

Professional Development

- Attention Supervisors: The **Supervisor Orientation Training Program** will be offered remotely February through June, 2021. Look for upcoming announcements for more information.
- **Calendar of upcoming Technology & Career Skills Training** – Click [here](#)
(You may be prompted to logon to SharePoint before viewing the calendar.)
- **Free Online, on-demand training available 24/7 to employees** - Click [here](#)

Ethics Hotline Reminder

- The Ethics Hotline is a service provided to the College through Lighthouse Services, Inc. The hotline is in place to provide an anonymous and confidential means for reporting ethics violations, theft, and fraud.
- This hotline is NOT a substitute for routine communications within our organization between employees and their supervisors and managers, particularly as to workplace duties, nor does it replace the non-discrimination procedures that are in place. Employees have many ways to report ethics violations, theft, or fraud including discussing the concern with their manager, a College executive, or a member of the Brookdale Community College Police Department. The hotline is an additional communications tool and it is provided because we believe it is the right thing to do.
- The toll free telephone number to access Brookdale's Ethics Hotline is 844-410-0042. It is available 24 hours a day, 365 days per year. The hotline can also be accessed via the internet, at www.lighthouse-services.com/brookdalecc

Schedule for Spring Screening Centers

CVA LOBBY	Monday: 7:00 a.m. – 7:15 p.m. Tuesday, Wednesday, Thursday: 7:00 a.m. – 7:00 p.m. Friday: 8:00-12:00 noon
ATeC LOBBY	Monday – Thursday: 7:00 a.m. – 8:00 p.m. Friday: 8:00-1:00 noon
AUTO TECH LOBBY	Monday and Wednesday: 8:30 a.m. -3:00 p.m. Tuesday: 7:00 a.m. -2:30 p.m. Thursday: 7:30 a.m. – 2:30 p.m. Friday: 8:30 a.m. – 9:30 a.m.
CULINARY EDUCATION CTR	Monday, Tuesday, Thursday, Friday: 7:00 a.m. – 10:00 a.m.
WALL REGIONAL LOCATION	Varies by day based on classes scheduled in the building

COVID protocols for the Spring semester remain unchanged.

Pre-screening questionnaire is required and may be completed after 5:00 p.m. the night before arrival.

Temperature checks at the screening centers are required before access to campus buildings.

Wristbands are required to be worn on the wrist.

Face coverings over the nose and mouth must be worn while on campus.

Social distancing is a must.

**Frequent hand washing with soap for at least 20 seconds is expected.
Disinfectant wipes should be used to wipe down surfaces after use.**

**Positive tests should be reported (to Y. Madas for students; to P. Sensi for employees,
vendors) and a minimum isolation period of 10 days observed.
Close contacts will be required to quarantine for 14 days.**

You can pre-register for COVID vaccinations by going to: covidvaccine.nj.gov

Hang in there! We are Brookdale strong!