

New Member Orientation Academy for Lifelong Learning



NEW MEMBER ORIENTATION ACADEMY FOR LIFELONG LEARNING (ALL)

ALL OVERVIEW ALL was established in 1987 with 18 members and now has an active membership of over 400. The Board of Directors, course coordinators and front desk staff are all ALL volunteers. Cynthia Jayne is the ALL Office Administrator. The ALL Office is staffed Monday through Friday, from 9:00 a.m. – 3:00 p.m.

ALL is also a social organization, and you are encouraged to visit the office early on the day of your class. Get to know classmates and other members you meet in the lobby area. Signing up for a committee is also a fun way to meet interesting people. Most importantly, enjoy your time at ALL.

Vision

A world where older Cape Cod residents contribute to their full, vibrant lifelong potential through continual shared learning and socializing.

Mission

Build and nature CONNECTED COMMUNITY THAT INSPIRES OLDER Cape Cod residents and friends to lead more engaged and fulfilling lives through a variety of classes and other activities.

NEW MEMBER INFO AND BENEFITS

Welcome to ALL. We hope that you will find your time with ALL a rich and rewarding experience, both intellectually and socially. In the past we have occasionally used locations other than our headquarters at Cape Cod Community College for our classes. This year, all classes will be held either on Zoom, or taught in rooms C-106 and C-115 on the second floor of the Grossman Commons Building, located above the cafeteria. The locations of the particular classes you have chosen are listed in the ALL Course Catalog.

**ALL direct phone number is 774-330-4400 and our website is
www.capecodall.org**

Cancellation of classes by College because of weather - related issues if the college is closed or has a delayed opening due to inclement weather or other reasons, then ALL is also closed. The college closing or delay caused by weather will usually be announced on the radio and TV, and on the college's website. Your coordinators will arrange any variations in their schedules directly with each of their classes.

ALL follows the College calendar so when the College is closed for holidays, semester breaks, etc. ALL will also be closed. Check with your class coordinators, the monthly newsletter, and the catalog for the schedule.

The Wilkens Library at Cape Cod Community College – ALL Member Use

You can use the library facilities whenever they are open, but to check out books you will need a CLAMS card. CLAMS stands for Cape Libraries Automated Materials Sharing and is the library card used by most public libraries on the Cape. You can obtain a CLAMS card at any public library except Sandwich which uses a different system.

The Cafeteria is located on the first floor of the Grossman Commons Building. The cafeteria is available to ALL members.

Parking

ALL members use parking lots 9, 10, and 11. Lot 9 - Follow the walk up the hill to Grossman Commons. Lots 10 and 11 - follow the path to the Lorusso Technology Building (an easier walk). You can also use the elevator in the Lorusso Technology Building up to the 1st level and walk across to the Grossman Commons Building.

Handicap Access

There is accessible (formerly known as handicapped) parking available outside the Grossman Commons building for those with a proper permit. If wheelchair access is needed, this will be found at the new science center. An elevator will take you to the second floor where an elevated, wheelchair-accessible walkway leads to the back entrance of Grossman Commons where our classes are held.

Classes

We ask that you commit yourself to attending all your classes. If you cannot attend, please notify your coordinator directly. If you choose to drop out of a class, please tell your class coordinator and the ALL-Registration Team at allccregister@gmail.com or lifelonglearning@capecod.edu. Refunds of membership fees are available only through the first week of class except in special circumstances and will be issued after the class registration process is completed.

There will be lists posted online at our website at <https://www.capecodall.org/openclasses/> showing classes that still have openings. You are welcome to sign up for any of those classes at no additional membership cost if you are already registered. Contact the Registration Team at allccregister@gmail.com or lifelonglearning@capecod.edu.

Social and Special Events

In addition to classes, ALL offers lectures, trips and other special events that you will hear about throughout the semester in your classes as well as in ALL communications. If we do not have your email address or if you change your email address, please notify the ALL office so that we can update our records and keep you informed.

Publications – Reflections Magazine and ALLways Monthly Newsletter

As a new member, you will receive our monthly newsletter via email updating you on events, lectures, what our members are up to and important ALL news of interest to our membership. The Newsletter is distributed electronically so it is critical to provide your email address, especially if it changes so we can update our records and keep you informed.

Reflections Magazine, a compilation by Maggie French of some of the artistic output of ALL, is also distributed electronically with a printed version available for purchase. Additionally, you will be informed of social events and special lectures.

Volunteer Information

All the ALL committees welcome volunteers. Particularly important needs are below.

- Finance – QuickBooks, accounting, banking and/or finance
- Policies and Procedures – Working with standing committees to review and revise existing Policies & Procedures manuals.

In your packet you will find a volunteer information form. A list of the committees is on the next page. Since ALL is a volunteer organization, we hope you will find the time to become involved by completing the form in the packet and submitting it to us at your first opportunity. Forms can be sent online to lifelonglearning@capecod.edu or dropped off at the help desk when you come to your first week of classes.

You might consider offering a course yourself of either 6 or 12 weeks; alone or with a spouse or friend. Henry Tamzarian is the Curriculum Committee Chair and can answer questions about coordinating a course. If you have an idea about a new course, please send a note to lifelonglearning@capecod.edu with your idea. It will be referred to the Curriculum Committee who will then contact you.

If you have any further questions, please ask!

Roger Shoemaker
President

ALL VOLUNTEER OPPORTUNITIES

ALL is an all-volunteer program. Would you be interested in volunteering? It is a great contribution to ALL and a wonderful way to meet more ALL members. Areas of volunteer opportunities include:

Committees:

- o Curriculum – Chair, Henry Tamzarian
- o Registration – Chair, Jean DeVincentis
- o Nominating – appointed by ALL President
- o Hospitality and Social – Chair, Alice Mitchell
- o Policies & Procedures – Denise Benjamin
- o Communications – Chair, Peg Crawford
- o Special Events – Chair, Jay Green
- o Finance – Chair, Maggie French
- o ALL Reflections –DJ Foley
- o Art Gallery – Contact Cynthia Jayne at the front desk
- o Front Desk Volunteer – Joe Dwelly
- o Finance – Linda Deasey

Please check off any that areas interest you and then provide us with your contact information below:

Date: _____

Name: _____

Phone: _____

Email: _____

(Please print the above clearly so we can contact you)

Please return your completed form to the ALL-Office Desk or to your Class Coordinator.

THANK YOU FOR YOUR SUPPORT

Committee Responsibilities

Curriculum—Recruits course coordinators, reviews course proposals, and develops each semester's curriculum/schedule.

Registration—Assists with course registration process each semester.

Long Range Planning—Addresses future needs of the Academy.

Nominating—Identifies and solicits candidates for Board of Directors.

Hospitality—Plans and carries out a program of social activities.

Policies & Procedures—Develops policies, procedures and responsibilities in accordance with Academy By-Laws.

Communications—Communicates the purpose and programs of the Academy to members and the public via our website, newsletter, email and other means.

Special Events—Develops, plans, and suggests special events during the fall and spring semester.

Finance—Oversees the financial aspects of ALL, working with the Treasurer.

ALL Reflections—Solicits, selects, prepares, and edits materials for publication in the Academy magazine Reflections.

Art Gallery—Solicits and collects member material for exhibit/sale in the ALL Suite including family appropriate art and photography.

Important Contact Information for ALL

ALL Office Phone Number 774-330-4400

ALL Email Address

lifelonglearning@capecod.edu

ALL Website

www.capecodall.org

Emergencies

IN ALL EMERGENCIES, DIAL 911 BEFORE CALLING CAMPUS POLICE
AT 774-330-4349

**ACADEMY FOR LIFELONG LEARNING OF CAPE COD, INC.
BOARD OF DIRECTORS**

Roger Shoemaker rogerdshoemaker@gmail.com	President
Brian Haendiges bhaendiges@comcast.net	Vice President
Maggie French mmfrench@comcast.net	Treasurer/Finance
Joan Freedman jrfreedom@comcast.net	Clerk
Jean DeVincentis jdevincentis@gmail.com	Registration
Henry Tamzarian htamzari@smith.edu	Curriculum
Peg Crawford Peg_crawford@msn.com	Communications
Alice Mitchell aamitch3@sbcglobal.net	Hospitality and Membership
Jay Green Jaygreen1942@gmail.com	Special Events
Joe Dwelly jdwelly1@icloud.com	Desk Volunteer
Linda Deasey Ldeasy180@gmail.com	Finance
Office Administrator Cynthia Jayne lifelonglearning@capecod.org	

CAMPUS MAP

- 1 TILDEN ARTS CENTER
- 2 NICKERSON ADMINISTRATION BUILDING
- 3 WILKENS LIBRARY
- 4 MAUREEN M. WILKENS HALL (Wilkins South)
- 5 FRANK WILKENS BUILDING (Wilkins North)
- 6 FRANK AND MAUREEN WILKENS SCIENCE AND ENGINEERING CENTER
- 7 GROSSMAN COMMONS BUILDING
- 8 WKWL RADIO STATION
- 9 LORUSSO TECHNOLOGY BUILDING
- 10 LIFE FITNESS CENTER
- 11 FACILITIES/DELIVERIES



- Accessible Parking
- Bus Stop
- Elevator
- Walking path
- Bridge
- Stairs

