals

Let Chartwells know how they are doing by taking their dining survey at <http://tinyurl.com/pfjepep>. In return for your time and feedback, a coupon will be emailed to you for a free small fountain or hot beverage.

Last Day to Enter the Fall Photo Contest



If you love taking photos and the beauty of CCM's campus in the fall, you could win some great prizes by entering the 2015 CCM Fall Campus Foliage Contest on Facebook.

Through today, October 30, post a photo you have taken of campus during this fall season to the official CCM Facebook page's timeline. Starting Monday, November 2, all entrants' photos will appear in the contest's photo gallery for voting. From November 2 - November 8 at 11:59 p.m., Facebook users will be able to vote for their favorite photo by clicking "like" on the image. When voting ends at midnight, the photo that has the most likes will be the winner.

The person who shot the photo with the most likes during the voting period will win \$50 a Visa gift card. The person who shot the photo with the second most likes will receive a \$25 American Express gift card, and the person who shot the photo with the third most likes will win either a CCM CamelBak water bottle or a CCM travel mug. Full details and rules can be found at <http://tinyurl.com/ocfvqg>.

differently than they have before. Using free flow, magazines, colorful utensils and a relaxed space, students are invited to take a deeper look into what they envision or intend for themselves in their future. Participants will be given a blank board, scissors and glue, and access to magazines and utensils. Counselors and student leaders will be available for collaboration and guidance.

HR CORNER

Open Enrollment Period

Plan year 2016 open enrollment for full-time employees takes place now through Monday, November 2. An email was sent by the Human Resource Department with more information. During the open enrollment period, employees can make general changes such as adding or deleting dependents, changing coverage levels, or enrolling in a different medical or dental plan. All changes to coverage made during this period will be effective on January 1, 2016.

Retirement Consultations

One-on-one counseling sessions are available as follows with state-approved representatives:

MetLife representative David Sharpe will be on campus on Tuesday, November 10, from 10 a.m. – 2 p.m. in Henderson Hall, Room 107. Email dsharpe2@metlife.com to make an appointment. He will also be on campus December 7.

TIAA-CREF representative Zhee Sarabia will be on campus Monday, November 23 (date change), from 9 a.m. – 4 p.m. in Henderson Hall, Room 107. Call 800-732-8353 to make an appointment. She will also be on campus December 16.

Prudential representative Lily Lau will be on campus on Tuesday, November 17, from 9 a.m. – 4 p.m. in Henderson Hall, Room 107. Call 732-236-6782 to make an appointment. She will also be on campus December 9.

Voya (formerly ING) representative Brandon Zisa will be on campus on Thursday, November 12, from 10 a.m. – 3 p.m. in Henderson Hall, Room 107. Call 732-326-5625 or email brandon.zisa@voyafa.com to make an appointment. He will also be on campus December 8.