

# The CCMemo

County College of Morris Employee Newsletter



## CCM EVENTS

### Auditions for CCM Musical "Follies"

Tuesday, January 23, 6:30 p.m. in Dragonetti Auditorium. Auditions are open to students and the public. Please prepare 16 bars of music and wear comfortable clothing and proper shoe attire for the dance portion of auditions. For more information, call 973-328-5427.

### College Council Meeting

Thursday, January 25, 12:30 - 1:45 p.m. Sheffield Hall, Room 100  
Meeting Schedule for 2017-18:  
<http://tinyurl.com/y83u3g3g>

### Spring Welcome Back Bash

Tuesday, January 30, 11 a.m. - 2 p.m., SCC Lounge



## PROFESSOR TODD DONEY RECEIVES HIGHLAND JURIED ART EXHIBIT AWARD

Todd L. W. Doney, professor of fine arts at County College of Morris, recently received second prize for one of his watercolor paintings in the 5<sup>th</sup> Annual New Jersey Highlands Coalition Juried Art Exhibit at the Morris Museum in Morristown.

Professor Doney received the second prize for a watercolor painting of the Great Swamp titled "Swamp, April 15, 7:16 p.m." The exhibit is designed to highlight the natural and cultural resources of the New Jersey Highlands and runs until February 18.

[Read more.](#)

## HR CORNER

### Division of Pensions and Benefits

#### Retirement Seminar

CCM's HR department is hosting a Retirement Seminar presented by the Division of Pensions and Benefits on Friday, March 16, at 10 a.m. in Sheffield Hall, Room 100 for participants in the Public Employees Retirement System (PERS) and the Teachers' Pension and Annuity Fund (TPAF). This event is open to the public. However, CCM employees and one guest have guaranteed seating by registering with Karyn Norberg via email at [knorberg@ccm.edu](mailto:knorberg@ccm.edu).  
[More Information.](#)

#### Defined Contribution Retirement Program for Part-time Employees

Part-Time employees enrolled in the Defined Contribution Retirement Program (DCRP) can learn more about their plan by registering for in-person seminars or on-line webinars presented by the Division of Pensions & Benefits.

[Registration Information.](#)

#### Retirement Consultations with New Jersey State Approved Vendors

Save for retirement – Receive free, no pressure, retirement counseling sessions.–  
Make your appointment today. You do not need to be a member to meet with the representatives.

**TIAA** representative Zhee Sarabia will be on campus from 9 a.m. - 5 p.m., on January 25, February 15, March 8, April 12, May 22 and June 7, 2018 in Henderson Hall, Room 107. Call 800-732-8353 to make an appointment.

**VOYA** representative Brandon Zisa will be on campus January 18. Visit <http://meetme.so/BrandonZisaCCM> to make an appointment at the times available.

**Prudential** representative Lily Lau will be on campus from 10 a.m. - 3:30 p.m. on February 6, March 5, April 5 and May 3, 2018 in

## CCM TITAN ALERT

If you have not received recent CCM Titan Alerts, please check your settings at <https://ccm.regroup.com/login/>. Enter your CCM user name –not your full email address – and the password you use to log onto your computer. Also in the drop down box, be sure to change "Student" to "Staff and Faculty." When entering a mobile phone number, be sure to check the box that allows Regroup to contact your mobile phone via text and/or voice. If the box is not checked, you will not receive a text or call.

## CCM PASSWORD PROCEDURE REVISION

Starting on January 1, the minimum length requirement for passwords was raised from eight to fifteen characters. You will not have to initiate a password change at this point, your current password will continue to work, regardless of character count.

Between January and June 2018, you will be required to change your password on a date that is six months from your last password change. This will be the last time we will require you to change your password - no more 6 month password changes after this point.

## WEB TIME ENTRY TRAINING

A reminder that four training sessions for WebTime Entry users will be offered during January in preparation for moving all student workers onto the electronic timekeeping platform. Students will begin submitting their timesheets electronically via WebTime Entry on February 1.

If you have not attended a session previously and would like to sign up, please click on the link below to register. Sessions are one hour and will review the process of entering and approving time in the system, as well as allow users to ask questions they have regarding the process.

## MIDDLE STATES INFORMATION SESSIONS

Dr. Dwight Smith will provide an overview of the Middle States Team Visit in the following information sessions:

January 29 at 6 - 7 PM, DeMare 118

(snow date February 5)

February 8 at 12:30 - 1:45 PM, DeMare 118

(snow date February 15)

February 13 at 12:30 - 1:45 PM, DeMare 118

(snow date February 20)

## BEING PREPARED TO TALK WITH THE MIDDLE STATES VISITING TEAM

The Middle States Visiting Team will be at CCM March 25 through March 28 to assess the college regarding its ongoing accreditation. As part of the process, team members will be asking to talk with different employees to gather their input. Since the college will not know ahead of time who the team will want to talk with, the Middle States Self Study Team is requesting that employees review the following 10 questions and determine what answers they would provide.

1. What are CCM's strengths and weaknesses?
2. What else is there to know about CCM that is not reflected in your self-study that the Visiting Team should be aware of?
3. What are the greatest challenges facing CCM now and in the future?
4. The Self-Study Report indicates that CCM has had significant changes in leadership, governance, and organizational structure. How is the institution adapting to these changes? How is the mission statement, strategic plan or SEM Plan reflected in these changes?
5. Describe how the campus community was involved in the strategic planning process?
6. CCM has identified communication, transparency,

To register, go to <https://doodle.com/poll/6inuv5r4p8ik547c/>.

## THE CCM LIBRARY... DID YOU KNOW?

- The CCM Library purchases an average of 1,500+ print books each year, plus 165+ DVDs, CDs and other items.
- The library is improving its collection according to a plan, developed with a consultant in 2013, to provide up-to-date coverage in each subject area.
- Librarian liaisons assigned to each department work with faculty to ensure that students have the resources they need for their studies.
- The library welcomes purchasing suggestions from all members of the CCM community: <http://www4.ccm.edu/books/>
- The library's collection development guidelines are based on the CCM Mission and are available online: [https://ccm.libguides.com/ld.php?content\\_id=38827189](https://ccm.libguides.com/ld.php?content_id=38827189)

Stop by for a good read on your favorite topic – see you in the library!

## VIRTUAL CAMPUS

Virtual Campus' mission statement is to design a robust learning experience for the students to:

- Learn about the global community.
- Connect learning with real-world applications.
- Gain mastery of the principles and skills needed for the workforce.

All are welcome to attend a Virtual Campus open session on Thursday, February 8 from 12:30-1:45 (college hour) in LRC 121.

## CCM NURSE PINNING

The CCM class of 2018 Nurse Pinning was held on Wednesday, January 10. For those who wish to view the ceremony, the videos is now available on YouTube: <https://youtu.be/hzjlttHQSvW>

and coordination as areas that need to be improved. What are specific examples that exemplify these deficiencies and what steps are being taken to address them?

7. How does CCM demonstrate student-centeredness?
8. How does the institution know that student success initiatives are working as expected? What evidence/data is available to confirm this?
9. If students were asked about learning outcomes, would they know what they are and be able to articulate what they are for specific programs and/or courses, and know where to find them? How do you know?
10. Does CCM offer sufficient/adequate learning opportunities and resources to support programs of study and students' academic progress?

## CCM MISSION AND VALUES STATEMENT

Did you know that the college recently updated its Mission and Values Statement as part of the Middle States Self Study process?

Since the Mission and Values Statement describe the college's purpose and principles, along with setting the direction of its Strategic Plan, it is important that every member of the college community be familiar with these guiding statements.

You can find them at <http://www.ccm.edu/about-ccm/mission-and-values-statement/>.

## NEW PEOPLE AND POSITIONS

The following personnel appointments were approved by the Board of Trustees at its January 16 meeting:

- Yoonha Shin, Assistant Professor, English and Philosophy, Start Date January 17
- David Sabella, Assistant Professor, Mathematics, Start Date January 17
- Elizabeth Rodgers, Associate Director, Workforce Development and Community Partnerships, Start Date January 22
- Michael Arabitg, Business Intelligence Analyst, Institutional Effectiveness, Start Date January 29
- Kaitlin Norris, Office Assistant, Admissions, Start Date January 17

Henderson Hall, Room 107. Call 732-236-6782 or email [lily.lau@prudential.com](mailto:lily.lau@prudential.com) to make an appointment to discuss ABP or DCRP investments.

**MetLife/Brighthouse** - representative David Sharpe is available for individual appointments. Call 973-575-3254 or email [dsharpe@financialguide.com](mailto:dsharpe@financialguide.com).

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

**MassMutual (formerly Hartford)** representative Kenneth Quarnaccio is available for individual appointments. Call 848-248-4313 or email [kquarnaccio@gittermanwealth.com](mailto:kquarnaccio@gittermanwealth.com).

**VALIC** representative MaryAnn Bradford is available for individual appointments. Call 908-470-4114 or email [Maryann.bradford@valic.com](mailto:Maryann.bradford@valic.com)

## KUDOS

Congratulations to Barbara Capsouras for being named to the planning committee for the Center for Community College Advancement's international conference run by the Council for the Advancement and Support of Education.

[Read more.](#)



## SOCIAL MEDIA



Please help us market all the good things happening at CCM by sharing college events (performing arts, Open Houses, etc.) through your social media accounts.

### Here's what to talk about this week:

Todd L. W. Doney, professor of fine arts at County College of Morris, recently received second prize for one of his watercolor paintings in the 5<sup>th</sup> Annual New Jersey Highlands Coalition Juried Art Exhibit at the Morris Museum in Morristown. Doney received the second prize for a watercolor painting of the Great Swamp titled "Swamp, April 15, 7:16 p.m."

[Read more.](#)

## NOTICES FOR CCMEMO

Please email material for the CCMemo to both Amy Sciuto at [asciuto@ccm.edu](mailto:asciuto@ccm.edu) and Kathleen Brunet Eagan at [kbeagan@ccm.edu](mailto:kbeagan@ccm.edu).

Also note the deadline for submissions is end of day Wednesday.



## ATHLETICS

See [www.ccm.edu/athletics](http://www.ccm.edu/athletics) for the most up-to-date information.

### Men's Basketball:

January  
20, 3:00 PM vs. RCBC  
27, 3:00 PM vs. Manor  
30, 7:00 PM @ Raritan Valley  
February  
1, 7:00 PM vs. Cumberland  
3, 2:00 PM @ Valley Forge

### Women's Basketball:

January  
20, 12:00 PM vs. RCBC  
23, 5:00 PM @ Union  
25, 6:00 PM vs. Harcum  
27, 1:00 PM vs. Manor  
30, 5:00 PM @ Raritan Valley  
February  
1, 5:00 PM vs. Cumberland  
3, 12:00 PM @ Valley Forge