

The CCMemo

County College of Morris
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Employee Newsletter
December 9, 2016

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FRIENDLY REMINDERS

Events

One-Day Professional Day – January 12, 2017. See schedule here: <http://tinyurl.com/h9nrps6>

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

May Professional Days – May 17 –18, 2017

Library Book Group Meeting

The Library Book Group will meet at 12:30 p.m. on Monday, December 19, to discuss “The Essential Neruda: Selected Poems” (edited by Mark Eisner). Those with questions should contact Lynee at ext. 5278 or lrichel@ccm.edu.

Morris Museum Hosts CCM Visual Arts Students Exhibition



The Morris Museum is once again hosting the Portfolio Exhibit of design and fine art pieces created by students at CCM. The exhibition, consisting of works produced by students taking Portfolio classes through CCM’s Department of Art and Design, runs through Thursday, December 15, with a closing reception also being held that

day. The reception, free and open to the public, takes place 5 to 7 p.m. The museum is located at 6 Normandy Heights Road, Morristown.

[Read more.](#)

Health Services Events



On Wednesday, December 14, Health Services is hosting a “de-stress during finals” event with a visit from Hope’s Promise Mini Horses. The horses will be on campus from 11a.m. – 2 p.m. outside the Student Community Center and the Cohen Hall entrance by the cafeteria. C’mon out and say “Hay!”

On Wednesday, December 21, the Office of Student Development and Enrollment Management will be hosting two Workplace Wellness programs in the Davidson Rooms, Student Community Center. All CCM employees are invited to attend. The program schedule is as follows:

Wellness Lives Here – 10:30 – 11:30 a.m., by guest speaker Peter Ruccione, director of American Diabetes Association. See more information here: <http://tinyurl.com/hsp7bey>

Movement Is Medicine – 11:30 a.m. – 12:30 p.m., by guest speaker Dr. Marcie Arlinsk, Randolph Pain Relief and Wellness Center. See more information here: <http://tinyurl.com/hmuu32v>

If you are not in SDEM division, please email ehoban@ccm.edu if you plan on attending either or both of these sessions.

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 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.

Watch Student Videos on CCM Website

From building relationships with professors, successful transfer experiences and support from Career Services, students truly find CCM to be integral to their success. Watch a series of videos on our website highlighting student experiences with the college as a great place to start: <http://www.ccm.edu/videos/default2.aspx>. The videos were produced by Kelly Dzialo, Public Relations Intern and Communications Major at CCM. Please feel free to share these videos on your social media accounts so our community can learn more about the CCM experience.

Support the 2016 CCM Holiday Card Scholarship

Each year, CCM Faculty and Staff contribute to the Holiday Card Scholarship, which helps a CCM employee or child with books and fees. You can make a gift (in any amount) by sending a check to the Foundation (Suite 211/Henderson Hall) or online at <http://www.ccm.edu/donate>. If making a gift online, please indicate in the “Message” area that it is for the Holiday Card Scholarship. The name of each Holiday Card donor will appear on this year’s card, which we will send to everyone electronically on December 19. The deadline for receiving donations and for having your name listed on the card

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:

“Free Grant Workshops will be conducted at the CCM Library, 10 a.m. – 3 p.m. on Friday, December 16. The Guide to Online Grantseeker Resources: Introduction to Finding Grants takes place 10 a.m. to noon. The second workshop, Searching the Foundation Center Grants to Individuals, takes place from 1 - 3 p.m. Seating for the workshops is limited and preregistration is required. To reserve a seat, call 973-328-5300. For more information, visit <http://tinyurl.com/jzdw4kh>.”

HR CORNER

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.

will be Friday, December 16.

Be an Angel to a Family this Holiday Season

The Women's Center at CCM asks you to share in the spirit of the season by donating gift card(s) to help clients celebrate the holiday. All varieties of gift cards (department store, gas, food, Visa/MC/Amex) are appreciated.

Donations may be dropped off to the Women's Center at CCM, Student Community Center, Room 115 by Tuesday, December 13. For more information, contact Patty Borowski at ext. 5025.

Free Grant Workshops at the CCM Library

Free Grant Workshops will be conducted at the CCM Library 10 a.m. – 3 p.m. on Friday, December 16. The Guide to Online Grantseeker Resources: Introduction to Finding Grants takes place 10 a.m. to noon. That session will cover the 10 things people need to know about finding grants, plus how to search the Foundation Center's Grantspace page and Foundation Directory Online.

The second workshop, Searching the Foundation Center Grants to Individuals, takes place from 1 – 3 p.m. That session will cover how to find foundation and public charity programs that fund students, artists, writers, filmmakers, musicians, researchers and other individuals.

Seating for the workshops is limited and preregistration is required. To reserve a seat, call 973-328-5300.

[Read more.](#)

Retirement Consultations

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

MassMutual (recent merger with MetLife) representative David Sharpe will be on campus December 13. Call 973-575-3254 or email dsharpe@financialguide.com 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.

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

VALIC representative Scott Martin is available for individual appointments. Call 732-267-0455 or email scott.martin1@valic.com to make an appointment.