



May 13, 2022
Volume 2022/653

CCM EVENTS

Morris County Teen Arts Festival

Today
8 a.m. – 4 p.m.
Across campus

[Better in Blue Jeans Ball](#)

Today
6 – 10 p.m.
Alstede Farms

Professional Day (in person)

May 18, 8:30 AM-3:30 PM

[Commencement](#)

May 20
10 a.m. – noon
Mennen Arena

[Public Safety Visitor's Registration Link](#)



CCM Awarded \$50,000 to Provide a Pathway to an In-Demand Career

With a \$50,000 grant from the Community Foundation of New Jersey, CCM will be able to prepare 20 Asset Limited, Income Constrained, Employed (ALICE) individuals – free of charge – for a better career path as a certified nurse aide (CNA). ALICE families are those that do not fall into the federal poverty level, but whose earnings are not enough to meet basic household needs.

In New Jersey, there is a demand for approximately 1,800 additional CNAs. According to the New Jersey Hospital Association, that number is expected to grow by an additional 8,200 over the next decade. CNAs generally are employed in full-time jobs with benefits, including both health care and a 401(k). At CCM, qualified individuals now can gain that certification – in as little as seven to 10 weeks – and at no cost through the grant funded by the Somerset Hills Health Foundation.

Along with covering tuition for the CNA program, offered through the Center for Workforce Development (WFD), the grant is available to help with such issues as transportation, childcare and emergency expenses.

“The other good news is that we have employers who are waiting to hire our CNAs,” says Irena Kaler, WFD director. “This is a wonderful opportunity for those looking for a better career path. It’s also a great stepping-stone for individuals who would like to advance into other positions within the healthcare industry, such as into nursing, radiography or respiratory therapy.” Along with those programs, CCM also provides other opportunities for working in health care, including medical billing, paramedic science and pharmacy technician.

CNAs work in nursing homes and other residential care facilities, hospitals, rehab centers, long-term care facilities and home healthcare companies. The average starting salary is \$18 an hour and for those with one to two years of experience up to \$20 an hour.

WFD is currently enrolling CNA students for the summer and fall. All students in the CNA program first need to satisfactorily complete a criminal background check and a drug screening at facilities approved by CCM, as well as provide an extensive medical history. The cost for the background check is also a covered expense under the grant.



In March, Dr. Chung Wong, Mathematics, and a group of **38 CCM students** took part in the national Student Mathematics League spring competition. With the help of Mathematics Professor Heather Wolfgang, the competition went smoothly, and CCM placed first in the Mid-Atlantic region and fifth in the nation.



In April, seven teams of CCM students then competed in the Third Integration Bee, an annual integral calculus competition. Ran by Wong, Wolfgang and Instructor Joshua Frye, the bee had students solving a series of challenging problems to test their knowledge. The professors are looking forward to running the competitions next academic year so students can apply their mathematical skills outside the classroom.

Last Friday, **CCMakes**, the college’s student 3D printing maker club, took part in its second Habitat for Humanity Build for the semester. The team continued work on a Roxbury construction project, grading gravel and laying rebar for the basement and garage floors. They also dug trenches to allow for excavator access to construct a driveway. Then on Saturday, CCMakes presented its work at the grand reopening of Fosterfields Living Historical Farm in Morristown. The club had 3D scanned and created replicas of a piano panel carving, a bust of President William Howard Taft, two mirrors and fireplace cornices for the Willows mansion at Fosterfields. The group also was able to explain the process it used to tour groups at the historic mansion.

College Council

If you missed the April 28 College Council meeting, you can view it here <https://youtu.be/DjGQjVIARBs>.

CCM All Access

The latest episode of CCM All Access features CCM Softball Coach Richard Vaccaro. You can view it here <https://youtu.be/1wCumqUqkOw/>.

Memorial Day and Summer Schedules



Memorial Day will be observed on Monday, May 30. The college will be closed. The same as last year, full-time employees will have two options for work schedules

during the summer. You should discuss the operations for your department with your supervisor. It is expected that every office will have coverage Monday through Friday. Here are the options:

1. The Traditional Summer Hours** begin on June 6 and end on August 26. Full-time employees working Traditional Summer Hours will work Monday through Friday and take a 30-minute lunch period daily and leave 30 minutes early daily.
2. The Compressed Week Schedule. Contact your supervisor to discuss whether your department is observing this schedule. The compressed week schedule is defined below:
 - Effective June 6 to August 19, 2022:
 - Employees scheduled to work **Tuesday through Friday** will be off the following Mondays: June 6, 13, 20, 27, July 11, 18, 25, August 1, 8, 15.**
 - Employees scheduled to work **Monday through Thursday** will be off the following Fridays: June 10, 17, 24, July 1, 15, 22, 29, August 5, 12, and 19.**

Vice presidents and supervisors will determine the final schedules. Here are some examples:

- An employee who works 35 hours a week will adjust their hours to 8 a.m. to 5:15 p.m.
- An employee who works 40 hours a week will adjust their hours to 7 a.m. to 5:30 p.m.

There will be no comp time or overtime eligibility during this summer period.

For the final week of summer, August 22 to August 26, all employees may work the Summer Hours schedule.

** PLEASE NOTE: July 4 will be on a Monday this year. During this holiday week, all eligible employees will observe the Traditional Summer Schedule (see #1 above) and will be expected to report to work on Tuesday, July 5 through Friday, July 8 unless scheduled for time off.

For employees working a compressed week, please note the following information which should be reflected on your timesheets:

Employees Whose Regular Schedule is 35 Hours

One workday will be counted as 8.75 hours with a 30-minute lunch period.

A full day off during this period will be counted as 8.75 hours.

Phone Service Provider Conversion Completed



The Information Systems (IS) department has completed the conversion to a new phone service provider. The new provider is Internet based and provides redundant

connections to keep the college connected in case of service or hardware failures. In the near future, IS will be updating the enhanced 911 database with the new provider, so the college can provide 911 dispatchers with more accurate location information, right down to the building, floor and room number, as opposed to previously being able to only supply the 214 Center Grove Road address.

May Is Mental Health Awareness Month



Maintaining your mental health is just as important as your physical health. By prioritizing your emotional, psychological and social well-being, you are better equipped to deal with stressful times more effectively and feel better overall.

Here are some tips from the college's employee assistance provider, New Directions, to improve and maintain your mental health:

Maintain social connections

Check in regularly with family and friends and get involved in your local community by signing up for classes or attending a meetup.

Make time for movement

Exercise improves how you feel mentally and physically. Try going for a walk with friends, ride a bike or attend a workout class.

Prioritize sleep

Lack of sleep can contribute to depression, stress and anxiety.

Practice gratitude

Remind yourself of what you're grateful for. Try to find the positive even in difficult situations.

Sense of purpose

Know your why—what is your reason for getting out of bed each day? Look for opportunities to help others.

Seek professional support

Don't be afraid to take the first step and get the help and guidance you may need from a professional counselor.

If you'd like to learn more about mental health awareness lean on your EAP. The EAP offers free, confidential services like counseling, legal and financial resources, local referrals, life coaching, online toolkits and more. Visit eap.ndbh.com and use employee code **ccm**. You also can register for the May webinars – Languishing and Flourishing and Confident Leadership – [here](#).

STUDENT SERVICES

The Library
[In-Person and Remote Service](#)

Online Tutoring Center
For more information, click [here](#).

HR CORNER

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 speak with the representatives.

AIG (formerly VALIC) representatives MaryAnn Bradford and Tom Napier are available for individual appointments.

Select this link for contact information [County College of Morris Quick Links](#)
[Click here to schedule a virtual meeting or phone appointment](#)

Equitable representative Marc Sheridan is available at 908-230-2042 or email Marc.Sheridan@equitable.com

MassMutual (formerly Hartford) representative Kenneth Quarnaccio is available at 848-248-4313 or email kquarnaccio@gittermanwealth.com.

MetLife/BrightHouse representative David Sharpe is available at 973-575-3254 or email dsharpe@financialguide.com.

Prudential
Call 732-428-2314 or email alicia.smith@prudential.com to make an individual appointment to discuss ABP or DCRP investments.

Contact TIAA's National Contact Center at 800-842-2252 for questions and counseling.

Voya representative, John Murray is available to help you with your retirement account. To schedule an appointment call (609) 234-3369 or email johnmurray@voyafa.com

NOTICES FOR CCMEMO

Email material to Kathleen Brunet at kbrunet@ccm.edu.

Submissions must be received by 3 p.m. Wednesday.

Looking for past issues of the CCMemo?
[Find them here.](#)

A week's vacation will be counted as 4 days (35 hours).

Employees Whose Regular Schedule is 40 Hours

One workday will be counted as 10 hours with a 30-minute lunch period.

A full day off during this period will be counted as 10 hours.

A week's vacation will be counted as 4 days (40 hours).

Purchasing Deadlines for "01" General Fund Accounts

Deadline dates for FY 2022 purchase requisitions are established to ensure that the Purchasing department has adequate lead time to procure all goods and services for the current fiscal year. If the Purchasing department is currently seeking quotes or proposals for goods and services for your department, it will make sure that information is returned to you ASAP so you can create a requisition.

Please take note of the following deadlines.

Miscellaneous Purchases (excludes repair & maintenance) – today

Blanket Order Change Requests – 5/27/22

Food Service Orders – 5/27/22

Blanket Order Releases – 6/3/22

WB Mason Office Supplies – 6/3/22

Check Enclosed Orders – 6/3/22

Achieve Better Mental Health

Wellness Webinars from Horizon Blue Cross Blue Shield
New Jersey

The Surprising Impact of Food on Your Mental Health Wednesday, May 18, 5:30 – 6:30 p.m.

Does your food impact your mood? Yes! Learn how foods affect your physical, mental and emotional health as soon as you eat them. [Register Now.](#)

The Latest on COVID-19 and the COVID-19 Vaccines Friday, May 20, 1 – 2 p.m.

Interested in learning about the latest COVID-19 and vaccine news? Join us as we sit down with a doctor for a Q&A covering the newest info about the virus, the COVID-19 vaccines and the most recent available data and science. [Register Now.](#)

Eating Disorders: What Do I Need to Know? Tuesday, May 24, noon – 1:00 p.m.

More than 30 million Americans will develop an eating disorder at some point. In this session, we'll explore symptoms of common eating disorders and dispel myths so that you can better understand these often-misunderstood conditions. [Register Now.](#)

Virtual Reiki Session Thursday, May 26, 7 – 8 p.m.

Join us for a virtual reiki session where we'll open the energy blockages in the body to help you sleep better, be less stressed, improve your emotional health and relax more. [Register Now.](#)

To watch a recorded webinar, visit HorizonBlue.com/njwellwebinars.

SOCIAL MEDIA

Help us communicate all of the good things happening at CCM by liking, sharing or commenting on the college's social media posts and pages.

