

# The CCMemo

County College of Morris  
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Employee Newsletter  
December 23, 2016

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### **Happy Holidays from Public Safety**

With the holidays rapidly approaching, our thoughts turn to buying, giving and receiving gifts, visiting friends and family, and sharing delightful culinary experiences. However, there are others whose thoughts are occupied with unattended electronic/appliance-filled houses or apartments, distracted shoppers with extra cash in a purse or wallet, or the next "con job" in the name of a Christmas charity. Buyers also need to be aware of counterfeiters who want to entice them with promised bargains. Bargains that may be costly in the end. Counterfeit products may threaten our health and safety. Learn more about safe traveling and shopping during the holiday season.

[Read more.](#)

### **CCM Holds In-Person Registration for Spring 2017**

CCM will be holding three in-person registration sessions for the 2017 Spring Semester. The sessions will take place in the Learning Resource Center, Room 121, on CCM's Randolph campus during the following dates and times:

- Thursday, January 12, from 12:30 to 5:30 p.m.
- Friday, January 13, noon to 4 p.m.
- Saturday, January 14, 9 to 11:30 a.m.

The Spring Semester begins January 17. Before registering for classes, students must apply to the college. Visit the Admissions office or go to <http://www.ccm.edu/admissions> to apply.

## FRIENDLY REMINDERS

### Events

One-Day Professional Day – January 12, 2017. See schedule here: <http://tinyurl.com/hy4aqpk>.

Adjunct Faculty Orientation/Dinner – January 12, 2017. See schedule here: <http://tinyurl.com/hktvz7d>

May Professional Days – May 17 –18, 2017

## SOCIAL MEDIA CORNER

### Help Market CCM

Please help us market CCM via Facebook by "liking" CCM's Facebook page and sharing our college events (performing arts, Open Houses, etc.) with your friends through your page. Also, invite your Facebook friends to college events and ask them to spread the word to their contacts. You can also post tweets about college news and events on Twitter. Help us tell the CCM story and build excitement through social media!

Here's what to talk about this week:

*"CCM will be holding three in-person registration sessions for the 2017 Spring Semester in January on CCM's Randolph Campus in the Learning Resource Center, Room 121. The schedule is as follows:*

- Thursday, January 12, from 12:30 to 5:30 p.m.
- Friday, January 13, noon to 4 p.m.
- Saturday, January 14, 9 to 11:30 a.m.

*Before registering for classes, students*

At CCM, students can choose from more than 50 academic degree programs and more than 40 certificate programs. In addition, the college holds more than 85 agreements with four-year colleges and universities to simplify the process of transferring credits for those who wish to go on and earn a bachelor's degree. A listing of those agreements can be found at <http://bit.ly/1iojtDl>.

Offering an outstanding education at an affordable price, CCM can save students about \$20,000 or more per year on their higher education. Along with that savings, students benefit from small class sizes and a faculty specifically focused on teaching.

**A Note from Karyn Norberg**

Dear CCM family,

I am overwhelmed with love and gratitude from your expressions of sympathy and comfort on the recent loss of my father. His passing was unexpected and your support, kind words and hugs in the hallway help in so many ways. I have always known I work with compassionate, incredible people.

Thank you,  
Karyn Norberg

**New People and Positions**

The following personnel appointments were approved by the Board of Trustees at its December 14 meeting:

- Gracielle Fong, Assistant Professor, Respiratory Therapy, Start Date January 17
- Marylee Reynolds, Associate Professor, Sociology, Start Date January 17
- James Capozzi, Assistant Professor, English, Start Date January 17
- Mark Schmidt, Assistant Professor, English, Start Date January 17
- Douglas Corcoran, Assistant Professor, English, Start Date January 17
- Michael Giffoniello, Assistant Professor, English, Start Date January 17
- Thomas Pierson, Custodian II (Evenings), Plant and Maintenance, Start Date December 15
- Larsen Ray, Custodian II, Plant and Maintenance, Start Date, December 19
- Jaime Simon, PT Director, Women's Center, Start Date December 12
- Michele Lee, PT Administrative Assistant, Allied Health, Start Date January 3

*must apply to the college. Visit the Admissions office or go to [www.ccm.edu/admissions](http://www.ccm.edu/admissions) to apply. For more details go to <http://tinyurl.com/j4mrket>."*

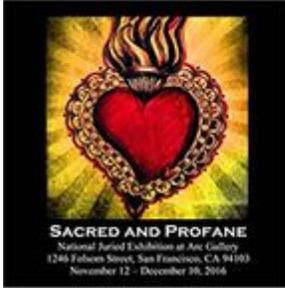
**KUDOS**

**Director of Alumni Relations to Receive the Quarter Century Award**

Barbara Capsouras, director, Alumni Relations, has been selected as a 2017 recipient of the CASE District II Quarter Century Awards. The Quarter Century Award is presented to individuals with 25 years of service in recognition of their contributions to the advancement profession. The award will be presented on Monday, February 27, at an annual award luncheon, held in conjunction with a district conference. The luncheon will take place from 12:30 – 2:00 p.m. at the Baltimore Marriott Waterfront.

**HR CORNER**

### **CCM Professor's Artwork Displayed in San Francisco**



Kudos to CCM Professor Keith Smith – his painting, “Greed” from the Seven Deadly Sins series, was on display recently at the National Juried Exhibition at Arc Gallery in San Francisco!

### **Winter Break Reading**

Looking for new books to read during your winter break? The CCM Library has a plenty of interesting books for you to borrow from and enjoy this holiday season. Here are 20 interesting titles from our recent collection: <http://tinyurl.com/hdvegok>.

### **Free Business Research Workshop at the CCM Library**

Attend a free Business Research Workshop at the CCM Library on Friday, January 13, 2017, 2 – 4 p.m. The New Jersey State Library provides business research tools that can help small business owners. The tools are free in any public library and accessible from home 24/7 with a current library card! Use your library to help your business expand and grow. In this free workshop, you will learn how to create marketing lists and find articles on the best practices for your industry. We will use the ReferenceUSA, Business Source Elite, Regional Business News and Small Business Reference Center databases.

The workshop is free, but you must register in advance by calling the library at 973-328-5300.

### **Reminders**

It is extremely important that employees not share medical information about other employees. In addition, due to privacy rules, medical documentation of any kind are to be housed in Human Resources only; if you have kept copies of medical notes either forward them to Human Resources or shred them.

The Tuition Waiver form is now available in [E-Forms](#) on the CCM website. The form is fillable but must be printed out for signatures. Paper copies are no longer available.

### **Retirement Consultations**

Are you saving enough for retirement? One-on-one counseling sessions are available with state-approved service providers as follows:

**Prudential** representative Lily Lau will be on campus February 2 and 23, March 21, April 10, May 25 and June 13 from 10 a.m. to 3.30 p.m at Henderson Hall, Room 107. Call 732-236-6782 to make an appointment to discuss ABP or DCRP investments.

**TIAA** representative Zhee Sarabia will be on campus January 19, February 7, March 7, April 4, May 4 and June 1 from 9 a.m. to 5 p.m. at Henderson Hall, Room 107. Call 800-732-8353 to make an appointment.

**AXA-Equitable** representative Mark Sheridan is available for individual appointments. Call 908-230-2042 or email [Marc.Sheridana@axa-advisors.com](mailto:Marc.Sheridana@axa-advisors.com).

**MassMutual** (formerly Hartford) representative Peter Silvis is available for individual appointments. Call 848-248-4360 or email [psilvis@gittermanwealth.com](mailto:psilvis@gittermanwealth.com) to make an appointment.