

Office of the President  
70 Sip Avenue  
Jersey City, New Jersey



**Summary of Proceedings at the  
Meeting of the Board of Trustees  
August 11, 2015  
5:00 p.m.  
Mary T. Norton Room  
Jersey City, New Jersey**

**Trustees present were:** Kevin Callahan; Karen A. Fahrenholz (Secretary/Treasurer); Dr. Glen Gabert, President (ex officio); Joanne Kosakowski; Bakari Gerald Lee (Vice Chair); William Netchert (Chairman); Harold Stahl

**Trustees absent:** Roberta Kenny; Jeanette Peña; Adrienne Sires

**Comments from the Public/Awards and Presentations:**

- Elena Lavarreda, Policy Analyst for SEIV Local 32BJ, addressed the Board and raised issues regarding the College's recent solicitation for a vendor for janitorial services and its compliance with statutes and regulations. Vice Chair Lee asked Ms. Lavarreda whether she was an attorney and whether she lived or worked in Hudson County, and she responded negative to both questions. Lee also pointed out some details in the presentation that were problematic to him, but he assured Lavarreda that the Board would take the suggestions that were made seriously and appreciated the spirit in which they were made. Chairman Netchert followed up by saying that the College would look into the issues raised and that the trustees were committed to making the College a good workplace not only for its own employees but also for contract employees from outside service providers.
- President Gabert introduced Richard Mackiewicz, a Director of the College Foundation and Co-Chair of the Cultural Affairs Task Force. President Gabert also acknowledged the presence of Clifford Brooks, the other Co-Chair. Mackiewicz then explained the work of the Task Force and explained its findings.

Vice President Pando then reviewed the Cultural Affairs Calendar for the fall.

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President Gabert and Chairman Netchert expressed their thanks to all of the members of the Task Force and College Community for their exceptional contributions to the College. Trustee Callahan reiterated this and expressed his conviction that this work at the College was setting a paradigm for other county colleges.

The work of Carol Van Houten and the Library staff in developing related programs was also noted with appreciation.

The trustees approved the **minutes of the regular Meeting** of June 9, 2015.

The following actions were taken concerning **fiscal, administrative, lease and capital recommendations** brought forward by the Administration and endorsed by the Finance Committee:

- The award to purchase equipment for Center for Online Learning was awarded to Apple Computer Inc. of Austin, TX, at a total cost not to exceed \$34,229.90.
- The award to purchase Content Management Software for the Center for Online Learning was awarded to Blackboard Inc. of Washington, DC, at a total cost not to exceed \$34,926.00.
- The award of vendor for the Follett Bookstore Interior Renovation, 162 Sip Avenue, Jersey City was awarded to Molba Construction of Little Ferry, New Jersey, (Pending Legal Review) at a cost of \$483,494.00.
- The award of vendor to rebuild Networking Infrastructure for O.I.T. New Location was awarded to Johnston Communications, of Kearny, New Jersey, at a cost not to exceed \$70,851.80.
- The award to purchase Care Bed System & Tables for CarePoint (870 Bergen) was awarded to Hill-Rom Company of Batesville, Indiana, at a total cost not to exceed \$39,749.96.
- The award of vendor to install a Surveillance Camera System for CarePoint (870 Bergen) for FY 2016 was awarded to Johnston Communications of Kearny, New Jersey, at a total cost not to exceed \$26,602.84.
- The award of vendor for the Installation of Energy Efficiency Retrofit Measure Units for Follett Bookstore for FY 2016 was awarded to Lime Energy Services of Carol Stream, Illinois, at a total cost not to exceed \$30,000.00.
- The award of a Seafood Vendor for the Culinary Arts Department for FY 2016 was awarded to Blue Ribbon Fish Co. Inc. of Bronx, New York, at a total cost not to exceed \$50,000.00.
- The award of a Linen Supply Vendor for the Culinary Arts Department was awarded to Allen Linen Supply of Paterson, New Jersey, at a total cost not to exceed \$20,000.00.

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- The award of a Dairy/Food Vendor for Culinary Arts Department for FY 2016 was awarded to Dairyland USA Corporation of Bronx, New York, at a total cost not to exceed \$75,000.00.
- The award of a Food Cleaning Supplies & Small Implements Vendor for Culinary Arts Department for FY 2016 was awarded to Sysco Food Service of Jersey City, New Jersey, at a cost not to exceed \$60,000.00.
- The award of a Specialty Food Vendor for Culinary Arts Department for FY 2016 was awarded to Baldor Specialty Foods, Inc. of Bronx, New York, at a cost not to exceed \$75,000.00.
- The award for Liability & Casualty Insurance for FY 2016 was awarded to Borden Perlman Salisbury & Kelly Agency of Lawrenceville, New Jersey, for FY 2016, at a premium of \$395,308.00.
- The Tuition & Fee Policy for FY 2016 was approved. Tuition will be raised by \$6.00 per credit hour to \$122.00 and is consistent with the 2015-2016 College Operating Budget approved by the Board of Trustees on May 19, 2015.
- The agreement between HCCC and Kearny Board of Education for use of Kearny High School classrooms for evening classes during Academic Year 2015-2016 was approved.
- The agreement between HCCC and Bayonne Board of Education for use of Bayonne High School Classrooms for Evening Classes during Academic Year 2015-2016 was approved.
- The Parking Agreement with Journal Square Parking Garage, LLC, 871 Bergen Avenue, Jersey City, New Jersey, for FY 2016 was approved at a total cost not to exceed \$25,000.00.
- The award of Contract for Public Relations Consultant for FY 2016 was awarded to Jones & Associates Communications, Inc. of Jersey City, New Jersey, at a total cost of \$90,000.00.
- The award to purchase Point of Sale System (POS - cash register/tablets/IT Support, etc.) for the Library Café Coffee Bar and Conference Center was awarded to Micros Retail Systems of Weehawken, New Jersey at a total cost of \$26,890.00.
- The award of Auditing Services for FY 2015 was awarded to Donohue, Gironda, Doria & Tomkins, L.L.C. of Bayonne, New Jersey, at a total cost of \$69,500.00.
- The award of a Contract for a Cultural Affairs Consultant for FY 2016 (July 1 – December 30, 2015) was awarded to Clifford Brooks of Kearny, New Jersey, at \$5,000 per month.
- The award of a Landscaping Vendor to Redo/Refurbish the Park at the Culinary Arts Center was awarded to Landscape Techniques, Inc. of Nutley, New Jersey, at a cost of \$53,097.00.
- The new and on-going partnerships with Hudson County High Schools for the Delivery of Credit Course Instruction for Academic Year 2015 - 2016 under the (LEAP) Learning Enables All Possibilities Program was approved.

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The following actions were taken regarding **personnel recommendations** brought forward by the Administration and endorsed by the Personnel Committee:

1. The resignations of an Executive Director, Center for Online Learning; Director of Admissions; Associate Director of Financial Aid; Lab Technician, Biology/Chemistry; and Director, Practical Nursing Program were accepted.
2. Staff were appointed to the following job titles: Assistant Controller; Assistant Director, CASS; Counselor, CASS (2); Instructor, Health Services and Sciences; Instructor, ESL; Instructor, Speech & Humanities; Instructor, Environmental Studies; Accounts Receivable Clerk, Bursar's Office; Enrollment Support Assistant, Enrollment Services; Secretary, Non Credit Programs; Secretary, Center for Online Learning.
3. Staff were appointed to the following temporary full-time assignment: Biology/Chemistry Lab Assistant.
4. Staff were appointed to the following temporary full-time faculty assignments: Instructor, Culinary Arts (2); Instructor, Speech/English; Instructor, ESL (2); Instructor, English; Instructor, Academic Foundations English (3); Instructor, Academic Foundations Math; Instructor, CBI; Instructor, Culinary; Instructor, Business; Instructor, History.
5. Appointment of additional new & continuing part-time hires: August 12- December 31, 2015.
6. Appointment of additional new hire adjuncts: Spring 2015.

The following actions were taken concerning **new business**:

1. The Report from the Cultural Affairs Task Force was accepted. (*attached*)

The **meeting was adjourned** at 5:55 pm.

The minutes of the Board of Trustees Meeting, upon approval, are available in the College Library, the President's Office and on the College website.

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
August 11, 2015**

**X. NEW BUSINESS**

**1. Acceptance of the Report from the Cultural Affairs Task Force**

The president in consultation with the Board of Trustees established a Cultural Affairs Task Force to provide assistance in determining goals focused on these issues: the definition of the cultural affairs-related role of HCCC as a comprehensive community college; identification of partnerships that should be sustained by the College regarding cultural affairs; suggested structures and mechanisms that should be established and maintained by the College to assure that this role is met; policies and procedures that should be put in place to assure that the College's art collections are well managed and advance the core mission of the institution; and guidelines and suggestions for cultural programming and events that should be supported by the College.

Comprised of artists, presenting organizations, gallery owners, scholars, educators, involved community members, and members of the HCCC Board of Trustees, the Cultural Affairs Task Force officially began its work in February 2015, and concluded in June 2015. A final report was prepared, and formally presented to the College president and the Board of Trustees on August 11, 2015.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees formally accepts the Cultural Affairs Task Force report, with gratitude to all of the members for their work.

**INTRODUCED BY:** Karen Fahrenholz

**SECONDED BY:** Kevin Callahan

**DATE:** August 11, 2015

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Kenny, Roberta	<u>ABSENT</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

6 Ayes..... 0 Nay

**\*\*\*RESOLUTION ADOPTED\*\*\***

\_\_\_\_\_  
Signature of Recorder

\_\_\_\_\_  
Date



# EXECUTIVE SUMMARY

## HUDSON COUNTY COMMUNITY COLLEGE'S ARTS LEGACY: REALIZED AND SUSTAINED

### *Establishing Hudson County Community College (HCCC) as a Center for Arts, Entertainment, and Community Life*

The transformation of Hudson County Community College into a nexus for cultural programming is more than an idea; it is a needed component to Journal Square's (JSQ) nascent revitalization and to spur the surrounding area into a center for performing arts, media arts, arts partnerships, and community life. This document is the work of the HCCC Cultural Affairs Task Force, a group that comprises artists, presenting organizations, gallery owners, scholars, educators, and involved citizens who have the vision and acumen to bring about change. Individually and collectively, the Task Force members are leaders who recognize the College's geographic position as a potential place to gather, to enjoy performances and events, to learn about and applaud the diversity of the artistic and cultural heritage of Hudson County, and to explore the world of the arts from many cultures. As this document reveals, the Task Force has taken these values seriously and has worked diligently to propose recommendations that they believe will achieve the goals discussed in the original charges.

This document is presented in three sections: The Executive Summary, The Recommendations of The College Collections Committee, and The Recommendations of the Program and Events Committee. Overall, it focuses on recommendations for establishing mechanisms within the College that meet many of the goals outlined herein. If the recommendations are accepted and acted upon, an Office of Cultural Affairs (OCA) with a full-time Director of Cultural Affairs will be established and an Advisory Board will be formed. The underlying principles of this plan are: Honoring the Legacy, Creating Stability through Vision, and Establishing Leadership through Partnerships. Specifically, the Task Force's recommendations if fully implemented will ensure that:

- HCCC's bond with the County and JSQ is strengthened with HCCC providing the organizational infrastructure and fundraising capability to support sustainability.
- HCCC can leverage its Main Campus's central geographic location in JSQ and play a key role in leading Hudson County to become a destination site for performing and media arts.
- HCCC's vision is achieved by working closely with the City and County and is sustained through ongoing cooperation among the businesses, non-profits, and all of the public agencies involved.
- HCCC's Office of Cultural Affairs will support the College's mission through partnerships with artists, arts organizations, and the community at large through following the directives of the College Administration, and collaborating with staff, volunteers, and The Hudson County Community College Foundation (Foundation) to create educational programs that foster artistic and cultural development.

The Cultural Affairs Task Force comprised educators, arts professionals, and business leaders who are deeply invested in the success of HCCC with a particular emphasis on its possible role as the nexus for cultural programming in a revitalized Journal Square. They individually and collectively recognize the College's strategic and symbolic location at the center of a metropolitan transportation hub. The Task Force's ultimate goal is not only to realize and expand the arts at HCCC, but also to restore the vitality of Hudson County and Journal Square as a center for arts, entertainment, and community life.

The members of the Task Force are pragmatists who know what must be done to assess and solve any problems associated with local infrastructure and functionality, to recommend programmatic decisions that are inclusive culturally and artistically, and to envision HCCC's connection to the spirit of the community at large, thereby making HCCC a centerpiece of the JSQ redevelopment efforts.

In all of the discussions, the Task Force members were cognizant that the College's being a "center" is more than location. It means being central to its mission and it implies leadership. The Task Force, therefore, also proposes that HCCC fulfill its legacy as a center point for alliance building and resources within the arts community, and begin to serve as an anchor for innovative arts programming that reaches across Hudson County. In short, the aim is to provide Leadership through Partnership.

The collective experience of the Task Force's members serves as a chronicle of Jersey City's and the County's recent arts and cultural evolution. That experience in business and the arts ranges from demonstrating how culture and heritage can be central to commercial ventures, to demonstrating that both new and historically renovated properties and avant-garde arts can live and work together in harmony. The combination has created the current landscape for arts and culture in Jersey City and Hudson County. In addition, Task Force members in public service and media offer expertise in online connectivity to attract tourism, as well as knowledge about serving the needs of people with disabilities in an exemplary manner.

## STATEMENT OF THE TASK FORCE'S APPROACH TO CREATING RECOMMENDATIONS

The Cultural Affairs Task Force was charged to make recommendations concerning the creation of the College as a nexus for cultural programming for the County. In order for this to become a reality, the Task Force over a four month period focused on two primary areas: (1) establishing the organizational structure at HCCC required to implement the recommendations of the Task Force, while at the same time expanding community involvement through a revitalized identity for both the College and the surrounding area, and (2) focusing on expanding programming that brings distinctive performances, visual arts exhibits, and cultural events using local talent as well as nationally acclaimed speakers and artists. Overall, the Task Force advocates building alliances that serve the arts, the public, the County, and the College – providing Leadership through Partnership.



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## COMMITTEE PURPOSE AND OBJECTIVES

### Background: The Context for the Establishment of a Task Force

The College is in the midst of the development of a comprehensive and long-range strategic plan. It will include components focused on cultural affairs. The Trustees and Administration established a Cultural Affairs Task Force to provide assistance in determining goals focused on these issues: the definition of the cultural affairs-related role of HCCC as a comprehensive community college; identification of partnerships that should be sustained by the College regarding cultural affairs; suggested structures and mechanisms that should be established and maintained by the College to assure that this role is met; policies and procedures that should be put in place to assure that the College's art collections are well managed and advance the core mission of the institution; and guidelines and suggestions for cultural programming and events that should be supported by the College. The Task Force formally began its work in February, 2015 and will conclude by June 30, 2015.

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## COMMITTEE CHARGES

### EXECUTIVE COMMITTEE

This Committee will provide guidance and direction to the College Collections Committee and the Programming and Events Committee. It will prepare and submit a written report to the College President by July 15, 2015, which will outline the recommendations made by the committees. In addition, the Executive Committee will specifically address these issues:

- Should there be a Standing Advisory Committee for Cultural Affairs at the College to assist on an ongoing basis in identifying the cultural needs of the community and the College's role in addressing them?
  - If so, what should be suggested for a work plan for its first year of operation?
  - If so, what are the recommendations for its organization?
- What partnerships should the College sustain to assure that it best accomplishes its mission regarding cultural affairs?
- Are there specific ways in which the College could promote and help preserve the cultural and historical heritage of the community?
- How can local and regional interest in the College as a nexus of cultural affairs for Journal Square and Hudson County be generated and sustained?

## COLLEGE COLLECTIONS COMMITTEE

This Committee is charged with providing guidance and direction for using the art collections and related assets to advance the mission of HCCC as a comprehensive community college. These are some of the specific issues this committee should address:

- What broad guidelines should govern the acquisition, maintenance and disposition of the College's art collections?
- What is the viability for expanding the College's current art collections?
- What policies should be established for exhibitions in the Dineen-Hull Gallery for its general use and for exhibitions in other areas of the College such as the Library or North Hudson Center?
- What should be included in the College web page concerning the art collections? How can the art collections be financially supported?
- Should the College and the City of Jersey City mutually explore the feasibility of collaboration with regard to the Jersey City Museum Collection?
  - If so, how would the terms of this collaboration be defined?

## PROGRAM AND EVENTS COMMITTEE

The College has the capacity to offer a wide array of culturally related credit and non-credit programs, sponsor culturally related events, and provide a venue for other organizations to host such events. The Committee is charged with providing guidance and direction about the kinds of programming and events that should be sponsored and also for making best use of the College's considerable resources for the advancement of cultural affairs within the parameters of its institutional mission. These are some specific issues this committee should address:

- What is the practicability of establishing a local history center at the College?
  - If feasible, how can it best be set up and sustained?
  - What partnerships should the College cultivate and sustain to facilitate a local history center?
- What is a workable plan for expanding the performing arts at the College?
- What kinds of cultural programs, in addition to the fine and performing arts and local history, should be supported by the College?
- What components should be included in community service programming at the College, and how could they most effectively be supported?

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## RECOMMENDATIONS OF THE COLLEGE COLLECTIONS COMMITTEE

### HCCC FOUNDATION ART COLLECTION ACQUISITION, MAINTENANCE, AND DISPOSITION

**What broad guidelines should govern the acquisition, maintenance and disposition of the College's art collections?**

#### Recommendation 1 – Acquisitions

*The Committee recommends that the College establish an acquisition policy for the Foundation Art Collection that reflects the mission and vision statements of the College and collection. Such an acquisition policy must allow for broadening the scope of the existing collection to meet the educational mission of HCCC, the needs of the community, and the current and changing demographics of the County and College.*

#### Recommendation 2 – Maintenance

*HCCC currently has no policy in place for maintaining the collection. The Committee therefore recommends hiring the necessary personnel to meet American Alliance of Museums (AAM) standards for inventory, audit, storage, and restoration. In addition, there should be a long-range plan not only for storage, but also for collection rotation and review. In order to begin the process, the Committee strongly urges HCCC to investigate exterior funding and the formation of a specific Committee to oversee these efforts.*

#### Recommendation 3 – Disposition

*The Committee applauds the current limited programming designed to integrate the collection into the life of the College. In order to expand this effort, the Committee not only recommends that an Office of Cultural Affairs work closely with Community Education to create professional development programs in a variety of arts disciplines, and also use social media to reach the general public. Similarly, expanding the College art collection and opening the gallery will provide a unique opportunity to facilitate the College's role as a convener of the Hudson County arts community. As the collection becomes more and more accessible to the public, programs designed to train students as docents, administrative volunteers, guards, and caretakers will engage the school community, provide internships, and feed into current and future curricular offerings.*

## EXPANSION

**What is the viability for expanding the College's current art collections?**

Recommendation 1

*The Committee realizes that the art collection currently relies on gifts and Foundation funding for acquiring new works. Given the scope of the existing collection, the Committee recommends that in addition to specialized funding activities, the OCA should work with the appropriate offices at the College to research national and state government grants, corporate sponsorships, and private donations to expand and sustain the collection. In addition, the College should tap into existing funding and seek innovative ways to use other current sources to support the collection.*

## WEB PAGE

**What should be included in the College web page concerning the art collections?**

Recommendation 1

*The Committee recommends that the College create an entire web presence devoted to the collection. This should include all information relating to particular art items, such as provenance, history, size, medium, etc.; links to various resources and websites dealing with the history, content, and context of the work; tags, subject headings, and other access tools; an interactive component for creating a virtual museum; simple toolbar headings, a general history and welcome statement; a mission and vision statement; and a donation page.*

## FINANCIAL SUPPORT

### **How can the art collections be financially supported?**

#### Recommendation 1

*The Committee recommends that the College explore the possibility of securing funding through grant applications that innovatively combine the art gallery and collection with academic programs to enhance the curriculum; fundraising activities through events and through Foundation activities; creating a friends of the collection group; and leasing space for events in the gallery.*

## EXHIBITION AND FACILITIES POLICY

### **What policies should be established for exhibitions in the Benjamin J. Dineen III and Dennis C. Hull Gallery for its general use and for exhibitions in other area of the College such as the Library or North Hudson Center?**

#### Recommendation 1

*New Facilities at HCCC, such as the Benjamin J. Dineen III and Dennis C. Hull Gallery and the Library, among others, present the College with incredible possibilities for enriching the educational and cultural experiences of our students and the surrounding community. To make the best use of these facilities, the Committee recommends that the OCA establish a set calendar of exhibitions, displays, and lectures to be viewed in a number of spaces on both campuses (libraries, multi-purpose rooms, etc.) governed by specific guidelines. In addition, the College Collections Committee recommends that it not be terminated, but serve as an Advisory Board to the new Implementation Committee recently created by the College.*

## COLLECTION COLLABORATION

**Should the College and the City of Jersey City mutually explore the feasibility of collaboration with regard to each institution's art collection?**

### Recommendation 1

*While the possibility for the College to collaborate with the City of Jersey City regarding the Jersey City Museum Collection would certainly be a welcome discussion, the Committee regrets that current legal uncertainties concerning the collection's future and its ownership prevent any such dialogue from taking place at the present time. The Committee does, however, recommend that the College remain active in seeking collaborative relationships, both public and private, in utilizing all possible resources toward making HCCC and Journal Square a nexus for cultural programming.*

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## RECOMMENDATIONS OF THE PROGRAM AND EVENTS COMMITTEE LOCAL HISTORY

**What is the practicability of establishing a local history center at the College? If feasible, how can it best be set up and sustained?**

### Recommendation 1

*The Committee applauds the College's continuing efforts to promote the establishment of a local history center as an invaluable community resource. Although the Committee enthusiastically endorses the concept, the College must determine whether it wishes to act as a convener, a repository archive, a programming facilitator, or all three. While each option carries with it different challenges as to allocation of staff, resources, physical space, and budget, the College is strategically poised to act as a convener and a programming facilitator. The already proposed Office of Cultural Affairs would be able to work closely with a local history subcommittee that should be created if the College wishes to fulfill this role. The subcommittee would best be composed of persons with expertise in the area of Hudson County local history and history educators who hail from different parts of the County.*

## **What partnerships should the College cultivate and sustain to facilitate a local history center?**

### Recommendation 2

*Being fully aware that a number of organizations, both locally and regionally, do great work to promote local history, the Committee recognizes the vast opportunities that exist for HCCC to function as a convener in related educational programming. The Committee, therefore, recommends that partnerships be cultivated for local history programming among the various groups existing in Hudson County.*

*At this point, to attempt to name the number of potential partnerships in the Hudson County area would no doubt leave out an entity that could cause irreparable harm to the efforts of this task force. Therefore, it is better to state that a partial list of potential partners follows:*

*The Hudson County Division of Tourism and Cultural Affairs, Bayonne Historical Society, Jersey City Landmarks Conservancy, Jersey City Afro-American Historical Society Museum, Hudson County Genealogical & Historical Society, Hoboken Museum, Kearny Museum, New Jersey Room (Jersey City Public Library), The New Jersey Historical Society, The New Jersey Historical Commission, The New Jersey State Archives, The New Jersey Historic Preservation Office, The New Jersey Historic Trust, The Genealogical Society of New Jersey, The New Jersey Digital Highway, New Jersey History Advocates, The New Jersey Council for The Humanities, American Association for State and Local History, National Council on Public History.*

## **PERFORMING ARTS**

### **What is a workable plan for expanding the performing arts at the College?**

#### Recommendation 1

*The Committee applauds the Administration for its vision of HCCC as a nexus for cultural programming. The Office of Cultural Affairs (OCA) could play a key role in ensuring that HCCC students have access to a comprehensive exploration of the performing arts. In addition, the Committee praises the Administration for constantly considering a balance between the interests of the public and activities that best serve a college environment. The Committee therefore recommends that the OCA develop appropriate partnerships to expand the performing arts programs on the campus. In order to do this, the OCA should not only work with the Foundation to raise funds, but also collaborate closely with the Office of Academic Affairs, Student Activities, Community Education, and the Grants Department to make the best use of the space in the gallery, the conference center, the NHHEC multi-purpose room, and potential local history center to fulfill its role as a convener, producer, and clearinghouse for cultural activities.*

## CULTURAL PROGRAMMING

**What kinds of cultural programs, in addition to the fine and performing arts and local history, should be supported by the College?**

### Recommendation 1

*Maintaining and expanding existing programs can be a costly venture, one that requires staff and space. In order to meet the needs of established and new programming, the Committee not only recommends targeting corporate, national, and state funding sources, but also creating a standing Cultural Affairs Advisory Board that works with a new Office of Cultural Affairs staffed by a dedicated full-time person to organize and coordinate diverse programming needs. This can be accomplished by forming a new non-for-profit corporation (501c3) to navigate the cultural affairs world, or making the Office of Cultural Affairs an extension of the College or the Foundation.*

### Recommendation 2

*The College currently has some cultural programs and lectures offered as enrichment activities for both the college and surrounding community. Fully realizing the challenges the College faces, the Committee recommends that the College empower the Office of Cultural Affairs to explore the possibility of interacting closely with other HCCC departments to reach beyond the classroom with cultural programming such as lecture series, gallery exhibits, community education programs, and other initiatives to reach businesses, schools, social agencies, correctional institutions, places of worship and medical institutions.*

## COMMUNITY SERVICE PROGRAMMING

**What components should be included in community service programming at the College, and how could they most effectively be supported?**

### Recommendation 1

*The College currently has studio programs in art, computer art, creative writing, and theater. The Office of Cultural Affairs should support any efforts of the academic departments to solicit new courses and programs in the arts. In addition, the Office should investigate working with external agencies to create curatorial, art appraisal, and preservation/restoration certificates in visual and decorative art.*



Recommendation 2

*The Committee also recommends that the Office of Cultural Affairs explore the possibility of expanding arts and humanities programming to include short workshops and weekend courses in music, dance, poetry writing, photography, sculpture, film, and printmaking. These could be supplemented by humanities lectures and workshops in a number of areas.*

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## RECOMMENDATIONS OF THE EXECUTIVE COMMITTEE

The Executive Committee, having met at a core session and a general meeting, reviewed and evaluated all of the above recommendations. Because its charges have been thoroughly addressed by the recommendations of both the College Collections Committee and the Program and Events Committee, the Executive Committee accepts and adopts them as its own.

In lieu of the “Standing Advisory Committee” of the original charge of the Executive Committee, the Committee endorses the Task Force’s recommendation for the establishment of an Office of Cultural Affairs under the leadership of a Director of Cultural Affairs and an Advisory Board. The Committee also endorses the Task Force’s recommended partnerships, both general and specific. Partnering with local organizations and institutions in sustaining and promoting cultural programming will certainly go a long way toward preserving the cultural heritage of the community and generating interest in the College as a nexus for cultural affairs for Journal Square and Hudson County.

# HCCC CULTURAL AFFAIRS TASK FORCE – 2015

## EXECUTIVE COMMITTEE

Clifford Brooks, Co-Chair, Special Assistant to the President (HCCC)  
Richard Mackiewicz, Esq., Co-Chair (Mackiewicz Associates) (Secretary, HCCC Foundation)  
Tony Acevedo, College Lecturer, Social Sciences Division (HCCC)  
Matt Barteluze, Executive Director, Guttenberg Arts Association  
James Egan, President, Nelson & Ward (Chair, HCCC Foundation)  
Dr. Eric Friedman, Vice President for Academic Affairs (HCCC)  
Dr. Glen Gabert, President (HCCC)  
Karen Fahrenholz, HCCC Board of Trustees  
Roger Jones, President, Jones & Associates Communications  
Joanne Kosakowski, HCCC Board of Trustees  
William LaRosa, Director, Hudson County Department of Cultural Affairs & Tourism Development  
Eugene Lemay, Founder and President, Mana Contemporary  
Catherine Sippin, Assistant Director, Mana Contemporary  
Ryan Martin, Grants Officer (HCCC)  
Dr. Paula P. Pando, Vice President for North Hudson Campus and Student Affairs (HCCC)  
Mark Rodrick, Vice President, Morgan Stanley/Wealth Management (HCCC Foundation)  
Joseph Sansone, Vice President for Development/Assistant to the President (HCCC)

## COLLEGE COLLECTIONS COMMITTEE

Clifford Brooks, Co-Chair, Special Assistant to the President (HCCC)  
Mark Rodrick, Co-Chair, Vice President, Morgan Stanley/Wealth Management (HCCC Foundation)  
Tony Acevedo, College Lecturer, Social Sciences Division (HCCC)  
Elizabeth Cain, Director, Cultural Affairs, City of Jersey City  
Dr. Glen Gabert, President (HCCC)  
Dennis C. Hull  
Roger Jones, President, Jones & Associates Communications  
Eugene Lemay, Founder and President, Mana Contemporary  
Catherine Sippin, Assistant Director, Mana Contemporary  
Richard Mackiewicz, Esq. (Mackiewicz Associates) (Secretary, HCCC Foundation)  
Ryan Martin, Grants Officer (HCCC)  
Laurie Riccadonna, Associate Professor, Fine Arts (HCCC)  
Michelle Richardson, Director, Hudson County Department of Parks and Community Services  
Joseph Sansone, Vice President for Development /Assistant to the President (HCCC)  
Dr. Andrea Siegel, Part-Time Coordinator, HCCC Art Collection  
Jordan Sokol, Executive Director, Florence Academy of Art, Jersey City

## PROGRAM AND EVENTS COMMITTEE

James Egan, Co-Chair, President, Nelson & Ward (Chair, HCCC Foundation)  
Dr. Eric Friedman, Co-Chair, Vice President for Academic Affairs (HCCC)  
Matt Barteluze, Guttenberg Arts Association  
John Burns, Owner, Burns Brothers, Inc.  
Elizabeth Cain, Director, Cultural Affairs, City of Jersey City  
Ana Chapman-McCausland, Executive Director, Center for Business & Industry (HCCC)  
Geri Fallo, Director, Hoboken Cultural Affairs  
Joseph Gallo, Instructor/Coordinator, Theater Arts (HCCC)  
Christine Goodman, Executive Director, Art House Productions  
Robert Foster, Executive Director, Hoboken Historical Museum  
William LaRosa, Director, Hudson County Department of Cultural Affairs & Tourism Development  
Joanne Kosakowski, HCCC Board of Trustees  
Meredith Lippman, Program Development Specialist, Hudson County Office of Cultural & Heritage Affairs/Tourism Development  
Dr. John Marlin, Associate Dean of Humanities, (HCCC)  
Mark Morchel, Esq., Founding Member, West Hudson Arts and Theater Company  
Elizabeth Nesius, Associate Dean, STEM (HCCC)  
Dr. Paula P. Pando Vice President for North Hudson Campus and Student Affairs (HCCC)  
Lee Penna, Secaucus Library Events Coordinator  
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