

The CCMemo

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Employee Newsletter
February 5, 2016

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Strategic Enrollment Management Priorities Report



Over the past 18 months, nearly 50 members of the County College of Morris (CCM) community have been engaged in a careful analysis of the college, our academic programs and course scheduling, and our marketing, recruitment, retention, and financial wellness strategies in an effort to develop a realistic Strategic Enrollment Management (SEM) Plan for the college. Adhering to an extremely tight timeline, the SEM Council has been able to identify 25 priorities that have led to the development of SEM goals for the next two years. These priorities are available for review by all members of the college community at <http://tinyurl.com/j5ifrp7>.

Please take the opportunity to review the SEM Plan Priorities and provide any feedback you believe will be useful for the finalization of the SEM Plan, i.e., relevant additions, suggested deletions and meaningful reactions. You may forward those comments to Bette Simmons, vice president of Student Development and Enrollment Management, via email or through interoffice mail. Also on the SEM webpage at <http://www.ccm.edu/sem>, you will see a link for the Task Groups Report that includes the detailed analysis conducted by each of the groups, resulting in their recommended goals. Please submit all

SCHEDULED EVENTS

Where applicable, click event title for more information

Presidential Candidate: David Podell

February 5

Meeting Schedule

Presidential Candidate: Anthony Iacono

February 8

Meeting Schedule

Space Extreme

February 12, 7 p.m.

Longo Planetarium

Shapes in the Sky

February 13, 3 p.m.

Longo Planetarium

Tour of the Planets

February 13, 5 p.m.

Longo Planetarium

SAVE THE DATES

Professional Days

May 18-19, 2016

FRIENDLY REMINDERS

Tax Year 2015 W-2 Forms Online

Tax year 2015 W-2 forms are available online via CCM Webadvisor. As was the case last year, W-2 forms will only be available in this electronic format. In accordance with IRS regulations, employees are required to consent to receive an electronic W-2.

After logging into Webadvisor, go to the "Employees" menu. Once there, click on "W-2 Electronic Consent" and then click the top option. After giving consent, you can view and print your W-2 from the "Employees" page by selecting "W-2 Statements." Five years of W-2s will be available for access at any time, including years that paper forms were issued.

Spring Student Workshops

The CCM Office of Counseling and Student Success is hosting multiple upcoming workshops that are designed to help students

comments no later than February 15.

Active Shooter Forum on Campus

In an ongoing effort to help prepare the campus community for emergency response, CCM will host an active shooter forum on Thursday, February 11, at 12:30 p.m. in Dragonetti Auditorium. The forum is open to the entire campus community. Representatives from the Morris County Prosecutor's Office, Morris County Office of Emergency Management and the Randolph Police Department will share their experience and training in planning and responding to emergencies, as well as the recovery process. The forum will offer attendees the chance to learn how to prevent, plan and react to dangerous situations that can occur on or off campus.

In addition to the forum, the college's preparedness efforts include the establishment of the Emergency Operations Center at 675 Route 10, a FEMA-hosted functional exercise for the college's command staff scheduled for March, and emergency drills on campus with local first responders.

Middle States Commission VP to Hold Open Forum

Dr. Ellie Fogarty, vice president of the Middle States Commission on Higher Education, will visit CCM to discuss the Middle States Self-Study process on Wednesday, February 17. All employees and students are invited to an open forum from 2 – 2:45 p.m. in Dragonetti Auditorium. A snow date of March 8 has been planned.

Learn How to Manage Money in Today's Changing World

Are you unsure of how to develop a spending plan? Need help managing debt? Learn how to take control of your money at a seminar sponsored by the CCM Educational Opportunity Fund (EOF). "Managing Your Money in Today's World" will take place on Tuesday, March 1, at 12:30 p.m. in the Student Community Center, Davidson Room A. The seminar, facilitated by Wells Fargo Hands-On Banking Program, is open to the entire college community.



CCM Holding Adult Open House

To help adults looking to earn a college degree, transition to a new career or obtain a certificate to enhance their employability, CCM will be holding an Open House for Adults on Thursday, March 10. The open house begins at 6:30 p.m. with an opening message and overview in the Student Community Center, Davidson Room. At 7 p.m., participants will be able to take part in breakout sessions based on their areas of interest. Read more at <http://tinyurl.com/gq7kwgw>.

Latest Edition of 'Campus Life Update'

Find out what's happening on campus and with CCM's clubs and

in a number of important areas. A full schedule of Spring Semester workshops can be found at <http://tinyurl.com/oncs8b2>. The following is a description of the first event.

Strategies to Improve Your Time Management Skills

Wednesday, February 10, 12:30 p.m. in Cohen Hall, Room 162

Sometimes it can be difficult for people to make time for all of the things they have to do in a day. It can be common to get into a pattern of ignoring tasks because they seem overwhelming. This workshop assists individuals to gain a realistic view on managing and prioritizing commitments and time.

HR CORNER

Tips for Relationships

CCM's employee assistance provider Saint Barnabas Management Services has provided information on relationship issues as Valentine's Day rapidly approaches. Read the newsletter at <http://tinyurl.com/htpxg4g>.

Retirement Consultations

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

TIAA-CREF representative Zhee Sarabia will be on campus Thursday, February 11, 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 March 15, April 13, May 11 and June 9.

Prudential representative Lily Lau will be on campus on Wednesday, February 10, from 10 a.m. – 3:30 p.m. in Henderson Hall, Room 107. Call 732-236-6782 to make an appointment. She will also be on campus March 3 and 22, April 28, May 18, June 6 and July 7.

Voya (formerly ING) representative Brandon Zisa will be on campus on Tuesday, February 23, from 10 a.m. – 2 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 on March 23, April 12, May 10 and June 14.

MetLife representative Jesse Bryant will be on campus on Thursday, February 18, from 11 a.m. – 2:30 p.m. in Henderson Hall, Room 107. Call 973-227-8800, ext. 6068 to make an

organizations in the latest edition of "CLU: Campus Life Update," available at <http://tinyurl.com/gltkwp6>. Featured events include the Teddy Bear Factory and Blood Drive, both taking place on Thursday, February 11.

appointment.