

Summary of Proceedings at the
Meeting of the Board of Trustees
May 13, 2014
5:00 p.m.
HCCC Culinary Conference Center
Jersey City, New Jersey

New Trustee Sworn In: Harold Stahl was sworn in as the new trustee. Mr. Stahl fills in the vacant seat left by former trustee James Fife who resigned after becoming Mayor of Harrison.

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

Trustees absent were: Ramsey Olivencia, Student Alumni Representative;
Adrienne Sires

Comments from the Public:

- Cathie Seidman, Associate Professor, Criminal Justice announced the names of those elected to serve on the Professional Association Executive Committee. She said that she looked forward to a cooperative relationship with the Board of Trustees.

President	Cathie Seidman, Associate Professor
Vice President	Barry Tomkins, Professor
Corresponding Secretary	David Winner, Assistant Professor
Treasurer	Ferdinand Orock, Associate Professor

- Michael Ferlise, a member of the sociology faculty, stated that he represented himself and 42 other faculty members who submitted a complaint under his signature to the Middle States Association focused on the College Administration. He elaborated on the details of the complaint.

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- Lisa McAllister, representative for 32 BJ Service Employee Union addressed the Board of Trustees about issues concerning the ongoing process for security services to determining an out-source procedure for security services.
- Freeholder William O'Dea added his concerns about contracted security services. He urged the Board to put a formal procedure in place for rejecting bids. Trustee Netchert said the College would look into this.

Awards, Recognitions and Special Reports:

- Michael Reimer introduced staff on the Orator, the student newspaper.

Tara Werner, Editor
Julie Willis, Co-Advisor
Deborah Kanter, Co-Advisor

Tara Werner, Editor, gave a report on the newspaper and shared concerns such as the need for a larger working area.

- Joseph Sansone introduced Alexa Beshara, Associate Dean of Research and Planning, who gave a status report on assessment at HCCC.
- Dr. Gabert gave the following updates:
 1. Financial Disclosures have to be completed electronically by Trustees by June 13th. Jennifer Oakley, Executive Administrative Assistant, President's Office, distributed information packets and gave instructions.
 2. Graduation is scheduled for Thursday, May 22nd, at NJPAC, Newark, NJ, 6:00 pm.
 3. Board of School Estimate meeting is scheduled for Tuesday, May 20th at 2:00 pm, in the Freeholders' Chambers, 567 Pavonia Avenue, Jersey City.
 4. Dr. Gabert requested that the June 10th Board Meeting be rescheduled due to the change in date for the Board of School Estimate meeting. The Committee agreed to reschedule the Board Meeting to June 24th.

The trustees **approved the minutes** of the Regular Meeting of April 15, 2014

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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 and installation of a surveillance camera system for the new library building was awarded to Johnston Communications, of North Arlington, New Jersey at a total cost not to exceed \$ 215,561.00.
- The award of a contract for furniture for the new library building was awarded to WB Wood of Basking Ridge, NJ, at a total cost not to exceed \$80,192.26.
- The award of a contract for the purchase of networking equipment for the New Library building was awarded to Johnston Communications of North Arlington, New Jersey, at a total cost not to exceed \$288,173.85.
- The award of a contract for the purchase of wireless technology for the new library building was awarded to Johnston Communications of North Arlington, New Jersey, at a total cost not to exceed \$99,901.00.
- The award of a contract for the purchase of computers for the new library building was awarded to Dell of Round Rock, TX, at a total cost not to exceed \$326,390.30.
- The award of a contract for the purchase of printers for the new library building was awarded to CDWG of Chicago, IL, at a total cost not to exceed \$44,170.80.
- The award of a contract for the purchase of Apple iMacs computers for labs in the new library building was awarded to Apple of Austin, TX, at a total cost not to exceed \$128,143.19.
- The award of a contract for the purchase of computers for podiums in the new library building was awarded to Hewlett Packard of Houston, NE, at a total cost not to exceed \$63,640.35.
- An agreement between HCCC and Kearny Board of Education for use of Kearny High School classrooms for evening classes during Academic Year 2013 – 2014 at a total annual rental cost of \$4,000.00 was ratified.
- An agreement between HCCC and Bayonne Board of Education for use of Bayonne High School classrooms for evening classes for Academic Year 2013 – 2014 at a total annual rental cost of \$8,300.00 was ratified.
- The award of purchase and installation of 3M Gates Detection System for the new library was awarded to 3M Center, of St. Paul, MN at a total cost not to exceed \$24,370.00.
- The award of a contract for installation of burglar alarm system and monitoring services for the new library and other campus locations (70 Sip Ave, 161 Newkirk, 81-87 Sip Ave and 2 Enos Place) through fiscal year 2015 was awarded to Lomax Security Systems, Inc., of Jersey City, New Jersey at a total cost not to exceed \$25,000.00.

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- The renewal of dental care insurance contract for FY15 – FY 17 (3 years) was awarded to Delta Dental
- The award of contract for media services for billboard advertisements for FY15 was awarded to CBS Outdoor Inc. of Fairfield, New Jersey, at a total cost not to exceed \$78,519.00. (*Note:* This is a sole source vendor and the design for the campaign will be provided by the College’s Communication Department.)

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

- The retirement of a Professor, Psychology was accepted.
- Staff were appointed to the following full-time job titles: Instructional Designer and Technologist; and HHS Site Coordinator.
- Promotions for full-time faculty were approved:

From Instructor to Assistant Professor

Salim Bendaoud *Biology*

Kewal Krishnan *Academic Foundations (Math*

Patrick Moore *Psychology*

Ara Karakashian *Hospitality*
Management

From Associate Professor to Professor

Sami Khouzam *Culinary Arts*

- Persons were approved for inclusion on the list of those authorized for additional new and continuing part-time employment: May 13 – June 30, 2014.

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

- The termination of HCCC Certificate program in Early Childhood Education/Child Care was approved.
- The implementation of two Professional Development Certificates – Child Development Associate (CDA) in Infant/Toddler and Pre-school effective Fall 2014 was approved.

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

- A resolution was passed by the trustees as a whole granting former trustee James Fife the honorific title of Trustee Emeritus in recognition of his service to public education in Hudson County and his long and active membership on the Hudson County Community College Board of Trustees.
- The Periodic Review Report to be submitted to the Middle States Commission on Higher Education was approved.
- An Interfaith Reflection Room in Building B Room B107 was designated.

The **meeting was adjourned** at 6:00 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.