

**Summary of Proceedings at the
Meeting of the Board of Trustees**

August 12, 2014

5:00 p.m.

**Mary T. Norton Room, 70 Sip Avenue
Jersey City, New Jersey**

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

Trustees absent: Kevin Callahan; Roberta Kenny; Ramsey Olivencia, Student Alumni Representative; Adrienne Sires

Comments from the Public:

- Trustee Lee said that it was important to update some Board policies to reflect the growth of the College to govern the public comments portion of Board meetings.
- Jennifer Oakley, Senior Executive Administrative Assistant to the President, read a revised statement drafted by College Counsel as part of the Open Public Meetings Act/Public Comments Policy, which will be used at the opening of Board meetings.
- Dorothea Graham King, Vice President, Support Staff Association, expressed thanks to President Gabert; Sean Dias, College Counsel; Randi Miller, Human Resources Director; and the Board of Trustees for their roles in the successful negotiation of the Support Staff Agreement to be included in the agenda.
- Cathie Perselay Seidman, Associate Professor, Criminal Justice and President, Professional Association, said that she is looking for a very cooperative non-adversarial relationship with the Board and the President.
- Randy Montanez, Security Guard/North Hudson Center, stated that he just transitioned from Cambridge Security to USA Security. On behalf of all Security staff, he thanked President Gabert and Freeholder William O'Dea for taking their concerns seriously.

(continued...)

He said he hopes Security will receive respect for the service provided for staff and facilities. He asked if the College was going to adopt the new standard Living Wage Ordinance and Affordable Health Care Benefits passed earlier this summer by the County.

- Huascar A. Vasquez, Custodian from Maverick Building Services, who works the overnight shift at HCCC's Jersey City campus, said that staff work hard on cleaning College buildings to ensure that students and faculty have a quality environment to work in. He thanked the Board, President Gabert, and Freeholder William O'Dea for taking their concerns seriously. He asked the Board to adopt the new standard Living Wage Ordinance.

President Gabert gave the following updates:

1. President Gabert invited Trustees to a reception and dinner for **Mark Milliron, In-Service Keynote Speaker, Tuesday, August 26th, 6:00 pm**
2. **College In-Service** is scheduled for **Wednesday, August 27th at 8:30 a.m.** in the new Library Building, 71 Sip Avenue.
3. By request, tours will be given of the new Library Building. Contact Jennifer Oakley, Senior Executive Administrative Assistant to the President.
4. **Ribbon Cutting ceremony** for the **new Library Building** is scheduled for **Monday, September 29th, 10:00 a.m.**

The trustees approved the minutes of the Regular Meeting of June 24, 2014

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

- *The purchase of liability & casualty insurance for FY 2015 was approved and awarded to Borden Perlman Salisbury & Kelly brokers of Lawrenceville, New Jersey, at a premium of \$403,364.*
- *The purchase of software for Academic Foundations was approved and awarded to Markon Networking Systems Inc. of Bellmore New York, at a cost not to exceed \$50,000.00.*
- *The Purchase of equipment for Academic Foundations was approved and awarded to GHA Technologies Inc., Phoenix, Arizona at a cost not to exceed \$20,189.00.*
- *The award of shuttle services for FY 2015 and FY 2016 was awarded to Amity Bus Company of Jersey City, New Jersey at a cost not to exceed \$192,000.00.*
- *The renewal of parking agreement for FY 2014 and FY 2015 with West New York, New Jersey Municipal Parking Authority was approved at a cost not to exceed \$41,625.00.*

(continued...)

- *The settlement of Ncsciuaw Senior Citizen Housing Co, Inc. v. HCCC was approved at a cost not to exceed \$82,500.00.*
- *The Tuition & Fee Policy FY 2015 was approved. (see attached)*
- *The award of a linen supply vendor for Culinary Arts for FY 2015 was awarded to Allen Linen Supply at a cost not to exceed \$20,000.00.*
- *The award of a seafood vendor for Culinary Arts for FY 2015 was awarded to Blue Ribbon Fish Co. Inc. of Bronx, New York, at a cost not to exceed \$75,000.00.*
- *The award of annual computer electronic and software parts for FY 2014 was awarded to CDW GOVERNMENT LLC. of Vernon Hills, Illinois, at a cost not to exceed \$180,000.00.*
- *The award of a dairy/food vendor for Culinary Arts for FY 2014 was awarded to Dairyland USA Corporation of Bronx, New York, at a cost not to exceed \$75,000.00.*
- *The award of a food/ cleaning supplies and small implements vendor for Culinary Arts for FY 2015 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 for FY 2015 was awarded to Baldor Specialty Foods, Inc. of Bronx, New York, at a total cost not to exceed \$75,000.00.*
- *The purchase of internet services for FY 2015 was awarded to NJEDge.Net of Newark, New Jersey, at a total cost not to exceed \$162, 000.00.*
- *The renewal of the College's campus-wide Ellucian (Datatel) Software Maintenance Agreement for FY 2015 was approved at a total cost of \$429,000.00.*
- *The purchase of wireless network equipment for the Culinary Conference Center was awarded to Johnston Communications of North Arlington, New Jersey, at a cost of \$26,807.11.*
- *The agreement between HCCC and Kearny Board of Education for use of Kearny High School classrooms for evening classes during academic year 2014 – 2015 was approved at a total annual rental cost of \$8,000.00.*
- *The agreement between HCCC and Bayonne Board of Education for use of Bayonne High School classrooms for evening classes for academic year 2014-2015 was approved at a total annual rental cost of \$8,300.00.*

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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 retirement of a Transfer Student Coordinator was accepted.*
2. *Staff were appointed to the following full-time job titles: Director, Advisement & Counseling; Counselor, CASS; and Administrative Assistant; Controller's Office.*
3. *Persons were approved for inclusion on the list of those authorized for appointment of new & continuing part-time assignments for FY 15.*
4. *The appointment of temporary full-time faculty assignments was approved.*
5. *The appointment of the adjunct faculty pool for the 2014-2015 Academic Year was approved.*
6. *The collective bargaining agreement between HCCC and the HCCC Support Staff Federation for July 1, 2013 through June 30, 2015 was approved.*

The following actions were taken concerning **academic and student affairs**:

1. *The Proposed Memorandum of Understanding (MOU) between HCCC and Preferred Home Health Care and Nursing Services, Inc. (Preferred) for Academic Year 2014-2015 was approved.*

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

1. *The resolution adopting Hudson County Contractor Standard Compensation Provisions Ordinance was approved.*

The **meeting was adjourned** at 5:30 p.m.

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

Tuition & Fees Schedule

2013-2014

2014-2015

TUITION:

Hudson County Resident	\$ 112.50 per credit
Out of County	225.00 per credit
Out of State/Foreign Student	337.50 per credit

FEES:

Registration Fee	\$ 20.00 per semester
General Service Fee	20.00 per credit
Student Activity Fee	4.75 per credit
Technology Fee	14.00 per credit
Late Registration	20.00 per occurrence
Culinary Fee	280.00 per course
Culinary Cutlery	240.00 per occurrence
Culinary Uniforms	130.00– 150.00 per year
Tuxedo/Front of the House Uniforms	110.00 per year

OTHER FEES:

Application for Admission	\$ 20.00 per occurrence
Application for Readmission	20.00 per occurrence
Foreign Student Processing	250.00 Deposit
Graduation Fee	50.00 per occurrence
Deferred Payment Plan	25.00 per occurrence
Returned Check Fee	25.00 per occurrence
Official Transcript Fee	5.00 per occurrence
Culinary Insurance Fee	14.00 per student
Lost Schedule Fee	2.00 per occurrence
Replacement of ID Card	2.00 per occurrence
Lab Fees	22.00 – 45.00 per course (vary according to class)

Add/Drop Fee 15.00 per occurrence

Work/Life Portfolio Assessment

Assessment & Processing Fee	100.00 per occurrence
CLEP Exam Fee	20.00 per occurrence
Re-Test Fee	5.00 per occurrence
HOBET Test Fee	30.00 per occurrence
DANTES Test Fee	20.00 per occurrence
Distance Learning Exam Fee	20.00 First 2 hours 10.00 per hour after 2 hours

LPN Clinical Fees	1,200.00 – 1,800.00 per semester
NCLEX	400.00 per semester
Practical Nursing Exit Exam	50.00 per occurrence

TUITION:

Hudson County Resident	\$ 116.00 per credit
Out of County	232.00 per credit
Out of State/Foreign Student	348.00 per credit

FEES:

Registration Fee	\$ 20.00 per semester
General Service Fee	20.00 per credit
Student Activity Fee	4.75 per credit
Technology Fee	14.00 per credit
Late Registration	20.00 per occurrence
Culinary Fee	280.00 per course
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