

**HUDSON COUNTY COMMUNITY COLLEGE**  
**70 Sip Avenue**  
**Jersey City, NJ 07306**

**Regular Meeting – Board of Trustees**  
**Tuesday, June 14, 2022**  
**5:00 P.M., Via Zoom**

Download the Zoom app onto a PC, Mac, iPad, iPhone, or Android device. Only members of the public who download the Zoom app and join from a computer or mobile device will be able to participate during the *Comments from the Public* portion of the meeting.

Video functionality is available only to members of the Hudson County Community College Board of Trustees and staff as needed.

Topic: HCCC June 2022 Board of Trustees Meeting

When: June 14, 2022 05:00 PM Eastern Time (US and Canada)

Members of the public may use the following link and join the Zoom Meeting Webinar via Audio-only.

<https://zoom.us/j/96806280986?pwd=bkkvSUqVvk5nakFTQ3gzVTJiZVBOZz09>

Passcode: 258699

Telephone: (312) 626 6799

Webinar ID: 968 0628 0986

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Please note that members of the public who dial-in by telephone will not have the ability to speak during *Comments from the Public* and will be in listen mode only.

All microphones for public participants are muted except during the *Comments from the Public* portion of the meeting. If you wish to make comments, use the "Raise Hand" notification icon at the bottom of the screen. When you hear your name announced, you may address the Board. After the speaker's time ends, their microphone will be muted to allow others the opportunity to address the Board. Each speaker will participate via audio-only.

**AGENDA**

**I. CALL TO ORDER - FLAG SALUTE**

*Mr. Netchert*

**II. ROLL CALL AND RECOGNITION OF VISITORS**

**Trustees:**

*Joseph Doria*

*Karen Fahrenholz, Secretary/Treasurer*

*Pamela Gardner*

*Frank Gargiulo*

*Roberta Kenny*

*Bakari Lee, Vice Chair*

*William Netchert, Chair*

*Jasmine Ngin – Student Alumni Representative*

*Jeanette Peña*

*Christopher Reber, President*

*Silvia Rodriguez*

*Harold Stahl*

- III. COMMENTS FROM THE PUBLIC** *Mr. Netchert*
- IV. CLOSED SESSION** *(The Board of Trustees will determine whether there is a need to go into closed session at the beginning of the meeting. If there is such a determination, an announcement will be made as to where the session will be placed on the agenda.)*
- V. REPORTS**
1. *Student Government Association President's Report* *Ms. Beebe*
2. *President's Report* *Dr. Reber*
- VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS** *Dr. Reber*
1. *Minutes of Previous Meetings*
2. *Gifts, Grants, and Contracts*
- VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS** *Dr. Reber*
- VIII. PERSONNEL RECOMMENDATIONS** *Dr. Reber*
- IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS** *Dr. Reber*
- X. NEW BUSINESS** *Mr. Netchert*
- XI. ADJOURNMENT** *Mr. Netchert*

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**II. ROLL CALL**

**Trustees:**

- Joseph Doria* \_\_\_\_\_
- Karen Fahrenholz, Secretary/Treasurer* \_\_\_\_\_
- Pamela Gardner* \_\_\_\_\_
- Frank Gargiulo* \_\_\_\_\_
- Roberta Kenny* \_\_\_\_\_
- Bakari Lee, Vice Chair* \_\_\_\_\_
- William Netchert, Chair* \_\_\_\_\_
- Jasmine Ngin, Student Alumni Representative, ex officio* \_\_\_\_\_
- Jeanette Peña* \_\_\_\_\_
- Christopher Reber, President, ex officio* \_\_\_\_\_
- Silvia Rodriguez* \_\_\_\_\_
- Harold Stahl* \_\_\_\_\_

*This meeting is called in conformance with the "Open Public Meetings Act." A notice of the meeting of the Board of Trustees was transmitted to all Board members; advertised in The Jersey Journal and The Star Ledger; filed with each office of the Hudson County Municipal Clerks; and posted on the Public Bulletin Boards of Hudson County Community College at 70 Sip Avenue, Jersey City, New Jersey, and at the North Hudson Campus, Union City, New Jersey, stating the date, time and place of said meeting.*

### **MEETING INTRODUCTION**

*This meeting is called in conformance with the Open Public Meetings Act. Members of the public will now have an opportunity to address the Board of Trustees. Comments of each person will be limited to five minutes, including all responses. A member of the public may not provide any portion of his/her five-minute allotment to any other member of the public. Please be aware that the purpose of the public portion of the meeting is for the public to express any ideas, concerns or issues they may have concerning Hudson County Community College. Questions raised to the Board during the public comment period may be referred to the appropriate administrative person(s) at the College for response at a later time.*

*Any public comments made to the Board, which the Board considers obscene, harassing, or meant to incite, will be prevented by the Board. The person making these remarks may be required to relinquish the remaining time allotted to speak and will be asked to leave the Board of Trustees meeting. Public comments or questions are open to any matters over which the Board has purview and jurisdiction.*

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**III. COMMENTS FROM THE PUBLIC**

*If you wish to make comments, use the "Raise Hand" notification icon at the bottom of the screen. When you hear your name announced, you may address the Board. After the speaker's time ends, their microphone will be muted to allow others the opportunity to address the Board. Each speaker will participate via audio-only.*

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**IV. CLOSED SESSION**

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**V. REPORTS**

1. *Student Government Association President's Report (A. Beebe)*
2. *President's Report (C. Reber)*  
*Advancements in Technology, Patricia Clay, Chief Information Officer*

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

**1. MINUTES OF PREVIOUS MEETING**

*The Minutes of the Regular Meeting of May 17, 2022 are herewith submitted to the Board Trustees for approval. (Attachment A)*

Recommendation:

*It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of May 17, 2022.*

**2. GIFTS, GRANTS, AND CONTRACTS REPORT – No Report**

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees accept Item VI., Regular Monthly Reports and Recommendations.

**INTRODUCED BY:**

\_\_\_\_\_

**SECONDED BY:**

\_\_\_\_\_

**DATE:**

June 14, 2022

*Doria, Joseph*

\_\_\_\_\_

*Fahrenheitz, Karen*

\_\_\_\_\_

*Gardner, Pamela*

\_\_\_\_\_

*Gargiulo, Frank*

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*Kenny, Roberta*

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*Lee, Bakari*

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*Peña, Jeanette*

\_\_\_\_\_

*Rodriguez, Silvia*

\_\_\_\_\_

*Stahl, Harold*

\_\_\_\_\_

*Netchert, William, Chair*

\_\_\_\_\_

\_\_\_\_\_ Aye

\_\_\_\_\_ Nay



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*Regular Meeting of the Board of Trustees*  
*May 17, 2022*

**HUDSON COUNTY COMMUNITY COLLEGE**

**Regular Meeting – Board of Trustees**  
**Tuesday, May 17, 2022**  
**5:00 P.M., via Zoom**

**MINUTES**

**PRESENT:** *Joseph Doria; Karen Fahrenholz (Secretary/Treasurer); Pamela Gardner; Frank Gargiulo; Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Jasmine Ngin (Student Alumni Representative); Jeannette Peña; Christopher Reber; Silvia Rodriguez; Harold Stahl;*

*Counsel to the Board: David Blank, Esq., for Scarinci and Hollenbeck*

**ABSENT:** *Jeannette Peña*

**I. CALL TO ORDER - FLAG SALUTE**

**II. ROLL CALL**

**III. COMMENTS FROM THE PUBLIC**

*Michael Ferlise offered the following remarks.*

Good evening, Chairman Netchert, Vice Chair Lee, Trustees, and President Reber.

I am very happy to be here this evening to share with you news – that you no doubt already know – that the Professional Association overwhelmingly ratified our Memorandum of Agreement with the College this past Wednesday.

74% of our members voted. Of those who voted, 95% voted yes to ratify. We hope the Trustees, in reviewing this document and the exceptional work and thought that went into it over the past year and a half, also feel it deserves their approval.

There is, in fact, quite a lot of good news here to share with you in this agreement that – without exaggeration – represents the ongoing transformation of our College, culture and morale.

Without going into details, four items in this agreement are of exceptional significance. The continued commitment in parity and equity in faculty salaries; the greater professionalization and support of the union with release time for its leadership; the realignment of teaching overload within the norm of other colleges; and, not least, the revised provisions for discipline that better protect the College, our students, and faculty alike.

I feel proud, as I am sure Chris does, not only for the ability of these items to improve people's lives, which they certainly do, but also for the fact that both the Union and the College administration took principled stances in order to get there and made good on our commitments to do the right thing – which is not always easy.

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These changes are the hard-earned results of the continued collaborative effort and goodwill on both sides to place HCCC on a new footing that, I believe, should we continue in this spirit, will make us second to none in New Jersey community colleges. It is no exaggeration to say that we can become the model to which others aspire.

The dramatic changes and progress that have taken place at our school over the last four years, as I have often noted in public, are not and cannot be accomplished alone.

The Professional Association, our faculty's trust in us to represent them fairly and vigorously, the President and his administration, and the Trustees' continued support make possible these important and life-changing efforts – life-changing, of course, for individual members and students, but also for the institution itself.

Special recognition has to be given here to Chris Reber for the positive change he has brought to our institution and - perhaps even more – for the opportunity for change and the inclusivity he has championed and continues to make possible.

Not everything is perfect, of course, and we are not “there” yet. Not everything went according to plan in these negotiations. And there is certainly room for improvement and continued progress in equity and areas such as professional development, promotion, and others that merit serious institutional reflection and consideration. But the basics are there – or, at the very least, they're getting there.

What seems exceptional to me regarding our current circumstances is that despite differences in views or interpretation of things between faculty and administration, we equally believe in the recognition and dignity of others. We believe in the process of reaching an agreement, compromising for the greater good, respecting each other's differences, and taking the other's view into account while trying our sincere best to reach unity and agreement.

Is it easy? No, it is not easy. But we remain optimists of the will and committed to the process! I believe all of this was reflected in our last contract and again in the current MOA before you.

As much as we have already accomplished and are prepared to accomplish going forward, I sincerely hope that years from now, members of the college, old and new, will look back on our accomplishments during these rich and promising times and see this not as the height of our College's development and culture, but only its earliest beginnings. Only we, in our diversity and striving for unity, will make it so.

In closing, I would like to thank our negotiation teams:

Many thanks go to the remarkable work and unparalleled commitment of Tony Acevedo, Lauren Drew (our new Vice President), Sean Egan, Sirhan Abdullah, and Maury Koffman, our NJEA rep. Thanks also to Anna Krupitskiy, Darryl Jones, Veronica Zeichner, Ramon Rivera, and Sarah Toretta.

Thank you very much.

*Chairman Netchert offered the following remarks.*

On behalf of all of the Trustees, I could tell you that we understood the frustrations concerning the salaries. We were limited in that Chapter 12 lets us build beautiful buildings, but it doesn't allow us to pay the people who make them worth something.

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When Chris got here, Bakari, Karen, and I committed the Board to prioritize structuring our salaries. First, it would increase the morale, and second, it would prevent what was happening, which was people breaking their teeth at HCCC and then leaving for a place with more money. I think we've done that, and we're proud of that ourselves and this by no means is the end.

I would be remiss if I didn't say that a lot of it is due to the County Executive as well, because when Dr. Reber got here, we went hand in hand, triggering that this was the best time if there was a good time to ask for help and getting us to where we needed to be. He was more than accommodating to us, so I'm happy to hear you speak as you do; that's what we're here for, that's what we're trying to do, and I'm so glad that you think we've been doing the right thing.

*Trustee Lee offered the following remarks.*

I'll just echo what you said. It's been a long time coming. As you said, employees of the College have come in, cut their teeth here, and then not going on to better places but going to the more lucrative places. It was something we've struggled with for a long time. I am glad to have Dr. Reber on board, who was able to assemble the team and expertise to put this all together and get us to a new place. It's an honor to be on the Board that works collectively under your leadership, Bill, and to provide the guidance and leadership to make it work.

*Jose Lowe offered the following remarks.*

Good evening, Trustees, Dr. Reber, faculty, staff and students.

My name is Jose Lowe and I was a member of the Academic Administrative Association Negotiations Committee.

On behalf of the Academic Administrative Association, I would like to thank Dr. Reber, the Hudson County Community College Negotiation Team, and the Board of Trustees for advancing the new Memorandum of Agreement last week. We are very grateful for the results and the hard work poured into the agreement, especially the Evergreen project. When we emailed the passing results of the agreement ratification to the membership, we received many congratulatory messages. We appreciate the time, effort and persistence committed to this new MOA. I also want to specifically thank our negotiations committee: Christine Peterson, who couldn't be here today, Chris Conzen, and Veronica Gerosimo. Once again, thank you, Trustees, for this great news that we've been receiving these past few days.

*Patrick Del Piano offered the following remarks.*

Good evening, everybody, Trustees, and Dr. Reber.

Thank you very much to you and the negotiation teams. We worked hard until we came to an agreement on both sides, which we ratified on Thursday with numerous votes. Now, it is up to the Board of Trustees to take the next step and approve authorizing the Collective Bargaining Agreement.

Thank you, everybody, it's been a pleasure!

*Chairman Netchert offered closing comments to the public.*

Leaders of associations, we are as happy as you are that we're at a point where we're comfortable with the resolutions we're approving.

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**IV. CLOSED SESSION – None**

**V. REPORTS**

1. *Student Government Association President's Report*

*Student Government Association President, Angel Beebe, offered the following report.*

Good evening, Trustees, Dr. Reber, faculty, students, and guests.

I want to start by thanking you for welcoming Sally Elwir last month with open arms as she attended and spoke for me.

Last month, SGA planned three big events for the remainder of the semester. On April 19, we hosted our first-ever Arab Heritage Fashion Show organized by SGA's Vice President, Sally Elwir, and SGA's Director of Diversity, Equity and Inclusion, Yasmeen Abdelaziz. It featured and celebrated ten different Arab countries. There were refreshments and a raffle for all in attendance. Thank you, Professor Bach, for being a wonderful MC, and thank you, Dr. Reber, for attending the event.

On April 27, we hosted our LGBTQIA+ Student Social in honor of HCCC Pride Month. There was Drag Bingo hosted by Harmonica Sunbeam, DIY rainbow candles, tie-dye shirts, rainbow cupcakes, pronoun buttons, karaoke, and much more! This event was organized by SGA's Director of Communications, Christian Rodriguez.

Finally, our biggest event of the semester is the upcoming SGA Summer Kick-off Festival. Our Winter Festival in December was a huge hit, and we wanted to provide a similar event for this semester. We will have multiple carnival games, food, and a bouncy house. Students may bring their family and friends to enjoy this nice fun-filled day. The Summer Kick-off will be on May 21, 2022. We already have 86 confirmed attendees. I am extending an invitation in hopes you will attend and enjoy all the hard work we put into this program.

As Commencement is right around the corner, SGA held elections. Our process started a few months ago when we had new senators join the team. During that time, they learned how we functioned as an organization. Over that time, current E-board members and I have seen immense growth in their leadership development, and I am excited for what is yet to come next semester with the new executive board.

Thank you for your time. It has been a pleasure to speak this evening. I am happy to answer any questions or hear any suggestions you may have.

2. *All College Council Chair's Report*

*All College Council Chair, Dr. Peter Cronrath, offered the following report.*

In my first academic year as Chair of the All College Council (ACC), I am happy to provide the Board with a year-end report. With the interest of time in mind, I will only express some highlights now, but the full committee reports will be submitted for the minutes.

Some All College Council highlights from the 2021-22 academic year include:

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- The passing of one Charter Revision, four Governance Recommendations, and three Suggestions to the Administration, one being the Reimagining of Convocation for 2023.
- The addition of several syllabi statements, including statements in response to the COVID-19 pandemic, a Diversity, Equity, and Inclusion statement, and a Financial Aid Attendance statement.
- The adoption and implementation of adding DEI representatives to each standing committee and the Academic Senate starting fall 2022.
- The formation of the Academic Senate in fall 2021, which took over the role of the academic affairs committee and now has elected representatives from each division/school to contribute to the academic decisions of HCCC. The Senate also provided further transparency tenfold by having report-outs in each meeting from the following committees: the Curriculum and Instruction Committee, the General Education Committee, the Online Learning Advisory Committee, and the Assessment Committee.
- There were also fun activities such as the Steps for Wellness exercise program (in its 2nd year), Paint-n-Sip functions on each campus, a Holiday Mixer, and the annual Dollars for Scholars event to raise money for student scholarships.
- Several surveys were also conducted by different committees to gather information from the HCCC community so problems, issues, and needs could be brought to the table for discussion.

With this enhanced shared governance model, working together and being inclusive of everyone's ideas on making HCCC a better place, we have accomplished a lot but plan to do even more next year.

I would like to thank all of the chairs for their hard work this year: Eric Adamson, Shannonine Caruana, Heather Connors, Faiza Fayyaz, Karen Hosick, Jose Lowe, Dr. Fatma Tat, Kyle Wooley, and Jing Yang. Thanks to the committee membership, elected representatives, and the administrative liaisons for all of their contributions. And I most importantly want to thank the executive committee: Vice Chair Sharon Daughtry and Secretary Karen Galli, whose efforts have contributed so much to the accomplishments of the ACC.

I want to conclude my report by thanking the Board of Trustees, Dr. Reber, and Dr. Jones for allotting the All College Council time each month to provide transparency in reporting what is happening at the college.

Thank you.

### 3. *President's Report*

*President Reber offered the following remarks.*

Good evening, Trustees and colleagues.

It is great to be together again.

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Before I begin, please join me in a moment of silence for the victims of last weekend's horrific shooting in Buffalo, their families, and our national and world communities in this time of great challenge.

*Moment of silence.*

Thank you.

Angel and Peter, thank you for your reports and leadership.

This has been a very productive year for the All College Council, Student Government Association, and our Student Life and Leadership programs. I've never seen a college with more robust and supportive engagement of students, faculty, and staff. Thank you for your leadership this past year.

At last week's Kente Graduation Ceremony, where Trustee Gardner offered an inspirational keynote address, I met Angel Beebe's mother. Angel's mom shared that Angel has been accepted to Smith College in Northampton, MA, with an \$80,000 annual scholarship! She plans to major in Chemistry and minor in Africana Studies.

Congratulations, Angel! We are so proud of you and happy for you! Your future is so bright!

This evening's agenda includes several resolutions that represent a milestone achievement for our HCCC community. Trustees, as you are aware, you will act this evening on resolutions to approve new, three-year contracts for all four of our Collective Bargaining Units. These are the Professional Association; Academic Administrative Association; Adjunct Faculty Federation; and Support Staff Federation.

I so appreciate the remarks of Michael Ferlise, Jose Lowe, and Patrick Del Piano. Colleagues, thank you for working together to advance the College's Mission and serve our students and employees!

Also included on this evening's agenda is a resolution to adopt the new Employee Compensation and Classification System that was created over the past two years to provide a structure, informed by data, to help ensure internal compensation equity and external market equity, and to modernize position descriptions and titles while also addressing issues of salary compression, among other very positive outcomes. This evening's agenda further includes resolutions to transition non-represented Confidential staff and part-time staff into the new Employee Compensation and Classification System in the same manner as union employees.

These outcomes reflect the input and contributions of HCCC community members from all parts of our College. The outcomes bring us full circle to achieving our shared goal of comprehensive updating and reform of our employee compensation, including equity considerations, employee support, and ongoing professional development. The outcomes are not perfect, and no one has gotten everything they wanted in this process, but we have made phenomenal progress that began with our last contract negotiations and will continue as we respond to new and changing circumstances over time.

I thank our HCCC Village for bringing us to this historic achievement that will make a lasting and positive impact on our College and its people for years to come.

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And on behalf of all members of the HCCC family, I thank you, members of our Board of Trustees, for your full and unwavering support of this work.

This is a fine example of the dedicated, collegial and respectful community – which we call family – that was recognized last month by the National Institute for Staff and Organizational Development, and *Divirse Issues Magazine*, when they named Hudson County Community College one of the 24 “Most Promising Places to Work in Community Colleges” across America. Next week, immediately following Commencement, I will join a team of HCCC colleagues at NISOD’s annual conference in Austin, Texas, where Hudson County Community College will be recognized and presented with this highly meaningful award.

Trustees, this evening you will also act upon a resolution to grant promotions to nine full-time faculty following the review and recommendations of our Faculty Promotion Committee and the recommendation of Vice President for Academic Affairs, Dr. Darryl Jones.

I have asked Dr. Jones to introduce and speak briefly about each of these faculty colleagues.

*Dr. Jones introduced the faculty.*

Thank you, Dr. Reber.

Good afternoon, Trustees, faculty, and staff.

Each year at this time it is my honor to recommend to the President our Faculty Promotion recipients. Before I introduce the faculty, please allow me to offer a few words about the Promotion process.

The Promotion Committee's evaluations were based on the criteria outlined in the Professional Association Agreement, which include Excellence in Teaching, Professional Development, Fulfillment of Professional Responsibilities, Service to the College and Community, Educational Requirements, and the respective Supervisor's Recommendation.

As you are aware, our faculty have substantive achievements in their teaching, scholarly activities, professional development, and service that make the College the unique institution that it is. Our Promotion Process is one important way in which to honor their work. There is a saying that is appropriate for this occasion: “Being ready isn’t enough; you have to be prepared for a promotion and other significant changes.”

Trustees, the faculty presented to you this afternoon are prepared, excited, and committed to continue assisting our students with accomplishing their dreams!

This year we have nine faculty members advancing in ranks, and it gives me pleasure and pride to introduce them at this time:

**Promotion From Assistant Professor to Associate Professor**

**Antonio Acevedo** joined HCCC in 2013 as a Lecturer. In 2018 he became a tenured, full-time faculty member and Coordinator of History and was promoted to Assistant Professor in 2019. He also serves as Coordinator of History. Antonio holds a Master of History degree from San Diego State University and a Bachelor of Arts in History from California State University. He participates on various committees, including the Committee to Revise the All College Council Charter, the



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Joint Task Force on Coordination, and the President's Advisory Council on Diversity, Equity, and Inclusion. In 2018, he also served as a Lead Editor for the Middle States Accreditation Self-Study Report. In the past, Antonio has been the advisor for the Honors Program, Student Council, and Music Clubs.

**Alison Bach** was hired as an adjunct instructor in 2009. In 2012, she accepted the full-time position of Instructor of English. Alison was granted tenure in 2017 and was promoted to Assistant Professor of English in 2018. She holds an MFA in Creative Writing in Fiction from Sarah Lawrence College and a Bachelor in English from Middlebury College. She served as Chair of the General Education Committee, she is a member of the Online Learning Advisory Committee, and Scoring Committee, among others. Alison was the proud recipient of the Metropolitan Colleges Institute for Teaching Improvement Fellowship at Columbia University.

**Joseph Gallo** began his career at HCCC as an adjunct instructor and was hired as a full-time Instructor of Theatre in the fall of 2013. He was granted tenured status in 2018 and was promoted to Assistant Professor in 2019. At that time, he was tasked with designing the College's first theatre classroom. He served as Coordinator for Theatre and Film from 2012 to 2021. Joseph holds a Master of Fine Arts in Playwriting degree from Ohio University and a Bachelor of Arts in Journalism from Rowan University. He has served on various college-wide and community committees over the years. He has years of experience in film, television, and theatre development. Joseph was the recipient of the 2021 New Jersey Theatre Alliance Grant for New Work.

**Dr. Jerry Lamb** joined HCCC in 2013 as an Instructor of Criminal Justice. He was granted tenured status in 2018 and promoted to Assistant Professor in 2019. Dr. Lamb, to say the least, has an impressive educational background. He holds a Doctorate in Educational Leadership from Nova Southeastern University and a Master and Bachelor of Science in Criminal Justice from John Jay College. Dr. Lamb also holds a Master of Science in Administration and Supervision from Bernard Baruch College and a Master of Arts in Education from Hunter College. He serves on the Internal Review Board, has chaired the Academic Affairs Committee, and was an elected member of the Board of Education in Englewood, New Jersey.

**Dr. Azhar Mahmood** started his career at HCCC as an Instructor of Chemistry in 2013. He was granted tenured status in 2018 and later the title of Assistant Professor. He holds a Ph.D. from the University of Rhode Island and an MBA from Rutgers. He was the 2019 recipient of the Philip Johnston Communications Awards for Excellence in Teaching and the NSF Advanced Technology Education grant for Strengthening Community College and Workforce Partnerships in Construction Management. Dr. Mahmood developed and is the Coordinator for the AAS in Construction Management degree program. Dr. Mahmood is a sought-after consultant in Analytical Chemistry, Process Design and Development.

**Denise Rossilli** began her career at HCCC as an adjunct instructor in 2009, then temporary full-time in 2012, and eventually applied for and was offered a full-time position in 2013 as Instructor and Coordinator of Human Services. Denise was granted tenure in 2017 and was promoted to Assistant Professor in 2018. Presently Denise is working towards completing her Ed.D. in Higher Educational Leadership, Community College track, from Rowan University. She holds a Master of Arts in Clinical Counseling Psychology from Fairleigh Dickinson University. Denise has served as



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Chair of the All-College Council, co-chair of the Middle States Standard VII sub-committee, and the Presidential Advisory Search Committee.

**Robin Anderson Singer** was hired as a full-time Early Childhood Education Instructor in 2014. She was granted tenure in 2019 and the title of Assistant Professor. Robin is working towards her Ph.D. in Teacher Education and Development at Montclair State University. She anticipates completing the degree in 2023. She also holds a Master of Arts in Education of Children with Learning Disabilities from Columbia University. She serves on the American Education Research Association and the International Dyslexia Association and served on Curriculum and Instruction and Student Life committees. Robin is the recipient of the 2018 NISOD Excellence in Teaching Award.

**Promotion From Associate Professor to Full Professor**

**Dr. Salim Bendaoud** began his teaching career at HCCC in 2006 as an adjunct faculty member in STEM and became a full-time Instructor in 2008. Dr. Bendaoud was tenured in 2013 and promoted to Assistant Professor in 2014 and then Associate Professor in 2019. Dr. Bendaoud also served as the Interim Dean of STEM from 2018 to 2019. He holds a Ph.D. in Neuroscience and a Master of Philosophy in Biology from the Graduate Center of the City University of New York. In addition, he holds a Master of Science in Neuroscience from the College of Staten Island. Dr. Bendaoud developed the Biotechnology: Cell Biology course for the STEM Division. He has served on many committees, including the All-College Council, Academic Affairs Council, Tenure and Sabbatical Board, and Coordinator Task Force. Dr. Bendaoud was the recipient of the Academic Excellence Award in Neuroscience from the College of Staten Island in 2009.

**Dr. Velino Joasil** was hired at HCCC as an Instructor of Biology in 2010. He was granted tenure in 2015, promoted to Assistant Professor in 2016 and Associate Professor in 2019. He holds a Ph.D. in Leadership for Higher Education from Capella University, a Doctor of Medicine degree from the Medical University of the Americas, and a Master of Science degree in Microbiology from Seton Hall University. Dr. Joasil has served as Chair of the Academic Affairs standing committee of the All College Council, a member of the President's Task Force on College Completion, Curriculum and Instruction, and the Professional Association Cultural Committee. Dr. Joasil is also on the advisory board for the Center for Teaching, Learning, and Innovation. He is the 2017 recipient of the National Society of Leadership and Success: Excellence in Service to Students Award.

Congratulations to the Faculty! Let's all show our gratitude for their accomplishment!

I would like to take this opportunity to thank Dr. Pamela Bandyopadhyay, who chaired the Promotion Committee, and all those who served on it. It is a particularly important assignment, and I appreciate the challenging work of the committee members. With the number of applicants to review this year, the committee contributed a great amount of their time. Thank you to all who served, our compliance officers, Anna Krupitskiy and Yeury Pujols, and our esteemed faculty, Claudia Delgado, Jeremiah Teipen, Mohammed Imam, Dr. Sirhan Abdullah, Katherine Buckley, Dr. Peter Cronrath, Cathie Seidman, Courtney Payne, and Dr. Ara Karakashian.

We wish all the newly promoted faculty much success as they continue their journeys at HCCC, and we especially thank them for their dedication to their students.

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Dr. Reber, this concludes my remarks.

*President Reber resumed his remarks.*

Thank you, Darryl, and congratulations, valued faculty colleagues.

We all are looking forward to our Commencement Ceremony on Thursday, May 26, at Red Bull Arena in Harrison.

As you are aware, this will be our first on-ground graduation ceremony in three years, and the first ever at Red Bull Arena, located here in Hudson County. We expect more than 7,000 graduates, family members, friends, and faculty and staff to attend and celebrate the accomplishments of our students. This is also, of course, a celebration of the transformational outcomes of our HCCC Mission. Trustees, I look forward to participating with you and so many others in this celebration. And I thank the scores of faculty, staff, and students who have worked tirelessly to bring this major event honoring our graduates to fruition.

Trustees, this concludes my report. As always, I would be happy to entertain any questions or comments you might have.

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

1. *The Minutes of the Regular Meeting of April 12, 2022, were approved.*
2. *Gifts, Grants, and Contracts Report*

*Hudson County Community College has received the following grants:*

**Title:** *New Jersey Career Accelerator Internship Grant Program (CAIGP)*

**Agency:** *Office of the Secretary of Higher Education (OSHE)*

**Purpose of Grant:** *To facilitate innovative connections between undergraduate students enrolled at Hudson County Community College, and employers, to create internship opportunities that can potentially lead to full-time employment following graduation.*

**College Administrator:** *Tatiana Gaona Zuniga*

**College Contribution:** *\$0*

**Award Amount:** *\$13,613.64*

**Title:** *Perkins V – Strengthening Career and Technical Education for the 21st Century Act*

**Agency:** *New Jersey Department of Education*

**Purpose of Grant:** *HCCC received notice of our FY '23 allocation to be utilized for direct instructional support for HCCC CTE programs, and an amendment was submitted for review and approval.*

**College Administrator:** *Nydia James*

**College Contribution:** *\$0*

**Award Amount:** *\$1,318,092.00*

*Introduced by: Bakari Lee*

*Seconded by: Karen Fahrenholz*

*9 Ayes.....0 Nays*

*Resolutions Adopted*

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**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-12**

1. *Resolution Authorizing Architect and Engineering Services for the HCCC Tower Project and Payment for Services, to be funded from Chapter 12 at a cost not to exceed \$370,000, was approved.*
2. *Resolution to Approve May 26, 2022 Commencement Date and Venue, to be funded by the Student Life Fee at a cost not to exceed \$80,000, was approved.*
3. *Resolution Authorizing May 26, 2022 Commencement Reception Catering, to be funded by the Student Life Fee at a cost not to exceed \$60,000, was approved.*
4. *Resolution Authorizing Purchase of Interactive Projector Systems, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$38,037, was approved.*
5. *Resolution Authorizing Purchase and Installation of ITV Equipment, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$25,414, was approved.*
6. *Resolution Authorizing Renewal of Nutanix Software, at a cost not to exceed \$163,053, was approved.*
7. *Resolution Authorizing Renewal of Blackboard Software, at a cost not to exceed \$26,460, was approved.*
8. *Resolution Approving Payment for Emergency Camera System Repairs, at a cost not to exceed \$42,087, was approved.*
9. *Resolution Authorizing Sale of Personal Property at the estimated fair market value of each category of property less than \$25,000, was approved.*
10. *Resolution Rescinding Requests for Proposal for Student Services and Advising Platform was approved.*
11. *Resolution Authorizing Emergency Operations Plan for review to the Secretary of Higher Education, the State Office of Emergency Management, the Department of Health, and the Office of Homeland Security, was approved.*
12. *Resolution to Waive Student Tuition and Fees for Up to Six Credits during Summer 2022 Classes, to be funded by the American Rescue Plan (ARP) Grant, was approved.*

*Introduced by: Bakari Lee*  
*Seconded by: Frank Gargiulo*

9 Ayes.....0 Nays

*Resolutions Adopted*

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**VIII. PERSONNEL RECOMMENDATIONS 1-16**

**1. RETIREMENT**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Elena	Gorokhova	Professor, ESL	September 1, 2022

**RECOMMENDATION:** The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Retirement above as Personnel Recommendation Item No. 1.

**2. RESIGNATIONS**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Karla	Aybar Reyes	Administrative Assistant, College Libraries	May 31, 2022
Roberto	De Fina	Academic Advisor	May 11, 2022
Carol	Fasano	Director of Nursing	September 15, 2022
Omar	Williams	Manager of Web and Portal Services	June 1, 2022

**RECOMMENDATION:** The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Resignations above as Personnel Recommendation Item No. 2.

**3. APPOINTMENT OF STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Kyara	Martin	Counselor, Educational Opportunity Fund	May 18, 2022	\$ 48,000.00
Crystal	Newton	Student Services Assistant	May 18, 2022	\$ 38,000.00
Tejal	Parekh	Assistant Director, Educational Opportunity Fund	May 18, 2022	\$ 55,000.00
Prachi	Patel	Student Services Assistant	May 18, 2022	\$ 38,000.00
Erika	Padilla	Accountant	May 30, 2022	\$ 62,000.00

**RECOMMENDATION:** The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Staff above as Personnel Recommendation Item No. 3.

**4. APPOINTMENT OF TEMPORARY FULL-TIME STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Anita	Belle	Director, Workforce Pathways	May 18, 2022	\$ 80,000.00
Kristofer	Fontanez	Interim Manager of Web and Portal Services	May 18, 2022	\$ 53,955.00
Brianna	Heim	Customer Service Manager	May 18, 2022	\$ 40,000.00
Curtis Lee	Mincey Jr.	Financial Counselor	May 18, 2022	\$ 40,000.00
Ridhdhi	Shah	Au Pair Coordinator	May 18, 2022	\$ 40,000.00
Angelica	Villalta	Academic Advisor	May 18, 2022	\$ 48,000.00

**RECOMMENDATION:** The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Staff above as Personnel Recommendation Item No. 4.

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**5. APPOINTMENT OF FULL-TIME FACULTY**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Gunes D.	Senturk	Instructor of Physics	August 16, 2022	\$ 55,434.92

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Full-time Faculty above as Personnel Recommendation Item No. 5.*

**6. PROMOTION OF FULL-TIME FACULTY**

**REPORTS/BACKGROUND**

*Faculty members may apply to the Promotion Committee for promotion to a higher academic rank with commensurate salary. Criteria shall include but not be limited to teaching effectiveness, contributions to the College, scholarly and professional achievement, and contributions to the community. A faculty member may not be promoted within three (3) years of the effective date of the last promotion. The Promotion Committee shall forward its recommendations through the Vice President for Academic Affairs to the President for approval and presentation to the Board of Trustees.*

*The following faculty are recommended for Promotion effective August 16, 2022.*

<b>First Name</b>	<b>Last Name</b>	<b>From</b>	<b>To</b>	<b>Increase Added to Base Salary (Per Contract)</b>
Salim	Bendaoud	Associate Professor	Professor	\$3,500
Velino	Joasil	Associate Professor	Professor	\$3,500
Antonio	Acevedo	Assistant Professor	Associate Professor	\$3,000
Alison	Bach	Assistant Professor	Associate Professor	\$3,000
Joseph	Gallo	Assistant Professor	Associate Professor	\$3,000
Jerry	Lamb	Assistant Professor	Associate Professor	\$3,000
Azhar	Mahmood	Assistant Professor	Associate Professor	\$3,000
Denise	Rossilli	Assistant Professor	Associate Professor	\$3,000
Robin	Singer	Assistant Professor	Associate Professor	\$3,000

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Promotion of Full-time Faculty above as Personnel Recommendation Item No. 6.*

**7. AUTHORIZATION OF PART-TIME STAFF THROUGH MAY 2023, AS NEEDED**

<b>FIRST NAME</b>	<b>LAST NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>POSITION ID</b>	<b>SUPERVISOR</b>
Ashanii	Huntley	Advisement and Transfer	Advisor	Advisor-200510	Sheila Dynan
Robert	Bennett	Business, Culinary Arts, and Hospitality Management	ADDASIG	ADDASIG-101030	Ara Karakashian
Anthony	Clode	Business, Culinary Arts, and Hospitality Management	PTAACAI	PTAACAI-101030	Ara Karakashian
Kim	Fong	Business, Culinary Arts, and Hospitality Management	PTAACAI	PTAACAI-101030	Ara Karakashian

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Victor	Moruzzi	Business, Culinary Arts, and Hospitality Management	ADDASIG	ADDASIG-101030	Ara Karakashian
Matthew	Siciliano	Business, Culinary Arts, and Hospitality Management	ADDASIG	ADDASIG-101030	Ara Karakashian
Tonja	Webb	Business, Culinary Arts, and Hospitality Management	PTAACAI	PTAACAI-101030	Ara Karakashian
Gina	Acevedo	Continuing Education and Workforce Development	ESL Instructor	PTINST-103005	Catherina Mirasol/Chastity Farrell
Thomas S.	Andolfo	Continuing Education and Workforce Development	Instructor	PTINST102010	Catherina Mirasol/Chastity Farrell
Chloe	Bellows	Continuing Education and Workforce Development	Instructor	PTINST102010	Catherina Mirasol/Chastity Farrell
Ricardo	Camacho JR.	Continuing Education and Workforce Development	Instructor	PTINST102010	Catherina Mirasol/Chastity Farrell
Belen	Deri	Continuing Education and Workforce Development	ESL Instructor	PTINST-103005	Catherina Mirasol/Chastity Farrell
Birds	Jacque	Continuing Education and Workforce Development	Instructor	PTINST102010	Catherina Mirasol/Chastity Farrell
Corazon	Lacsamana	Continuing Education and Workforce Development	Computer Instructor	PTINST-103005	Catherina Mirasol/Chastity Farrell
Adole Jeanne	Logossou	Continuing Education and Workforce Development	Instructor	PTINST102010	Catherina Mirasol/Chastity Farrell
Felicia Kazin	Penchina	Continuing Education and Workforce Development	ESL Instructor	PTINST-103005	Catherina Mirasol/Chastity Farrell
Laverne	Ploom	Continuing Education and Workforce Development	Instructor	PTINST-103005	Catherina Mirasol/Chastity Farrell
Brian	Prendergast	Continuing Education and Workforce Development	Instructor	PTINST-103005	Catherina Mirasol/Chastity Farrell
Jose	Torre	Continuing Education and Workforce Development	Instructor	PTINST-103005	Catherina Mirasol/Chastity Farrell
Hany	Zaky	Continuing Education and Workforce Development	TOEFL Instructor	PTINST102010	Catherina Mirasol/Chastity Farrell
Leymi	Abreu	English and ESL	Office Assistant	OFFAST-101035	Jedediah Palmer
Youstina	Abdou	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Elianna	Gullon	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Nour	Hussein	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Safa	Rarhibou	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Lisa	Farkas	Hudson Helps	Food Pantry Manager	PTRYMGR-252025	Kaherine Morales

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Claribel	Valdez	Humanities and Social Sciences	Office Assistant	OFFAST-101021	Jacquelyn Delemos
Marvin	Alas	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Hena	Arshad	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Yomna	Awadalla	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Magda	Dimanche	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Mira	Domadiya	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Esraa	Emam	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Muhammad	Faruque	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Rosennies	Feliz	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Ana	Hernandez	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Justin	Jandik	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Vinisha	Kapadia	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Jairo	Lopez	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Daniela	Medina	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Ebram	Mekhail	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Tanaisha	Myrick	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Aahnik	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Aaron	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Chirag	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Ayush	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Raj	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Shiv	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Karan	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Tejkumar	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Jonathan	Ramos	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Matthew	Roperos	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Eddie	Russell	Information Technology Services	PTPCTHG	PTPCTHG-601505	Kenneth Melewski



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Raj	Shah	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Kevin	Shah	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Selena	Suarez	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Heather	Tabora	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Ana	Velasquez	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Aphyra	Verna	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Ana-Maria S.	Botea	Nursing and Health Sciences	Office Assistant	OFFAST- 101017	Carol Fasano
Reina	Vinas	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Rachid	Afoulki	STEM	LABAST	LABAST-101015	Burl Yearwood
Jasmine	Ngin	STEM	Office Assistant	OFFAST-101015	Burl Yearwood
Samikshya	Poudel	STEM	Office Assistant	OFFAST-101015	Burl Yearwood
Sally	Elwir	Student Life and Leadership	Student Center Info Desk Assistant	STUCENT-701000	Veronica Gerosimo
Atrell	Johnson	Student Life and Leadership	Student Center Info Desk Assistant	STUCENT-701000	Veronica Gerosimo
Birva	Pinto	Student Life and Leadership	Student Center Info Desk Assistant	STUCENT-701000	Veronica Gerosimo
Paulina	Sonza	Student Life and Leadership	Student Center Info Desk Assistant	STUCENT-701000	Veronica Gerosimo

**RECOMMENDATION:** The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-Time Staff listed above, as needed, as Personnel Recommendation Item No 7.

**8. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTOR**

First Name	Last Name	Department
Achraf	Safsafi	STEM

**RECOMMENDATION:** The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the New Hire Adjunct Instructor listed above as Personnel Recommendation Item No. 8.

**9. MODIFICATIONS TO STAFFING TABLE**

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (If applicable)	Salary Adjustment (If applicable)	Effective Date
N/A	Customer Service Manager, Continuing Education and Workforce Development	N/A	N/A	May 18, 2022
N/A	Au Pair Coordinator, Continuing Education and Workforce Development	N/A	N/A	May 18, 2022
N/A	NJBIA Coordinator, Continuing Education and Workforce Development	N/A	N/A	May 18, 2022



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N/A	Director, Workforce Pathways, Continuing Education and Workforce Development	N/A	N/A	May 18, 2022
Development Assistant	Development Coordinator	N/A	N/A	May 18, 2022

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Modifications to Staffing Table listed above as Personnel Recommendation Item No 9.*

10. *Resolution Authorizing an Employee Compensation and Classification System was approved.*
11. *Resolution Authorizing Collective Bargaining Agreement Between Hudson County Community College and Hudson County Community College Academic Administrative Association was approved.*
12. *Resolution Authorizing Collective Bargaining Agreement Between Hudson County Community College and Hudson County Community College Adjunct Faculty Federation was approved.*
13. *Resolution Authorizing Collective Bargaining Agreement Between Hudson County Community College and Hudson County Community College Professional Association was approved.*
14. *Resolution Authorizing Collective Bargaining Agreement Between Hudson County Community College and Hudson County Community College Support Staff Federation was approved.*
15. *Resolution Authorizing an Increase in Base Salary for All Confidential Employees was approved.*
16. *Resolution Authorizing an Increase in Base Salary for All Part-Time Staff Employees was approved.*

*Introduced by: Karen Fahrenholz*

*Seconded by: Harold Stahl*

*9 Ayes.....0 Nays*

*Resolutions Adopted*

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-6**

1. *Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Hudson County Economic Development Corporation was approved.*
2. *Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and the International Union of Operating Engineers Local 825 for the NJPLACE 2.0 Program was approved.*
3. *Resolution Authorizing Agreement with the Hudson County Department of Housing and Community Reintegration to Deliver and Expand the Academic Workforce Pathway Program in Partnership with the Department of Corrections and Rehabilitation was approved.*
4. *Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and WomenRising, Inc. for the Delivery of Instruction in the Academic and Workforce Pathway Program was approved.*

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5. *Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Montclair State University (MSU) for HCCC to Serve as a Practicum Environment for MSU's Master of Social Work Students was approved.*
6. *Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College and Hackensack Meridian Health for Clinical Experiences in Nursing was approved.*

*Introduced by: Pamela Gardner*

*Seconded by: Frank Gargiulo*

*9 Ayes.....0 Nays*

*Resolutions Adopted*

**X. NEW BUSINESS**

*Trustee Fahrenholz offered the following remarks.*

I am the liaison to the Foundation Board. Our Foundation Chair, Monica McCormick Casey, has asked me to bring a message to the Board of Trustees regarding our need to increase the database of the Foundation. We're a small community college competing with our four year university neighbors for philanthropic dollars. The past few years have been difficult for the Foundation as we find ourselves repeatedly asking the same assets to help us out. We're trying to increase our database and Monica has asked me for a thirty second commercial. If you could just think of someone that may be able to help us, someone you may know that would be interested in supporting our mission and fundraisers, particularly the gala and golf outing, please contact Assistant to the Vice President for Advancement and Communications, Mirta Sanchez, and provide a name with the contact information. We would really appreciate it!

*Trustee Lee offered the following remarks.*

I want to congratulate all of the staff who received raises and plaudits here today through Dr. Jones and Dr. Reber.

**XI. ADJOURNMENT at 5:46 p.m.**

*Introduced by: Frank Fahrenholz*

*Seconded by: Joseph Doria*

*9 Ayes.....0 Nays*

*Resolution Adopted*

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS**

**1. Resolution Authorizing Gabert Library and North Hudson Campus Glass Barriers to be Funded by the American Rescue Plan (ARP) Grant**

**WHEREAS**, Hudson County Community College (“College”) requires services for the redesign of glass barriers at the Gabert Library and North Hudson Campus; and,

**WHEREAS**, pursuant to the provisions of N.J.S.A. 18A:64A-25.1, et seq, the College advertised and held a public bid opening for the Services; and,

**WHEREAS**, the College received bids from the following vendors in response to the advertisement:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
APS Contracting, Inc.	Paterson, NJ	\$645,000
Molba Construction	Little Ferry, NJ	\$1,150,000

**WHEREAS**, the College has determined APS Contracting, Inc. (“APS”) to be the lowest responsible bidder; and,

**WHEREAS**, the cost of these services will be funded from the American Rescue Plan (ARP) Grant; and,

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend the award of contract for the Services to APS;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to APS Contracting, Inc. of Paterson, New Jersey, for glass barrier redesigns as described herein at a cost not to exceed \$645,000.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**2. Resolution Authorizing Real Estate Counsel Services**

**WHEREAS**, Hudson County Community College (“College”) requires real estate counsel services; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (1), this service is exempt from public bidding as it is a professional service; and,

**WHEREAS**, the anticipated term is one (1) year; and,

**WHEREAS**, Connell Foley LLP submitted a proposal to provide these services at a rate of \$150 per hour; and,

**WHEREAS**, the College has determined that the proposal submitted by Connell Foley LLP is in the College’s best interests; and,

**WHEREAS**, the cost of these services will be funded from the operating budget; and,

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend these services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract for real estate legal counsel services to Connell Foley LLP of Jersey City, New Jersey, in accordance with the terms of the proposal submitted by the law firm.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

### **3. Resolution Authorizing Purchase of Furniture for New Professional Association Office**

**WHEREAS**, Hudson County Community College (“College”) needs to purchase furniture for the new Professional Association office; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.11a, the College may award a contract without public advertising for bids when the purchase is made through a purchasing cooperative established through the State of New Jersey; and,

**WHEREAS**, Commercial Furniture Interiors (ESCNJ Contract #17/18-16, and Vizient Contract #CE3382 CDA# 30004704) has quoted a price for furniture with labor to deliver, receive, and install at a cost not to exceed \$28,279; and,

**WHEREAS**, the cost of these services will be funded from Chapter 12 funds; and,

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend this purchase;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Commercial Furniture Interiors of Mountainside, New Jersey, to provide furniture as described herein at a cost not to exceed \$28,279.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

### **4. Resolution Authorizing IT and Data Installation in the STEM Building to be Funded by the American Rescue Plan (ARP) Grant**

**WHEREAS**, Hudson County Community College (“College”) requires services for IT and data ports installation for the STEM Building; and,

**WHEREAS**, pursuant to the provisions of N.J.S.A. 18A:64A-25.1, et seq, the College advertised and held a public bid opening for the Services; and,

**WHEREAS**, the College received bids from the following vendors in response to the advertisement:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Troller Electric, LLC	Ocean, NJ	\$220,713
Sal Electric Company, Inc.	Jersey City, NJ	\$248,558

**WHEREAS**, the College has determined Troller Electric, LLC (“Troller”) to be the lowest responsible bidder; and,

**WHEREAS**, the cost of these services will be funded from the American Rescue Plan (ARP) Grant; and,

**WHEREAS**, the Administration and Finance Committee recommend the award of contract for the port installations to Troller Electric, LLC;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Troller Electric, LLC of Ocean, New Jersey, for the installation of data ports as described herein at a cost not to exceed \$220,713.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**5. Resolution Authorizing Purchase of Title V Evaluator to be Funded by the Golden Door/La Puerta Dorada Grant**

**WHEREAS**, Hudson County Community College (“College”) needs the services of an external evaluator for the Title V Golden Door/Puerto Dorada Project; and,

**WHEREAS**, pursuant to N.J.S.A. 18:64A 25.4, the College publicly advertised a Request for Proposal (“RFP”) for the services for a term not to exceed three (3) years and an estimated three hundred (300) hours; and,

**WHEREAS**, the College received two (2) eligible proposals in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Dr. Ashley Hazelwood	Buffalo, NY	\$190 per hour (years 1, 2, and 3)
Measurement Incorporated	Albany, NY	\$68.40 per hour (year 1); \$69.77 per hour (year 2); \$71.16 per hour (year 3)

**WHEREAS**, the College has determined that the proposal submitted by Measurement Incorporated (“MI”) is in the best interests of the College, price and other factors considered; and,

**WHEREAS**, the cost of these services will be funded by the Golden Door/La Puerta Dorada Grant; and,

**WHEREAS**, the Administration and Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Measurement Incorporated of Albany, New York, to provide external evaluator services as described herein for a three (3) year term for an estimated total of three hundred (300) hours.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**6. Resolution Authorizing Purchase of Student Services and Advising Platform**

**WHEREAS**, Hudson County Community College (“College”) needs to purchase a platform to assist with student services and advisement (“Platform”); and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (1), the Services are exempt from public bidding as they constitute professional services; and,

**WHEREAS**, the College solicited proposals for the Services from qualified firms using a fair-and-open-process; and,

**WHEREAS**, the College received proposals from the following vendors in response to the solicitation:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Aviso Coaching, LLC	Columbus, OH	\$105,300
Civitas Learning, Inc.	Austin, TX	\$281,357
ConexED	Salt Lake City, UT	\$190,500
EAB Global, Inc.	Washington, DC	\$180,000
Ellucian	Reston, VA	\$266,617
TargetX	Watertown, MA	\$259,700

**WHEREAS**, all proposals submitted are within the College's budget for the purchase; and,

**WHEREAS**, after evaluating all proposals received, the College has determined that the proposal submitted by EAB Global, Inc. ("EAB") is in the best interests of the College, price and other factors considered, including EAB's superior experience in the higher education sector and the better user experience to be provided with EAB's platform; and,

**WHEREAS**, the College has determined that the cost proposal from EAB Global, Inc. ("EAB") is responsive and reasonable as to price; and,

**WHEREAS**, the term is for two (2) years; and,

**WHEREAS**, the cost of the Services will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this purchase;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to EAB Global, Inc. of Washington, DC, for a student services and advisement platform as described herein at a cost not to exceed \$180,000.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

#### **7. Resolution Authorizing Purchase of Online Proctoring Program**

**WHEREAS**, Hudson County Community College ("College") needs to renew the contract for a cloudbased education technology platform with advanced Learning Management System functionality; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.10, the Board of Trustees of two or more county colleges may enter into an agreement for the purchase of work, materials or supplies for their respective colleges; and,

**WHEREAS**, the Joint Purchasing Consortium ("JPC") of the New Jersey Council of County Colleges, of which the College is a member, conducted a procurement for online proctoring services for all of the JPC's members and awarded contracts for remote exams that are completed through Online Learning Management Systems to Honorlock, Inc. ("Honorlock") and Proctorio, Inc. ("Proctorio"); and,

**WHEREAS**, Honorlock and Proctorio submitted proposals to the College for online proctoring services pursuant to the JPC contract award at a cost not to exceed \$46,000, per vendor; and,

**WHEREAS**, the anticipated term is one (1) year; and,

**WHEREAS**, the cost of these services will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this purchase;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Honorlock, Inc. of Boca Raton, Florida, and Proctorio, Inc. of Scottsdale, Arizona, for purchase of online proctoring services through the JPC as described herein at a cost not to exceed \$46,000 per vendor.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

#### **8. Resolution Authorizing Purchase of Anti-Virus Software**

**WHEREAS**, Hudson County Community College ("College") requires anti-virus software to protect computers and servers on the College network; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A:25.9, the College may, without public advertisement, purchase goods and/or services through State contracts; and,

**WHEREAS**, CDW Government (NJ State Contract T3121 #30-TELE-01511) submitted a proposal for Sophos anti-virus software at a total cost of \$23,323; and,

**WHEREAS**, the term of the agreement is one (1) year; and,

**WHEREAS**, the cost of these services will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College approve the contract with CDW Government of Vernon Hills, Illinois, for the anti-virus software described herein at a total cost not to exceed \$23,323.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

#### **9. Resolution Authorizing Renewal of Video/Podcast Services for the Office of Communications**

**WHEREAS**, Hudson County Community College ("College") needs to renew video/podcast services for the Office of Communications in connection with the College's digital cable advertising; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (16), entertainment, including, without limitation, theatrical presentations, band and other concerts, movies and other audiovisual productions, are exempt from public bidding; and,

**WHEREAS**, Supermanos Inc. is the current vendor providing video/podcast services to the College and has quoted a price for the video/podcast services at a cost not to exceed \$70,000, which represents no increase from the prior year; and,

**WHEREAS**, the term for these services is one (1) year; and,

**WHEREAS**, the cost of these services will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this purchase;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract for the purchase of video/podcast services from Supermanos Inc. of Upper Pottstown, Pennsylvania, as described herein at a cost not to exceed \$70,000.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**10. Resolution Authorizing Renewal of Digital Advertisement Services**

**WHEREAS**, Hudson County Community College (“College”) needs to renew digital advertising services for the Office of Communications; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (20), the service is exempt from public bidding since the purchase is for advertising seeking student enrollment; and,

**WHEREAS**, Semgeeks/Positive Expectations has submitted a proposal for digital advertising services, at a cost not to exceed \$49,980, which represents no increase from the prior year; and,

**WHEREAS**, the term for these services is one (1) year; and,

**WHEREAS**, the cost of these services will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this purchase;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract for the purchase of digital advertisement services from Semgeeks/Positive Expectations of Belmar, New Jersey as described herein at a cost not to exceed \$49,980.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**11. Resolution Authorizing Renewal of Altice Media Services Contract for Cable Advertisements**

**WHEREAS**, Hudson County Community College (“College”) needs to renew cable television advertising as part of its plan to increase visibility and create a media image; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (20), the College may, without public advertising for bids or bidding therefore, make, negotiate or award a contract for personnel recruitment and advertising seeking student enrollment; and,

**WHEREAS**, Altice has submitted a proposal to run ads designed by the College’s Office of Communications on Altice’s cable stations for television spots, at a cost not to exceed \$61,184, which represents less than a 1% increase from the prior year; and,

**WHEREAS**, the anticipated term is one (1) year; and,

**WHEREAS**, the cost of these services will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Altice of Hoboken, New Jersey, for purchase of media services as described herein at a cost not to exceed \$61,184.



**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

**12. Resolution Authorizing Renewal of News 12 Media Services Contract for Cable Advertisements**

**WHEREAS**, Hudson County Community College ("College") needs to renew cable television advertising as part of its plan to increase visibility and create a media image; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (20), the College may, without public advertising for bids or bidding therefore, make, negotiate or award a contract for personnel recruitment and advertising seeking student enrollment; and,

**WHEREAS**, News 12 New Jersey has submitted a proposal to run ads designed by the College's Office of Communications on News 12 New Jersey's cable station television at a cost not to exceed \$28,860, which represents no increase from the prior year; and,

**WHEREAS**, the anticipated term is one (1) year; and,

**WHEREAS**, the cost of these services will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to News 12 New Jersey of Edison, New Jersey, for purchase of media services as described herein at a cost not to exceed \$28,860.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

**13. Resolution Authorizing Renewal of Effectv Media Services for Cable Advertisements**

**WHEREAS**, Hudson County Community College ("College") needs to renew cable television advertising as part of the plan to increase visibility and create a media image; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (20), the College may, without public advertising for bids or bidding therefore, make, negotiate or award a contract for personnel recruitment and advertising seeking student enrollment; and,

**WHEREAS**, Effectv has submitted a proposal to run ads designed by the College's Office of Communications on Comcast Cable's cable stations, including Verizon FiOS, at a cost not to exceed \$50,097, which represents less than a 1% increase from the prior year; and,

**WHEREAS**, the anticipated term is one (1) year; and,

**WHEREAS**, the cost of these services will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Effectv of New York, New York, for purchase of advertising media services as described herein at a cost not to exceed \$50,097.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

**14. Resolution Authorizing Renewal of College-Wide Telephone System Services**

*WHEREAS*, Hudson County Community College (“College”) needs to renew service with a vendor to provide College-wide telephone system services; and,

*WHEREAS*, pursuant to N.J.S.A. 18A:64A-25.9, the College may, without public advertisement, purchase services pursuant to a contract entered into for such services on behalf of the State by the Division of Purchase and Property; and,

*WHEREAS*, Verizon (NJ State Contract #T1776), the current vendor providing the service, has submitted a proposal to provide telephone system services in accordance with the rates set forth in the State Contract; and,

*WHEREAS*, the anticipated term is one (1) year; and,

*WHEREAS*, the cost of this service will be funded from the operating budget; and,

*WHEREAS*, the Administration and Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize telephone system services to Verizon.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**15. Resolution Authorizing Renewal of Maintenance and Repair Services for Fire Alarms**

*WHEREAS*, Hudson County Community (“College”) needs to contract with a vendor to provide maintenance and repair services for the fire alarms throughout the College; and,

*WHEREAS*, pursuant to N.J.S.A. 18A:64A-25.9, the College may, without public advertisement, purchase services pursuant to a contract entered into for such services on behalf of the State by the Division of Purchase and Property; and,

*WHEREAS*, Johnson Controls, Inc. (New Jersey State Contract #A83717), the current vendor providing the services, submitted a proposal to provide maintenance and repair services under the State Contract at a cost not to exceed \$48,800, which represents no rate increase from the prior year; and,

*WHEREAS*, the anticipated term is one (1) year; and,

*WHEREAS*, the cost of these services will be funded from the operating budget; and,

*WHEREAS*, the Administration and Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Johnson Controls, Inc. of Rockaway, New Jersey, to provide fire alarm system maintenance and repair services as described herein at a cost not to exceed \$48,800.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**16. Resolution Authorizing Renewal of Liability and Casualty Insurance**

*WHEREAS*, Hudson County Community College (“College”) needs to purchase liability and casualty insurance; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (11), the College may, without public advertising for bids or bidding therefore, make, negotiate or award a contract for insurance coverage and consulting services; and,

**WHEREAS**, the College's insurance broker, the Borden Perlman Salisbury & Kelly Agency, has solicited proposals for this insurance for the College as part of a pool of seven (7) community colleges to obtain the most favorable premium rates and coverage limits, and has recommended the proposal submitted by Philadelphia Insurance Companies at a cost not to exceed \$568,907 annually, which represents a 13% increase from the prior year due to rises in cyber security costs; and,

**WHEREAS**, the annual premiums for the coverages are noted below:

**Coverage Cost**

Commercial Package Policy \$380,150  
 Crime Included  
 Commercial Automobile Included  
 Boiler and Machinery Included  
 Excess Liability \$45,000  
 School Leaders \$71,757  
 Special Excess Liability \$31,000  
 Environmental Liability \$11,000  
 Data Security Liability \$30,000

**Total \$568,907**

**WHEREAS**, the anticipated term is one (1) year; and,

**WHEREAS**, the cost of this insurance will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract for the purchase of insurance policies set forth above procured by CBIZ Borden Perlman of Ewing, New Jersey, through the county college community pool at a cost not to exceed \$568,907.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**17. Resolution Authorizing Collection Services**

**WHEREAS**, Hudson County Community College ("College") requires the services of third-party vendors to provide collection services for delinquent student loans ("Services"); and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (14), the collection of amounts due on student loans, including, without limitation, loans guaranteed by or made with funds of the United States of America, may be made, negotiated, or awarded by the College by resolution at a public meeting of the Board of Trustees without public advertisement for bids or bidding therefore; and,

**WHEREAS**, the College conducted a fair and open process to solicit proposals for the Services; and,

**WHEREAS**, the College received proposals from Allied Account Services, Inc. ("Allied") and Transworld Systems, Inc. ("TSI") to provide the Services; and,

**WHEREAS**, both proposals are consistent with the prior year's contracts and have no fee increases; and,

**WHEREAS**, the anticipated term for each contract is two (2) years; and,

**WHEREAS**, the Administration recommends awarding contracts for the Services to Transworld Systems, Inc. and to Allied Account Services, Inc.;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award contracts for the Services to Allied Account Services, Inc. of Bellmore, New York, and to Transworld Systems, Inc. of Wilmington, Delaware.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**18. Resolution Approving Fourth Amended and Restated Employment Agreement of Christopher M. Reber, HCCC President**

**WHEREAS**, the Board of Trustees of Hudson County Community College (the "Board") and Christopher M. Reber (the "President") are parties to a Third Amended and Restated Employment Agreement with a term of three (3) years, from July 1, 2021 through June 30, 2024 (the "Agreement"); and,

**WHEREAS**, Paragraph 21 of the Agreement provides that amendments to the Agreement may be made upon mutual agreement of the Board and the President, and upon the passing of a Resolution by the Board; and,

**WHEREAS**, the Board and the President mutually agree to amend and restate the Agreement as set forth in Attachment A (the "Fourth Amended and Restated Employment Agreement");

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College hereby approve the Fourth Amended and Restated Employment Agreement, and authorize the Chair of the Board of Trustees to execute the Fourth Amended and Restated Employment Agreement on behalf of Hudson County Community College.

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approve the recommendations of the President, Administration, and Finance Committee as outlined above in **Item VII., Fiscal, Administrative, Lease and Capital Recommendations 1-18.**

1) Resolution Authorizing Gabert Library and North Hudson Campus Glass Barriers to be Funded by the American Rescue Plan (ARP) Grant; 2) Resolution Authorizing Real Estate Counsel Services; 3) Resolution Authorizing Purchase of Furniture for New Professional Association Office; 4) Resolution Authorizing IT and Data Installation in the STEM Building to be Funded by the American Rescue Plan (ARP) Grant; 5) Resolution Authorizing Purchase of Title V Evaluator to be Funded by the Golden Door/La Puerta Dorada Grant; 6) Resolution Authorizing Purchase of Student Services and Advising Platform; 7) Resolution Authorizing Purchase of Online Proctoring Program; 8) Resolution Authorizing Purchase of Anti-Virus Software; 9) Resolution Authorizing Renewal of Video/Podcast Services for the Office of Communications; 10) Resolution Authorizing Renewal of Digital Advertisement Services; 11) Resolution Authorizing Renewal of Altice Media Services Contract for Cable Advertisements; 12) Resolution Authorizing Renewal of News 12 Media Services Contract for Cable Advertisements; 13) Resolution Authorizing Renewal of Effectv Media Services for Cable Advertisements; 14) Resolution Authorizing Renewal of College-Wide Telephone System Services; 15) Resolution Authorizing Renewal of Maintenance and Repair Services for Fire Alarms; 16) Resolution Authorizing Renewal of Liability and

Casualty Insurance; 17) Resolution Authorizing Collection Services; and, 18) Resolution Approving Fourth Amended and Restated Employment Agreement of Christopher M. Reber, HCCC President

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**DATE:** June 14, 2022

<i>Doria, Joseph</i>	_____
<i>Fahrenheit, Karen</i>	_____
<i>Gardner, Pamela</i>	_____
<i>Gargiulo, Frank</i>	_____
<i>Kenny, Roberta</i>	_____
<i>Lee, Bakari</i>	_____
<i>Peña, Jeanette</i>	_____
<i>Rodriguez, Silvia</i>	_____
<i>Stahl, Harold</i>	_____
<i>Netchert, William, Chair</i>	_____

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay

## Supporting Documents

**Attachment A: Resolution #18****FOURTH AMENDED AND RESTATED EMPLOYMENT AGREEMENT**

THIS AGREEMENT, made as of July 1, 2022 by and between the BOARD OF TRUSTEES OF HUDSON COUNTY COMMUNITY COLLEGE, a corporation of the State of New Jersey, organized pursuant to N.J.S.A. 18A:64A-1, *et al*,-, having its principal office at 70 Sip Avenue, Jersey City, New Jersey (hereinafter referred to as "HCCC"), and CHRISTOPHER M. REBER (hereinafter referred to as "President"), is for the term of three (3) years, commencing July 1, 2022 and ending June 30, 2025.

In consideration of the promises and covenants herein the parties hereto agree as follows:

1. HCCC shall employ the President as the executive officer of HCCC and the President accepts such employment with HCCC subject to the terms and conditions of this Agreement.
2. Except as provided in paragraph 17 herein, this Agreement shall be for an extended term of (3) years, and shall commence on July 1, 2022 and ending June 30, 2025. An additional year will be added to the Agreement period every June 30<sup>th</sup> unless the Board provides at least 30 days of notice of its intent not to extend the contract period by an additional year.
3. The President shall be compensated at the rate of \$286,488.25 for the year beginning July 1, 2022 and ending June 30, 2023. For each subsequent year of this Agreement, the President's annual salary shall be increased by an amount equal to 3% (three percent) of the prior year's salary. The preliminary annual review of the President's performance will be conducted every June. The final review, including the financials and

previous year's audit materials, presidential goal outcomes, and contract, will be acted upon each year at the July meeting. In no event shall the President's salary, compensation and fringe benefits be less than the current year's salary, compensation and benefits. The Board of Trustees may, in its discretion, provide the President with a bonus for any year hereof. The providing of any such bonus in any one or more year(s) shall not require the Board of Trustees to provide any bonus in any subsequent year or years. Whether or not to provide such bonus and the amount of such bonus, if any, shall be in the sole and complete discretion of the Board of Trustees.

4. The President has been provided with a full-size automobile for use with respect to the performance of his functions as President of HCCC and for his personal use. The repair and maintenance of such HCCC owned automobile together with reasonable gasoline purchases shall be paid for by HCCC. Other reasonable and necessary HCCC business or travel expenses of the President will be provided if such funds are available in the HCCC budget. All expense vouchers submitted must be reviewed/approved by the Chair of the Board of Trustees, or, if unavailable, the Vice Chair.

5. The President shall be eligible to participate in the health and dental insurance benefit plans of HCCC as offered to other employees of HCCC. He shall also be required to contribute 1.5% of the health care costs at the same time as all of the confidential employees of HCCC are required to contribute for health care costs.

6. HCCC agrees to reimburse the President for the cost of an annual physical examination with a stress management component.

7. There shall be provided to the President personal life insurance and



disability benefits through TIAA/CREF as are provided to all senior staff employees of HCCC. Payments of any proceeds with respect to such plans as a result of the death of the President shall be to the President's designated beneficiary.

8. There shall be provided to the President TIAA/CREF annual retirement contributions of eight percent (8%) of the President's salary (payable by the State of New Jersey) to a maximum salary of \$175,000.00 or whatever cap is set by law, and a retirement supplement contribution of ten percent (10%) of base salary (paid by HCCC) plus an annual Five Thousand Dollar (\$5,000.00) annuity supplement (paid by HCCC) in September, which shall be continued for the term of the contract. In addition, the College shall provide a second annuity (paid by HCCC) in the amount of Five Thousand Dollars (\$5,000.00) in March as an additional supplement to his annuity, which shall be continued for the term of the contract. If at any time during the term of this contract any of the contributions toward pension or tax sheltered annuities are determined to be in conflict with tax laws, those contributions shall then be considered as salary earned and all other provisions of the contract shall remain unchanged.

9. All other benefits provided to employees of HCCC for the Vice President or Dean levels will be provided to the President during the term hereof.

10. The President shall receive five (5) weeks' vacation leave. The President shall be reimbursed for up to five (5) unused vacation days per year on or about June 30<sup>th</sup> of every year of the contract.

11. During the term of this Agreement, the President shall not accept payment in any form for providing external consulting without the prior written approval of the Chair of the Board of Trustees.

12. Except where the President is alleged to have breached this Agreement, HCCC will provide and pay for legal counsel to defend the President with respect to litigation brought by any

person or persons regarding official conduct of his duties/responsibilities while serving as President of HCCC.

13. The President shall be required to provide a ninety (90) day written Notice of Resignation which shall be provided to the Chair of the Board of Trustees and a copy provided to the other members of the Board of Trustees.

14. (a) General Duties. The President is employed and shall perform the duties as prescribed by the laws of the State of New Jersey. The President shall be the executive officer of HCCC. The President shall have primary responsibility for execution of Board policy and responsibility for the duties prescribed to the President pursuant to the provisions of the New Jersey Statutes Annotated and the New Jersey Administrative Code.

(b) Personnel Matters. The President shall have primary responsibility for all personnel matters including selection, assignment and transfer of employees subject to the approval of the Board of Trustees.

(c) Administrative Functions. The President shall:

- (1) Review all policies adopted by the Board of Trustees and make appropriate recommendations to the Board of Trustees;
- (2) Conduct annual periodic evaluations of all HCCC employees as provided by Board of Trustee policy;
- (3) Identify and advise the Board of Trustees of possible sources of funds that might be available to implement present or contemplated programs;
- (4) Maintain and improve his professional competence by all appropriate means;
- (5) Build community relations partnerships between HCCC and the community to

foster and further develop such relationships;

(6) Serve as liaison between the Board of Trustees and the representative of the Board of Trustees with respect to all employer-employee matters and make recommendations to the Board of Trustees concerning such matters;

(7) Recommend to the Board of Trustees HCCC's goals and objectives for the ensuing school year; and

(8) Unless unavoidably detained, attend all regular, special and closed session meetings of the Board of Trustees.

15. The President shall serve HCCC faithfully and to the best of his ability under the direction of the Board of Trustees. The President shall devote his full employment time, energy and skills to such services, and act in such executive capacity and perform such functions as the Board of Trustees from time to time shall direct. The President shall provide the Board of Trustees with a self- evaluation and goals regarding his position for the ensuing year as of August 1 of each year. The Board of Trustees will thereupon list goals for the ensuing year for the President from those provided by the President and any other goals the Board of Trustees wishes to consider. The performance with respect to such goals by the President will be evaluated by the Board of Trustees on an annual basis and reviewed with the President. Such evaluation of the President by the Board of Trustees shall be conducted every June, subject to financials and review of the previous year's audit materials. The final review, including the audit, presidential goal outcomes, and contract, will be acted upon each year at the July meeting (see item #3).

16. The Board of Trustees may discharge the President during the term of this Agreement for cause. Cause for removal of the President shall mean (a) immoral or disreputable conduct, (b) insubordination, or (c) the failure or refusal to correct a deficiency in the performance of specified duties of his office as required by law after receipt by the President of five (5) days written

notification of such deficiency or failure or refusal to correct a deficiency in the performance of specified duties as required by this Agreement after receipt by the President of fifteen (15) days written notice of such performance deficiency. The President shall be entitled to a hearing before the Board of Trustees in which procedure and substantive due process will be observed. The hearing shall be conducted in an executive session. If the President elects to appeal the decision of the Board of Trustees, the President shall be entitled to receive a transcript of the hearing at no charge.

17. This Agreement also shall be terminated under the following events and conditions:

- (a) Upon permanent incapacitating disability, retirement or death of the President. Permanent incapacitating disability as used herein shall mean the President's inability to perform the duties under this Agreement and the inability of the President to be physically present in his office at HCCC for 180 continuous and uninterrupted days (inclusive of all sick leave, vacation leave and personal leave). Termination of this Agreement for permanent incapacitating disability also shall only occur if the President has become qualified for permanent and total disability under New Jersey Laws and Social Security Law;
- (b) By agreement of both parties; or
- (c) By voluntary termination by the President with not less than ninety (90) days written notice; or
- (d) For cause as provided in paragraph 17 above.

18. In the event the President's employment is terminated without cause by the Board, the President shall be entitled to receive an amount to total the values of salary and benefits for a one-year period. If less than one year remains from the termination date to the expiry of the Agreement, the President shall be entitled to the value of the remainder of salary and benefits due under the Agreement.

19. Upon retirement from the College the President shall be granted the title President

Emeritus subject to confirmation at that time of retirement by the Board of Trustees.

20. The terms and conditions of the President's appointment set forth herein may be amended as indicated by mutual agreement of the Board of Trustees and the President. Such modification shall be made by Resolution, duly passed by the Board of Trustees and by a revised Contract. The execution of this contract hereby rescinds/supersedes all previous employment contracts executed by the parties.

[signature block on separate page]

WITNESS:

BOARD OF TRUSTEES HUDSON  
COUNTY COMMUNITY COLLEGE

\_\_\_\_\_  
ALEXA RIANO

\_\_\_\_\_  
WILLIAM NETCHERT, CHAIRMAN

\_\_\_\_\_  
ALEXA RIANO

\_\_\_\_\_  
CHRISTOPHER M. REBER, PRESIDENT

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**VIII. PERSONNEL RECOMMENDATIONS**

**1. RESIGNATIONS**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Nakiya Marie	Santos	Recruiter	June 2, 2022
Kyle	Woolley	Associate Director, Honors Program	June 17, 2022

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Resignations above as Personnel Recommendation Item No. 1.*

**2. APPOINTMENT OF STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Dalisay	Bacal	Administrative Assistant, Continuing Education and Workforce Development	June 15, 2022	\$ 40,000.00

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Staff above as Personnel Recommendation Item No. 2.*

**3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Karina	Arango	Student Success Coordinator, Academic Workforce Pathway Program (Grant-funded)	June 15, 2022	\$ 40,000.00
Ronny	Canales	Administrative Support Specialist, STEM	June 15, 2022	\$ 35,000.00
Haida	Contla	Program Assistant, Early College Programs	July 1, 2022	\$ 41,200.00
Natalia	Da Silva	Development Coordinator, Advancement	July 1, 2022	\$ 47,380.00
Jedediah	Palmer	Director of ESL and Academic Foundations English	July 1, 2022	\$ 68,329.99
Esperanza	Robles-Class	COVID Coordinator (Grant-funded)	July 1, 2022	\$ 46,096.61
Rodrigo	Romea	Coordinator, Writing and Tutoring Centers	July 1, 2022	\$ 46,096.61
Connie	Silletti-Cafaro	Perkins Equity Coordinator (Grant-funded)	July 1, 2022	\$ 51,417.60
Leslie	Soriano	Administrative Assistant, College Libraries	June 15, 2022	\$ 38,000.00
Melanie	Suarez	Admissions Advisor	June 15, 2022	\$ 38,000.00
Alison	Wakefield	Interim Dean, Humanities and Social Sciences	July 1, 2022	\$ 123,600.00

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Staff above as Personnel Recommendation Item No. 3.*

**4. APPOINTMENT OF FULL-TIME FACULTY**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Tosha D.	Bratcher	Instructor, Nursing and Health Sciences (Tenure-track)	August 16, 2022	\$ 55,434.92
Marissa	Lontoc	Instructor, Business, Culinary Arts, and Hospitality Management (Tenure-track)	August 16, 2022	\$ 67,331.32
Daniel	Ondieki	Instructor, STEM, Mathematics (Tenure-track)	August 16, 2022	\$ 55,434.92

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Full-time Faculty above as Personnel Recommendation Item No. 4.*

**5. REAPPOINTMENT OF FULL-TIME TENURE-TRACK FACULTY, ACADEMIC YEAR 2022-23**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>
Ingrid	Aviles	Instructor, Nursing and Health Sciences
Jeanne	Baptiste	Instructor, Humanities and Social Sciences (English)
Heather	Connors	Instructor, Humanities and Social Sciences (English)
Inez	Cruz	Instructor, Nursing and Health Sciences
Madeline	Cruz	Instructor, Nursing and Health Sciences
Fidelis	Foda-Kahouo	Instructor, STEM (Mathematics)
Karen	Galli	Instructor, Humanities and Social Sciences (English)
Karen	Hosick	Instructor, Nursing and Health Sciences (Exercise Science)
Clive	Li	Instructor, STEM (Engineering Sciences)
Jihan	Nakhla	Instructor, STEM (Medical Assisting Program)
Laura	Samuelsen	Instructor, STEM (Academic Foundations Math)
Fatma	Tat	Instructor, STEM (Chemistry)
Rong "Carrie"	Xiao	Instructor, Business, Culinary Arts and Hospitality Management (Accounting)

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Reappointment of Full-time Tenure-Track Faculty above as Personnel Recommendation Item No. 5.*

**6. REAPPOINTMENT OF FULL-TIME LECTURERS, ACADEMIC YEAR 2022-23**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>
Sharon	Daughtry	Lecturer, Business, Culinary Arts and Hospitality Management
Griselda	Frane	Lecturer, Nursing and Health Sciences
Ruthann	Kelman	Lecturer, Nursing and Health Sciences (Clinical Nurse Specialist, Maternal Child Nursing)
Kathleen	Meehan-Hart	Lecturer, Clinical Nurse Specialist, Maternal Child Nursing
Jedediah	Palmer	Lecturer, Humanities and Social Sciences (ESL)
Carmen	Pelardis	Lecturer, Nursing and Health Sciences (Nursing)
Nancy	Saliba	Lecturer, Nursing and Health Sciences (Nursing)
Richard	Walker	Lecturer, Humanities and Social Sciences (Criminal Justice)
Michael	Whelpley	Lecturer, Humanities and Social Sciences (Academic Foundations English)

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Reappointment of Full-time Lecturers above as Personnel Recommendation Item No. 6.*

**7. AUTHORIZATION OF PART-TIME STAFF THROUGH JUNE 2023, AS NEEDED**

<b>FIRST NAME</b>	<b>LAST NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>POSITION ID</b>	<b>SUPERVISOR</b>
Rimsha	Bazaid	Academic Affairs	Office Assistant	OFFAST	Pamela Bandyopadhyay
Nicole	Barnes	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Laura	Brinkley	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Laura	Burnett	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Javier	Cabezas-Velasquez	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Marisa	Daponte	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Angel	Dumancela	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Fernanda	Figuroa	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis

Marci	Friedman	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Kimberly	Muller	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Gabrielle	Reeves	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Samuel	Robbins	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Lisbeth	Romero	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Teresa	Sierra	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Alexandria	Stanley	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Dhrushna	Vasram	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Stephen	Giordano II	ADJ Academic Support Services	Tutor	GRATUT-601021	Kenny Fabara
Adita	Singh	ADJ Academic Support Services	Office Assistant	OFFAST-101010	Kenny Fabara
Arce	Joseph	Advisement and Transfer	PT Academic Advisor	ADVISOR-200510	Sheila Dynan
Amer	Mariam	Advisement and Transfer	Office Assistant	OFFAST-200510	Sheila Dynan
Igor	Tserkun	Advisement and Transfer	Office Assistant	OFFAST-200510	Sheila Dynan
Athena	Brown	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030; PTAACAI-101030	Ara Karakashian
Anthony	Clode	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
LaTyra	Danner	Business, Culinary Arts, and Hospitality Management	Office Assistant	OFFAST-101030	Ara Karakashian
Samir	Nour	Business, Culinary Arts, and Hospitality Management	Office Assistant	OFFAST-101030	Ara Karakashian
Anuchit	Pukdeedamrongrit	Business, Culinary Arts, and Hospitality Management	Receiving Clerk; Additional Assignments	RECLERK-101030; PTAACAI-101030	Ara Karakashian
Manira	Traore	Business, Culinary Arts, and Hospitality Management	Office Assistant	OFFAST-101030	Ara Karakashian
Sweta	Sanghavi	Center for Teaching, Learning, and Innovation	Office Assistant	OFFAST	Paula Roberson
Anne	Hutchinson	College Libraries	PT Librarian	505455	John Hernandez
Luis	Aguayo	Continuing Education and Workforce Development	PT Computer Instructor	PTINST-103005	Catherina Mirasol
Arefa	Ali	Continuing Education and Workforce Development	PT Customer Service	PTINST-103005	Catherina Mirasol
Neil	Brownlee	Continuing Education and Workforce Development	PT Computer Instructor	PTINST-102010	Chastity Farrell
Kaivan	Cuellar	Continuing Education and Workforce Development	Office Assistant	OFFAST-102010	Chastity Farrell
Franklin	Estrada	Continuing Education and Workforce Development	Office Assistant	OFFAST-102010	Chastity Farrell
Machli K.	Joseph	Continuing Education and Workforce Development	PT Student Success Coordinator	PT AWPP SSC-606000	Anita Belle
Bola	Ladeji-Kuku	Continuing Education and Workforce Development	PT Healthcare Instructor	21-605020	Catherina Mirasol
Lilian	Martinez	Continuing Education and Workforce Development	PT Customer Service Assistant	103005	Catherina Mirasol
Hector	Mota	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Zeel	Patel	Continuing Education and Workforce Development	Office Assistant	OFFAST-102010	Chastity Farrell
Joel	Rivera	Continuing Education and Workforce Development	Office Assistant	OFFAST-102010	Chastity Farrell



Brenda	Schustrin	Continuing Education and Workforce Development	PT Customer Service	21-605020	Anita Belle
Cynthia	Vazquez	Continuing Education and Workforce Development	PT Healthcare Instructor	PTINST-102010	Chastity Farrell
Maria	Zaman	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Yasmeen	Abdelaziz	Cultural Affairs	DEI Program Assistant	DEIASST-255011	Michelle Vitale
Eduardo	Rivera Jr.	Cultural Affairs	Intern NHC Gallery	INTERN NHC	Michelle Vitale
Carlos	Amaya	Educational Opportunity Fund	Peer Mentor	603044	Jose Lowe
Marlene	Andalia	Educational Opportunity Fund	Peer Mentor	603044	Jose Lowe
Victoria	Migochi	Educational Opportunity Fund	Office Assistant	OFFAST-603044	Jose Lowe
Michele	Moore	Educational Opportunity Fund	Summer Instructor	INST-603044	Jose Lowe
Samantha	Ramirez	Educational Opportunity Fund	Office Assistant	OFFAST-603044	Jose Lowe
Faizan	Aslam	Enrollment Services	Enrollment Assistant	200525	Sabrina Bullock
Megha	Sanghavi	Finance/ Controller's Office	Office Assistant	OFFAST-253015	Suhani Aggarwal
Maria Cielo	Cortez	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Andres	Molina	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Milta	Perez-Jimenez	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Manuel	Preciado	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Phil	Carrillo	Grants	CRN Academic Coach	CRNCOACH-603018	Kenny Fabara
Elissa	D'Aries	Grants	CRN Instructor	CRNINSTRUCTOR-603018	Kenny Fabara
Carlos	Dunn-Fernandez	Grants	CRN Academic Coach	CRNCOACH-603018	Kenny Fabara
James	Pereira Shorey	Grants	CRN Academic Coach	CRNCOACH-603018	Kenny Fabara
Daniella	Araoz	Humanities and Social Sciences	Office Assistant	OFFAST-101020	Jacquelyn Delemos
Tyquan	Grant	Humanities and Social Sciences	Office Assistant	OFFAST-101021	Jacquelyn Delemos
Anthony	Jenkins	Humanities and Social Sciences	WPCINS	WPCINS-601021	Jacquelyn Delemos /Denise
Claribel	Valdez	Humanities and Social Sciences	Office Assistant	OFFAST-101021	Jacquelyn Delemos
Bruce	Vereen-Nealous Jr.	Humanities and Social Sciences	Office Assistant	OFFAST-101020	Jacquelyn Delemos
Prit	Patel	Information Technology Services	Instructional Lab Assistant	INSTLAB	Diana Perez
Alexander	Benitez	Mail Room and Copy Center	Office Assistant	OFFAST-253035	Frederick Medina
Felipe Conti	Nunes	Mail Room and Copy Center	Customer Service Assistant	253035	Frederick Medina
Jonnathan	Rodriguez	Mail Room and Copy Center	Office Assistant	OFFAST-253035	Frederick Medina
Marco	Scherillo	Mail Room and Copy Center	Office Assistant	OFFAST-253035	Frederick Medina
Ebony	Cousar	Office of Public Safety	Office Assistant	OFFAST-253040	John Quigley
Hannah	Allen	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Mariam	Amer	Student Life and Leadership	Student Center Info Desk	STUCENT-701000	Veronica Gerosimo
Gabriella	Aruajo	Student Life and Leadership	Event Assistant	PTEVAST-701001	Veronica Gerosimo
Kadiatou	Camara	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Leandra	Cancel	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo

Omega	Dickerson	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Tarwendpanga	Ilboudo	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Mitesh	Kalathiya	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Megha	Patel	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Joaziris	Polanco	Student Life and Leadership	Event Assistant	PTEVAST-701000	Veronica Gerosimo
Janna	Roberts	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Christian	Rodriguez	Student Life and Leadership	Student Center Info Desk	STUDENT-701000	Veronica Gerosimo
Melanie	Sagun	Student Life and Leadership	Student Center Info Desk	STUDENT-701000	Veronica Gerosimo
Kamelyn	Santos	Student Life and Leadership	Event Assistant	PTEVAST-701001	Veronica Gerosimo
Kamelyn	Santos	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Keischa	Taylor	Student Life and Leadership	Event Assistant	PTEVAST-701001	Veronica Gerosimo
Igor	Tserkun	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Elianny	Rodriguez	Transfer Pathways	Office Assistant	OFFAST-603005	Jennifer Valcarcel

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-Time Staff listed above, as needed, as Personnel Recommendation Item No 7.*

#### 8. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTOR

First Name	Last Name	Department
Beverly	Figueroa	Nursing and Health Sciences

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the New Hire Adjunct Instructor listed above as Personnel Recommendation Item No 8.*

#### 9. MODIFICATION TO STAFFING TABLE

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (if applicable)	Salary Adjustment (If applicable)	Effective Date
New Title	Administrative Support Specialist, STEM	Ronny Canales (Interim)	\$ 35,000.00	June 15, 2022

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Modification to Staffing Table listed above as Personnel Recommendation Item No 9.*

#### **RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approve the recommendations of the President, Administration, and Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-9.**

1) Resignations; 2) Appointment of Staff; 3) Appointment of Temporary Full-time Staff; 4) Appointment of Full-time Faculty; 5) Reappointment of Full-time Tenure-track Faculty; 6) Reappointment of Full-time Lecturers; 7) Authorization of Part-time Staff, as Needed; 8) Appointment of New Hire Adjunct Instructor; and, 9) Modification to Staffing Table.

**INTRODUCED BY:**

\_\_\_\_\_

**SECONDED BY:**

\_\_\_\_\_

**DATE:**

June 14, 2022

*Doria, Joseph*  
*Fahrenheit, Karen*  
*Gardner, Pamela*  
*Gargiulo, Frank*  
*Kenny, Roberta*  
*Lee, Bakari*  
*Peña, Jeanette*  
*Rodriguez, Silvia*  
*Stahl, Harold*  
*Netchert, William, Chair*

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\_\_\_\_\_ Aye      \_\_\_\_\_ Nay

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS**

**1. Resolution Authorizing Memorandum of Agreement Between Hudson County Community College and New Jersey Health Care Employers District 1199J**

*WHEREAS*, Hudson County Community College (“College”) offers the Certified Nurse Aide Program that leads to certification through its Division of Continuing Education and Workforce Development (“CEWD”), and over 70 credit-bearing degree and certificate programs through its Division of Academic Affairs; and,

*WHEREAS*, New Jersey Health Care Employers District 1199J (“NJHCE District 1199J”) has a need for these trainings and programs; and,

*WHEREAS*, CEWD and Academic Affairs can meet this need; and,

*WHEREAS*, Hudson County Community College seeks to enter into an Agreement (“Agreement”) with NJHCE District 1199J whereby CEWD will provide the Certified Nurse Aide Program to NJHCE District 1199J union members (“union members”), and union members will have the opportunity to enroll in any of the College’s credit-bearing degree and certificate programs at the in-county tuition rate regardless of county of residence; and,

*WHEREAS*, this Agreement will remain in effect through May 30, 2024 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

*WHEREAS*, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and NJHCE District 1199J;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and New Jersey Health Care Employers District 1199J, retroactive to May 31, 2022.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

**2. Resolution Authorizing Renewal of Agreement Between Hudson County Community College and Jersey City Board of Education**

*WHEREAS*, Hudson County Community College (“College”) desires to renew its Agreement (“Agreement”) with the Jersey City Board of Education (“JCBOE”) for the delivery of dual credit instruction; and,

*WHEREAS*, the College agrees to provide dual credit instruction in Culinary Arts courses for high school students enrolled in Abraham Lincoln High School; and,

*WHEREAS*, the term of the Agreement is September 1, 2022 through June 30, 2023 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

*WHEREAS*, the Administration, and the Academic and Student Affairs Committee, recommend this Agreement;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community

College authorize the renewal of the Agreement between Hudson County Community College and Jersey City Board of Education of Jersey City, New Jersey, effective September 1, 2022.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

**3. Resolution Authorizing Renewal of Agreement Between Hudson County Community College and Marion P. Thomas Charter School**

**WHEREAS**, Hudson County Community College ("College") desires to renew its Agreement ("Agreement") with Marion P. Thomas Charter School ("MPTCS") for the delivery of dual credit instruction; and,

**WHEREAS**, the College agrees to provide dual credit instruction in Culinary Arts courses for high school students enrolled in MPTCS High School of Culinary & Performing Arts; and,

**WHEREAS**, the term of the Agreement is September 1, 2022 through June 30, 2023 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend this Agreement;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the renewal of the Agreement between Hudson County Community College and Marion P. Thomas Charter School of Newark, New Jersey, effective September 1, 2022.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

**4. Resolution Authorizing Renewal of Agreement Between Hudson County Community College and West New York Board of Education**

**WHEREAS**, Hudson County Community College ("College") desires to renew its Agreement ("Agreement") with the West New York Board of Education ("WNYBOE") for the delivery of dual credit instruction; and,

**WHEREAS**, the College agrees to provide dual credit instruction in selected college courses for high school students enrolled in Memorial High School; and,

**WHEREAS**, the term of the Agreement is July 1, 2022 through June 30, 2023 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend this Agreement;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the renewal of the Agreement between Hudson County Community College and West New York Board of Education of West New York, New Jersey, effective July 1, 2022.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

**5. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and New Era Hemonc, LLC for Clinical Experiences in Medical Assisting**

**WHEREAS**, Hudson County Community College (“College”) offers a Medical Assisting Program (“Program”) through its Division of Nursing and Health Sciences; and,

**WHEREAS**, the Program includes a clinical experience component; and,

**WHEREAS**, the Program requires additional sites at which its students can fulfill the requisite clinical experiences; and,

**WHEREAS**, New Era Hemonc, LLC has the capacity to meet the needs of the Program; and,

**WHEREAS**, Hudson County Community College seeks to enter into an Affiliation Agreement (“Agreement”) with New Era Hemonc, LLC whereby students enrolled in the Program will be able to complete clinical experiences; and,

**WHEREAS**, this Agreement will remain in effect for the term established in the Agreement unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and New Era Hemonc, LLC;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and New Era Hemonc, LLC, effective July 1, 2022.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

**6. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Alliance Community Healthcare, Inc./Horizon Health Center**

**WHEREAS**, Hudson County Community College (“College”) seeks to enter into a Memorandum of Understanding (“MOU”) with Alliance Community Healthcare, Inc./Horizon Health Center (“Alliance”) for the Community Health Worker Training Program (“CHWTP”) Apprenticeship; and,

**WHEREAS**, the Grant requires an MOU between the participating entities that sets forth the roles, responsibilities, requirements, and other terms of the agreement covering students and faculty; and,

**WHEREAS**, the parties desire to enter into an MOU to implement the Grant; and,

**WHEREAS**, the anticipated term is one (1) year; and,

**WHEREAS**, the cost of these services will be funded from the United States Health and Human Services Grant; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the agreement between Hudson County Community College and Alliance Community Healthcare, Inc./Horizon Health Center;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Memorandum of Understanding between Hudson County Community College and

Alliance Community Healthcare, Inc./Horizon Health Center of Jersey City, New Jersey, for implementing the Community Health Worker Training Program Apprenticeship.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approve the recommendations of the President, the Administration, and the Academic and Student Affairs Committee as outlined above in **Item IX., Academic and Student Affairs Recommendations 1-6.**

1) Resolution Authorizing Memorandum of Agreement Between Hudson County Community College and New Jersey Health Care Employers District 1199J; 2) Resolution Authorizing Renewal of Agreement Between Hudson County Community College and Jersey City Board of Education; 3) Resolution Authorizing Renewal of Agreement Between Hudson County Community College and Marion P. Thomas Charter School; 4) Resolution Authorizing Renewal of Agreement Between Hudson County Community College and West New York Board of Education; 5) Resolution Authorizing Affiliation Agreement Between Hudson County Community College and New Era Hemonc, LLC for Clinical Experiences in Medical Assisting; and 6) Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Alliance Community Healthcare, Inc./Horizon Health Center.

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**DATE:** June 14, 2022

Doria, Joseph	_____
Fahrenheitz, Karen	_____
Gardner, Pamela	_____
Gargiulo, Frank	_____
Kenny, Roberta	_____
Lee, Bakari	_____
Peña, Jeanette	_____
Rodriguez, Silvia	_____
Stahl, Harold	_____
Netchert, William, Chair	_____

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay

## Supporting Documents



*Item IX., Academic and Student Affairs  
Attachment I  
Resolution 1*

**Memorandum of Agreement (MOA) between  
Hudson County Community College and New Jersey Health Care Employers, District 1199J  
Training and Development Fund**

This Memorandum of Understanding (MOA) is between Hudson County Community College (HCCC) and New Jersey Health Care Employers, District 1199J's Training and Development Fund (Fund). This document recognizes that both organizations are separate entities under New Jersey law and is meant to guide relationships among the parties involved in this collective impact effort. This document is not meant to be a legally binding agreement and the parties will face no legal consequences because of any of the contents of this document.

**I. Overview of Hudson County Community College**

Hudson County Community College provides its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility.

To this end, HCCC and the Fund seek to coordinate the efforts of workforce development organizations via a collective impact approach recognizing the value in both school and out-of-school youth possess and acknowledging the significant role young people play in local economic outcomes.

**II. Overview of District 1199J Training and Development Fund**

New Jersey Health Care Employers District 1199J-AFSCME Training and Development Fund (Fund) was established in 1987. It is considered the training-arm for both labor and health care employers. The Fund implements programs to assist Union workers and the community at-large with developing and maintaining both educational and professional skills needed for career advancement. The Fund has a history of working with workers representing nurses, service and maintenance, clerical, dietary and technical professional workers. A unique aspect of the Fund is its ability to work directly with workers from the point of entry.

The Fund seeks to implement educational training programs designed and structured to assist with providing sustainable career paths and to deter obstacles in career development.

**III. Joint Agreement**

Hudson County Community College:

- **In-County for Degree and Certificate Degree Programs:** HCCC agrees to provide in-county tuition to all District 1199J members and Youth Transitions to Work (YTTW) students regardless of county-of-residence;
- **Non-Credit Programming:** HCCC agrees to work collaboratively with the Fund to provide CNA training under all programs, including but not limited to the YTTW and Pre-



apprenticeship Career Education (PACE) programs; where appropriate, HCCC will partner in other training and education grants with the Training Fund;

**Overview of the Joint Agreement between HCCC and Fund for Certified Nurse Aides (“CNA”) Required Technical Instruction (“RTI”):**

- The CNA Program will be the DOH required 90 hours in-person: 50 hours in-class; 40 hours clinical rotations at an approved long-term care facility. The DOH also requires CNA courses have required makeup days scheduled for each course.
- The cost of the program will be \$1,170 per student if the Fund provides a minimum of 6 students per class. If the Fund cannot provide the minimum of 6 students per class, the cost will be \$1,700 per student. The maximum capacity per class is 10 students per instructor within the DOH requirements.
- The Fund will provide any additional education required for the Fund’s Grant.

New Jersey Health Care Employers Training and Development Fund:

- The Fund will assist any District 1199J union members interested in attending HCCC with the transfer process;
- The Fund agrees to specifically provide employment placement assistance/employer access at CarePoint Health within Hudson County, N.J.;
- The Fund agrees to assist HCCC in future recruitment and training programs as well as apprenticeship job placement where and when possible and when not in conflict with the Fund’s mission and scope of services.

**Cancellation Policy**

HCCC and the Fund retain the right to cancel this agreement upon the provision of 30 business days’ written notice to the other party. All students actively enrolled at the time of the cancellation will be allowed to complete the course subject to the terms and conditions above. There shall be no refund of tuition or other costs paid to HCCC.

**Choice of Law/Dispute Resolution**

This MOU shall be governed by and interpreted in accordance with the laws of the State of New Jersey without regard to New Jersey’s conflict of laws principles. All disputes arising out of or relating to this MOU or the services provided thereunder shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey, venued in Hudson County, New Jersey,

**Provisions and Amendments**

This Memorandum of Understanding contains all provisions agreed upon by the parties. Any amendments to this Memorandum of Understanding must be in writing and signed by either parties or their duly authorized representative. It is further understood that the term of this agreement between the parties will begin on May 31, 2022 and end on May 30, 2024. Any continuation is subject to a new agreement.





**AGREEMENT BETWEEN HUDSON  
COUNTY COMMUNITY COLLEGE  
AND  
JERSEY CITY BOARD OF  
EDUCATION FOR THE  
DELIVERY OF CULINARY  
INSTRUCTION  
FOR ACADEMIC YEAR 2022-23**



This Agreement between the Hudson County Community College (HCCC) and the Jersey City Board of Education (JCBOE) is for the purposes of HCCC providing instruction in selected courses for high school students enrolled in Abraham Lincoln High School (ALHS). ALHS students enrolled in HCCC classes will have the opportunity to earn HCCC credits for selected college courses taught by HCCC faculty either on-campus.

**Student Enrollment**

1. Selection for participation in the courses covered under this agreement will initially be determined by ALHS, provided that all selected students meet all course pre-and-co-requisites of ALHS and HCCC. ALHS will select students who demonstrate a proficiency for college-level work and a reasonable chance for successful completion.
2. HCCC will arrange with ALHS for the administration of the College Placement Test for selected students and students must meet the minimum scores required by each applicable HCCC academic department to qualify to take specific HCCC courses. Students who do not meet the minimum requirements in both items 1 and 2 shall not be permitted to participate in the courses covered under this agreement. However, such students will be permitted to take required developmental and/or pre-requisite courses for the below listed course at the same tuition rates listed below.
3. Participating students must complete the HCCC Early College online application and student agreement form within the time frames established by HCCC. ALHS will submit completed student agreement forms, signed by the participating student's school counselor and each student's parent or guardian, to the HCCC Coordinator for Early College Programs. Participating students shall comply with and be subject to all HCCC policies applicable to HCCC students.
4. HCCC and JCBOE are authorized to exchange pertinent student information. Such information shall be considered confidential and shall not be disclosed except to the extent required by law or for a party to fulfill its obligations under this Agreement. HCCC will forward final grades for participating students to the high school administration upon completion of the semester and payment of all fees and tuition required by this agreement.

### **Courses for AY (2022-2023)**

Selected students may enroll in the following courses to be offered during the 2022-23 academic year.

- Food Sanitation & Culinary Principles – CAI-115 (3 Credits)
- Pantry and Breakfast Cookery – CAI-118 (2 Credits)
- Bakeshop I – CAI 119 (2 Credits)

### **Fiscal Arrangement**

1. HCCC shall directly invoice JCBOE at the end of the Fall 2022 and Spring 2023 semesters, based on a total of 32 students enrolled, in accordance with the following fee schedule:

- \$9,600.00 for an additional instructor per semester
- \$25.00 registration fee per student per semester
- \$163.20 for lab fees per student per semester
- \$167.00 for class-related materials and meals per student per semester
- \$149 tuition per credit
- \$278 for textbooks per student for the Fall semester.

For the Fall 2022 semester, the total cost will be a maximum of \$53,702.40, with students enrolled in CAI 118 and CAI 115. For the Spring 2022 semester, the total cost will be \$30,502.40, with students enrolled in CAI 119. For any student enrolled above the agreed upon number, the cost per student will be \$653.00.

2. JCBOE shall make payment to HCCC no later than sixty (60) days of JCBOE's receipt of the bill from HCCC. Non-payment or late payment of all or part of an invoice may result in students being prohibited from registering for future classes, holds on grades and transcripts and the possible referral of the bill for collections. JCBOE agrees to be responsible for all collection fees and costs incurred by HCCC, including, without limitation, court fees and attorneys' fees, in the event that full payment is not received from JCBOE within sixty (60) days of JCBOE's receipt of an invoice from HCCC. Invoices shall reflect enrollment through the posted withdrawal dates based on the Student Refund and Academic Calendar. HCCC shall not be obligated to make any adjustments in the per credit price charged to JCBOE if the discontinuation of a student's participation in the program is not communicated to HCCC prior to the appropriate withdrawal dates.

### **Terms of Contract**

This Agreement shall be effective as of September 1, 2022 and shall run through June 30, 2023 and maybe renewed annually by the parties by executing a separate agreement. It is understood and agreed that the parties to this Agreement may modify or revise this Agreement only by written amendment executed by both parties.

### **Choice of Law/Venue**

This Agreement shall be subject to and interpreted in accordance with the laws of the State of New Jersey regardless of New Jersey's conflict of laws provisions or principles. Any and all disputes between the parties arising out of or relating to this Agreement or the services provided

thereunder shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey located in Hudson County, New Jersey.

**SIGNED:**

\_\_\_\_\_  
President or Designee  
Hudson County Community College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent or Designee  
Jersey City Board of Education

\_\_\_\_\_  
Date

**AGREEMENT BETWEEN HUDSON  
COUNTY COMMUNITY COLLEGE  
AND  
MARION P THOMAS CHARTER  
SCHOOL FOR THE DELIVERY  
OF CULINARY ARTS  
INSTRUCTION  
FOR ACADEMIC YEAR 2022-2023**



This Agreement between the Hudson County Community College (HCCC) and the Marion P. Thomas Charter School (MPTCS) is for the purposes of HCCC providing instruction in selected courses for high school students enrolled in MPTCS High School of Culinary & Performing Arts. Students enrolled in HCCC classes will have the opportunity to earn HCCC credits for selected college courses taught by their approved high school instructors during school as part of their regular teaching responsibilities.

**Faculty Qualifications and Responsibilities**

1. High school instructors teaching HCCC courses as part of the high school curriculum are required to meet the minimum educational requirements in the subject area(s) being taught or in a closely related discipline and must receive approval from the HCCC faculty coordinator or Associate Dean responsible for that subject area.
2. High school instructors teaching HCCC courses must follow the HCCC curricula, utilize required texts, maintain required minimum instructional hours (i.e., 750 minutes per credit), administer HCCC exams and submit both grades and attendance reports to HCCC by specified dates.
3. Class observation(s) will be conducted by the appropriate HCCC supervisor(s). HCCC reserves the right to remove approvals of MPTCS High School of Culinary & Performing Arts instructors who do not meet HCCC standards of instruction.

**Provision for Alternate Scheduling and Registration**

Instruction for each approved course on MPTCS High School of Culinary & Performing Arts campuses may follow the high school schedule as it relates to start-and-end dates and frequency, as long as the required minimum instructional hours and all course outcomes are met.

**Student Enrollment**

1. Selection for participation in the courses covered under this agreement will initially be determined by MPTCS High School of Culinary & Performing Arts, provided that all selected students meet all course pre-and-co-requisites of MPTCS and HCCC. MPTCS will select students who demonstrate a proficiency for college-level work and a reasonable chance for successful completion.

2. Participating students must complete the HCCC Early College online application and student agreement form within the time frames established by HCCC. MPTCS will submit completed student agreement forms, signed by the participating student's school counselor and each student's parent or guardian, to the HCCC Coordinator for Early College Programs. Participating students shall comply with and be subject to all HCCC policies applicable to HCCC students.
3. HCCC and MPTCS are authorized to exchange pertinent student information. Such information shall be considered confidential and shall not be disclosed except to the extent required by law or for a party to fulfill its obligations under this Agreement. HCCC will forward final grades for participating students to the high school administration upon completion of the semester and payment of all fees and tuition required by this agreement.

### **Courses for AY (2022-2023)**

Selected students may enroll in the following courses to be offered during the 2022-2023 academic year.

- Production Kitchen Skills I – CAI 117 (2 Credits)
- Bakeshop I – CAI 119 (2 Credits)

### **Fiscal Arrangement**

- A. For courses taken during the 2022-2023 academic year, HCCC shall directly invoice MPTCS \$37.25 per credit for courses taught by high school instructors during the school day as part of their regular teaching responsibilities.
- B. MPTCS shall make full payment to HCCC no later than sixty (60) days of MPTCS's receipt of the bill from HCCC. Non-payment or late payment of all or part of an invoice may result in students being prohibited from registering for future classes, holds on grades and transcripts and the possible referral of the bill for collections. MPTCS agrees to be responsible for all collection fees and costs incurred by HCCC, including, without limitation, court fees and attorneys' fees, in the event that full payment is not received from MPTCS within sixty (60) days of MPTCS's receipt of an invoice from HCCC. Invoices shall reflect enrollment through the posted withdrawal dates based on the Student Refund and Academic Calendar. HCCC shall not be obligated to make any adjustments in the per credit price charged to MPTCS if the discontinuation of a student's participation in the program is not communicated to HCCC in writing prior to the appropriate withdrawal dates.
- C. HCCC will waive non-tuition fees (e.g., admission, registration, technology, student activity) for the courses covered under this agreement.
- D. MPTCS shall be responsible for making arrangements directly with the HCCC Bookstore for the purchase by MPTCS of required textbooks and supplies prior to the start of classes. The cost of textbooks and supplies is not included in the tuition rates set forth herein.



**Terms of Contract**

This Agreement shall be effective as of September 1, 2022 and shall run through June 30, 2023 and maybe renewed annually by the parties by executing a separate agreement or separate amendment to this Agreement. It is understood and agreed that the parties to this Agreement may modify or revise this Agreement only by written amendment executed by both parties.

**Choice of Law/Venue**

This Agreement shall be subject to and interpreted in accordance with the laws of the State of New Jersey regardless of New Jersey's conflict of laws provisions or principles. Any and all disputes between the parties arising out of or relating to this Agreement or the services provided thereunder shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey located in Hudson County, New Jersey.

**SIGNED:**

\_\_\_\_\_  
 President or Designee  
 Hudson County Community College

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Superintendent or Designee  
 Marion. P. Thomas Charter School

\_\_\_\_\_  
 Date



**AGREEMENT BETWEEN  
HUDSON COUNTY COMMUNITY COLLEGE  
AND  
WEST NEW YORK  
BOARD OF EDUCATION  
FOR  
THE DELIVERY OF DUAL CREDIT  
INSTRUCTION FOR  
ACADEMIC YEAR 2022-2023**

This Agreement between the Hudson County Community College (HCCC) and the West New York Board of Education (WNYBOE) is for the purposes of HCCC providing dual credit instruction in selected courses for high school students enrolled in Memorial High School (MHS). MHS students enrolled in HCCC classes will have the opportunity to earn HCCC credits for selected college courses taught either (1) by their HCCC approved high school instructors during or after school as part of their regular teaching responsibilities, or (2) by HCCC faculty either on-campus or through a remote modality.

**Faculty Qualifications and Responsibilities**

1. High school instructors teaching HCCC courses as part of the high school curriculum are required to meet the minimum educational requirements in the subject area(s) being taught or in a closely related discipline and must receive approval from the HCCC faculty coordinator or Associate Dean responsible for that subject area, and shall be subject to approval by HCCC.
2. High school instructors teaching HCCC courses must follow the HCCC curricula, utilize required texts, maintain required minimum instructional hours (i.e., 750 minutes per credit), administer HCCC exams and submit both grades and attendance reports to HCCC by specified dates.
3. Class observation(s) will be conducted by the appropriate HCCC supervisor(s). HCCC reserves the right to remove approvals of MHS instructors who do not meet HCCC standards of instruction.

**Provision for Alternate Scheduling and Registration**

Instruction for each approved course on MHS campuses may follow the high school schedule as it relates to start-and-end dates and frequency, as long as the required minimum instructional hours and all course outcomes are met.

**Student Enrollment**

1. Selection for participation in the courses covered under this agreement will initially be determined by MHS, provided that all selected students meet all course pre-and-co-requisites of MHS and HCCC. MHS will select students who demonstrate a proficiency for college-

level work and a reasonable chance for successful completion.

2. HCCC will arrange with MHS for the administration of the College Placement Test for selected students and students must meet the minimum scores required by each applicable HCCC academic department to qualify to take specific HCCC courses. Students who do not meet the minimum requirements in both items 1 and 2 shall not be permitted to participate in the courses covered under this agreement. However, such students will be permitted to take required developmental and/or pre-requisite courses for the below listed course at the same tuition rates listed below.
3. Participating students must complete the HCCC Early College online application and student agreement form within the time frames established by HCCC. MHS will submit completed student agreement forms, signed by the participating student's school counselor and each student's parent or guardian, to the HCCC Coordinator for Early College Programs. Participating students shall comply with and be subject to all HCCC policies applicable to HCCC students.
4. HCCC and WNYBOE are authorized to exchange pertinent student information. Such information shall be considered confidential and shall not be disclosed except to the extent required by law or for a party to fulfill its obligations under this Agreement. HCCC will forward final grades for participating students to the high school administration upon completion of the semester and payment of all fees and tuition required by this agreement.

### **Courses for AY (2022-2023)**

Selected students may enroll in the following courses to be offered during the 2022-23 academic year.

- English Composition – ENG-101 (3 Credits)
- Calculus – MAT-111 (4 Credits)

### **Fiscal Arrangement**

1. HCCC shall directly invoice the WNYBOE students for tuition in accordance with the following charges and terms for the 2022-23 academic year:
  - a. For courses taught by high school instructors during the school day as part of their regular teaching responsibilities, the WNYBOE students will be required to pay HCCC tuition of \$37.25 per credit.
  - b. For courses taught by HCCC faculty during or after the school day, WNYBOE students will be required to pay HCCC tuition of \$74.50 per credit.
2. WNYBOE students shall be required to make full payment to HCCC no later than sixty (60) days of the WNYBOE student's receipt of the bill from HCCC. Non-payment or late payment of all or part of an invoice may result in the student being refused enrollment for the class, being prohibited from registering for future classes, holds on grades and transcripts and the possible referral of the bill for collections. Invoices shall reflect enrollment through the posted withdrawal dates based on the Student Refund and Academic Calendar. HCCC shall not be obligated to make any adjustments in the per credit price charged to students if the discontinuation of a student's participation in the program is not communicated to HCCC prior to the appropriate withdrawal dates

3. HCCC will waive non-tuition fees (e.g., admission, registration, technology, student activity) for the courses covered under this agreement.
4. WNYBOE students shall be responsible for making arrangements directly with the HCCC Bookstore for the purchase by WNYBOE students of required textbooks prior to the start of classes. The cost of textbooks is not included in the tuition rates set forth herein.

**Terms of Contract**

This Agreement shall be effective as of July 1, 2022 and shall run through June 30, 2023 and may be renewed annually by the parties by executing a separate agreement. It is understood and agreed that the parties to this Agreement may modify or revise this Agreement only by written amendment executed by both parties.

**Choice of Law/Venue**

This Agreement shall be subject to and interpreted in accordance with the laws of the State of New Jersey regardless of New Jersey's conflict of laws provisions or principles. Any and all disputes between the parties arising out of or relating to this Agreement or the services provided thereunder shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey located in Hudson County, New Jersey.

**SIGNED:**

\_\_\_\_\_  
 President or Designee  
 Hudson County Community College

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Superintendent or Designee  
 West New York Board of Education

\_\_\_\_\_  
 Date

**AFFILIATION AGREEMENT  
BETWEEN  
HUDSON COUNTY COMMUNITY COLLEGE  
AND  
\_\_NEW ERA HEMONC LLC\_\_**

Agreement, effective JULY 1, 2022 by and between Hudson County Community College, located at 70 Sip Avenue Jersey City, New Jersey 07306, and

**The New Era Hemonc LLC, Dr. Renu Lamba, Principle  
473 Broadway, Bayonne, New Jersey 07002**

1. **TERMS**

This contract shall be for a period of two years commencing July 1, 2022 and continuing until June 30, 2024 for the **Medical Assisting Program**.

This agreement shall be reviewed at the end of the term and may be renewed by a new written agreement of both parties.

Either party may at any time during the term of this agreement, with or without cause, terminate this agreement upon one hundred twenty (120) days written notice to the other party.

New Era Hemonc may immediately terminate a student(s) participation in the program established under this agreement, if the Agency believes that the continued participation of the student(s) is unsafe, disruptive, detrimental to client care, or otherwise not in conformity with the Agency's standards, policies, procedures, or health requirements.

2. **COLLEGE RESPONSIBILITIES**

The College as the sponsoring entity agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum for its students including the administration, curriculum content, and faculty appointments.
- b. To provide an assignment schedule of dates for the affiliation periods throughout the academic year.
- c. That students assigned for externship experience will receive no compensation.
- d. To assure that students conform to the rules, regulations, and policies of New Era Hemonc. These rules, regulations and policies will be available and reviewed with the students/Faculty by the Agency.

- e. To require student's statement of health screening to include:
  - 1. physical exam
  - 2. proof of negative reaction to two (2) consecutive Mantoux tests given within three (3) weeks, or if positive reaction, negative chest x-ray result on file
  - 3. rubella, rubeola, varicella and mumps immunity as proven by blood test or written physician's confirmation
  - 4. hepatitis B vaccine or signed waiver, if student refuses to be immunized
  - 5. current CPR certification
  - 6. COVID 19 vaccination
- f. To provide medical documentation of any special physical needs of students and to provide for any special allergic needs of the students.
- g. To complete criminal background checks on students and provide the Agency with such evidence upon request.
- h. To assure that students have their own malpractice insurance and provide the Agency with such evidence upon request.

3. **AGENCY CENTER RESPONSIBILITIES**

- a. To participate in joint evaluation of the effectiveness of the externship experiences through meetings and/or written evaluations of the students and Faculty.
- b. To provide necessary supplies, facilities, and supervision as may be required to insure quality education for the students without impairing quality client care.
- c. To provide an orientation of its facilities, policies, and procedures for the College's Faculty and students.

4. **MUTUAL OBLIGATIONS**

- a. The Agency shall at all times retain sole responsibility for all patient/client care, and the extent of participation of the student in assisting with or observing client care. (However, the foregoing statement is not meant to address the issue of ultimate legal liability in the event of a claim.)
- b. Responsibility for planning the externship experience with the Agency will be jointly shared by the Agency's staff and the College's instructors, subject at all times to the policies, rules, and regulations of New Era Hemonc.
- c. Student curriculum, attendance, and scheduling shall be under the direction of the College as long as they do not conflict with the Agency's policies, rules, and regulations.

- d. Students are not employees of either party during the hours in which they participate in this program.
- e. The student of the College will start his/her externship experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and the Agency.

5. **INSURANCE**

During the term of this Agreement, the College shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its students, Faculty, officers, or employees with respect to any liability arising out of their participating in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate per year. The College shall also provide general liability coverage in the minimum amount of \$1,000,000 for personal injury, or property damage and \$3,000,000 in the aggregation.

6. **CONFIDENTIALITY**

Both the College and Agency shall at all times comply with standards mandated by state and federal law of regulatory agencies and accrediting agencies, including those pertaining to confidentiality and documentation.

7. **INDEMNIFICATION**

The College agrees to protect, indemnify, and hold harmless New Era Hemonc, and its respective officers, trustees, employees, Faculty members, students, house staff, and attending physicians from and against any and all claims, demands, causes of action, damages and judgments (including, but not limited to, such on behalf of a client or that client's agent or family) which may be imposed upon, incurred, or brought against the Agency as a result of any negligent acts of omission or commission by the College or its officers, directors, employees, students or Faculty members committed in connection with this Agreement, except that such indemnity shall not apply to the extent that a claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the Agency.

New Era Hemonc agrees to protect, indemnify, and hold harmless the College and its officers, trustees, employees, Faculty members, students, house staff, and attending physicians from and against any and all claims, demands, causes of action, damages, and judgments (including, but not limited to such on behalf of a client or that client's agent or family), which may be imposed upon, incurred, or brought against the College as a result of any negligent acts of omission or commission by the Agency or its officers, directors, employees, or Faculty members committed in connection with this agreement, except that such indemnity shall not apply to the extent that a claim, demand, cause of action, damage or judgment arises out of the negligent or wrongful acts or omissions of the College, its officers, directors, employees, students or Faculty.

8. **EMERGENCY MEDICAL CARE**

New Era Hemonc agrees that College personnel assigned the Agency in conjunction with their participation in this agreement shall have access to emergency medical care in the event of illness or injury requiring medical attention. However, such medical care shall be at the individual's own expense.

9. **REGULATORY REQUIREMENTS**

Both parties agree to meet and fulfill all applicable standards as outlined by the State Department of Health and all applicable regulatory requirements.

Signed:

\_\_\_\_\_  
Chris Reber, Ph.D., President  
Hudson County Community College

\_\_\_\_\_  
Date

Signed:

\_\_\_\_\_  
Dr. Renu Lamba  
New Era Hemonc, Principle

\_\_\_\_\_  
Date



**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**X. NEW BUSINESS**

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**DATE:** June 14, 2022

- Doria, Joseph \_\_\_\_\_
- Fahrenheit, Karen \_\_\_\_\_
- Gardner, Pamela \_\_\_\_\_
- Gargiulo, Frank \_\_\_\_\_
- Kenny, Roberta \_\_\_\_\_
- Lee, Bakari \_\_\_\_\_
- Peña, Jeanette \_\_\_\_\_
- Rodriguez, Silvia \_\_\_\_\_
- Stahl, Harold \_\_\_\_\_
- Netchert, William, Chair \_\_\_\_\_

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING**

*June 14, 2022*

**XI. ADJOURNMENT**

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED THAT** *the June 14, 2022 meeting of the Hudson County Community College Board of Trustees be adjourned at \_\_\_\_P.M.*

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**DATE:** *June 14, 2022* \_\_\_\_\_

- Doria, Joseph* \_\_\_\_\_
- Fahrenheit, Karen* \_\_\_\_\_
- Gardner, Pamela* \_\_\_\_\_
- Gargiulo, Frank* \_\_\_\_\_
- Kenny, Roberta* \_\_\_\_\_
- Lee, Bakari* \_\_\_\_\_
- Peña, Jeanette* \_\_\_\_\_
- Rodriguez, Silvia* \_\_\_\_\_
- Stahl, Harold* \_\_\_\_\_
- Netchert, William, Chair* \_\_\_\_\_

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay