

Summary of Proceedings at the
Meeting of the Board of Trustees

Tuesday, March 12, 2019

5:00 p.m.

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

Trustees present: Kevin Callahan (via conference call); Karen Fahrenholz (Secretary/Treasurer via conference call); Pamela Gardner; Roberta Kenny; Joanne Kosakowski; Bakari Lee (Vice Chair); William Netchert (Chair); Christopher Reber; Adrienne Sires;.

Trustees not present: Alexandra Kehagias (Alumni/Student Representative); Jeanette Peña; Harold Stahl.

Comments from the Public:

Chairman Netchert welcomed New Jersey Council of County Colleges President Dr. Aaron Fichtner and Board Chair Phil Linfante.

Retired STEM Professor Mojdeh Tabatabaie thanked the Board of Trustees, College Administration, and Executive Vice President and Provost Eric Friedman, in particular, for recognizing hard work, honesty, loyalty, and going above and beyond the call of duty. These actions taken by the Administration will certainly raise the morale and strengthen the dedication of faculty and staff to this institution.

Awards, Recognitions and Special Reports

1. *Student Government Association President's Report*

Student Government Association Vice President for the North Hudson Campus Warren Rigby gave the following report.

- As a result of the Student Government Association's collaboration with the Food Pantry Screening Committee, we are happy to announce that on March 28 the Food Pantry will officially open on the Journal Square campus and on April 4 at the North Hudson campus
- We want to express our gratitude for the overall project of the new student center and we are excited to see the new space for students to enjoy.

- SGA is sponsoring a Fitness Awareness event in partnership with the Veterans Club. Various additional partnerships with military recruiters, and the new Exercise Science fitness program will help spread an overall awareness of fitness and its importance.
- SGA is holding a Town Hall for students on April 4, 2019.
- Earlier this month, for the 5th year, we hosted the regional conference for the American Student Government Association (ASGA). It allowed us to connect with other SGA members from across the country and to address how to better serve the student body.

2. *All College Council President's Report*

All College Council President Denise Rossilli reported on the following initiatives.

- The ACC Technology Committee is initiating a program for integrating technology in the classroom. There are many different brands of technology being used in the classroom and the Committee is exploring one universal system to better serve us.
- The Space and Facilities Committee is reviewing furniture options in classrooms that can best accommodate different teaching techniques in order to better engage students.
- The College Life Subcommittee on Diversity, Equity, and Inclusion has received responses from over 50 staff and students who have volunteered to serve. The Chair, EOF Director Jose Lowe, is creating a timeline to move the project forward. He will also form a committee that will develop a survey of the College community to assess the needs and views of staff on campus with respect to diversity, equity and inclusion. At the request of Trustee Bakari Lee, the survey will also be sent to Trustees.
- The ACC Steering Committee members serve two-year terms. Terms of present Steering Committee Vice Chair Shannonine Caruana and Secretary Tony Acevedo are ending in May 2019. The ACC is conducting elections for new Steering Committee members and nominations have been received for all positions. When the new Steering Committee is elected, Denise Rossilli will introduce members to the Board.

3. *President's Report*

President Reber offered the following comments.

Good evening, Trustees.

Thanks so much, Warren and Denise.

I'm happy to begin with wonderful news about student accomplishments.

Since our last Board of Trustees meeting, the Phi Theta Kappa International Honor Society named HCCC's PTK Chapter a 2019 REACH Chapter in recognition of the superior membership development program here. The Society is sending 16 Phi Theta Kappa graduation

stoles that will be worn by Chapter officers and members at our May 30th Commencement.

Further, we congratulate HCCC Phi Theta Kappa member Sarra Hayoune, who has been selected as a 2019 Coca-Cola Academic Team Silver Scholar and is the recipient of a \$1,250 scholarship; and Phi Theta Kappa President Abderahim Salim, who has received multiple scholarships.

Abderahim has been selected as a member of the 2019 All-USA Academic Team, and as the New Century Pathway Scholar for New Jersey, resulting in scholarships of \$7,250. He has also been selected as one of only 10 students to receive Phi Theta Kappa's 2019 Hites Transfer Scholarship, the Society's most prestigious and largest scholarship, providing an additional \$7,500 in scholarship funding. Abderahim will be recognized at the American Association of Community Colleges annual convention on April 15th, and I will have the honor of joining him for this national recognition.

I might note that Abderahim and Sarra are married. Immediately following our May 30th Commencement, they will both participate in summer research programs and transfer to Columbia University in the fall. Abderahim will major in computer science and Sarra will pursue an astrophysics major.

Sarra will be doing her summer research at Princeton University. And Abderahim was accepted for a research program funded by the Department of Defense and the National Science Foundation, in which he will continue his exceptional drone research.

I look forward to joining Abderahim and Sarra at the upcoming Phi Theta Kappa national conference in Orlando, Florida, where we will also join President Emeritus Glen Gabert, the recipient of Phi Theta Kappa's Michael Bennett Lifetime Achievement Award. As you have heard me say often, HCCC's Phi Theta Kappa Chapter is the finest and most accomplished student organization I have known and worked with in my career. I am honored to celebrate the students' success and salute the extraordinary leadership of Chapter Advisor Ted Lai.

Congratulations, Sarra, Abderahim and Ted! You make us all proud!

Abderahim Salim thanked President Reber and the Trustees and offered the following comments.

When I started college I thought my journey would be a regular journey; however, I had in my mind a dream that I would go on and transfer to a prestigious institution. I am currently a proud product of this community college. I am truly proud of the staff, students, and faculty. They were all truly amazing and inspiring for my journey.

A special thanks to our Chapter Advisor Professor Ted Lai. Please give him a round of applause. He has called me at 3:00 a.m. asking if I have submitted my scholarship application. He has submitted over 20 applications on my behalf.

Another thank you goes also to Dr. Clive Li who is here today. He has also been helping me tremendously throughout my college transfer and my summer research applications. We are working on a project right now and hopefully we will present it during the New Jersey STEM Month.

I am thankful for everyone, so if I didn't mention your name, please accept my sincere thanks.

My message for students is to please believe in your dreams. No matter how small or big. If you have the right place and a love for learning and achieving, you will get there.

My special thanks to my wife, who has been tremendously supportive. Our true motivation is our baby son. We want to be a role model for him. Thank you so much.

Dr. Reber resumed his comments.

There is no better segway into our upcoming Middle States decennial reaccreditation visit than celebrating the success of these students. As we are all aware, their success parallels the life-changing success and accomplishments of our larger, inspirational student body. The collective success of our students, the cornerstone of our mission, is evident throughout our Middle States Self Study.

With regard to our upcoming Middle States Team Visit, Provost Eric Friedman and I have appreciated the opportunity to discuss the visit and themes of the Self Study with our trustees during recent Board Committee meetings, and with members of the College community during a series of campus-wide meetings that will continue throughout March.

A reminder that all of our Trustees are invited to attend the Middle States kickoff dinner beginning at 6:00 p.m. on Sunday, March 31st in the Culinary Conference Center; and the scheduled Team meeting with the Board on Tuesday, April 2nd at 9:00 a.m. here in the Board Room.

I am very pleased this evening to introduce two new HCCC colleagues, both of whom you have heard me speak about in recent meetings and communication. We are delighted to welcome our new Vice President for Human Resources, Anna Krupitskiy, and Associate Dean for STEM, Dr. Burl Yearwood.

Welcome, Burl and Anna!

As I noted in last week's *Green Memo*, members of our Finance Committee recently reviewed the Fiscal Year 2018 Audit report with Mauricio Canto, Partner at Donohue, Gironde, Doria & Tomkins Certified Public Accountants, and you received a copy of the audit in today's meeting materials. The report offers no deficiencies, material weaknesses or other findings, and Mr. Canto commended the College for its sound financial processes and positive metrics, including a \$2.8 million increase in the College's total net position.

I join Mr. Canto in commending Vice President Veronica Zeichner and her team for their continuing strong leadership, and I thank the members of the Board of Trustees for your enduring leadership and stewardship of the College's financial resources.

We are all very pleased that New Jersey Governor Phil Murphy has included \$58.5 million in his proposed 2019-2020 budget for the *Community College Opportunity Grant*, an increase of \$33.5 million over the funding provided this spring for new and continuing students at HCCC and 12 other CCOG pilot colleges. In the coming weeks I will be meeting with all members of our state legislative delegation to advocate continued and expanded funding of the CCOG, and I will be inviting a student who is benefitting from the program to join me. We are working closely with the New Jersey Council of County Colleges to support the Council's advocacy of this funding statewide.

It has been a pleasure meeting and working with all of my colleagues at the Council and across the state. With us this evening are Council President Aaron Fichtner, and Board Chair Phil Linfante, who are providing stellar leadership for our community college sector. They will speak with us about CCOG and the vision and goals of the Council, including our recently developed *Vision 2028* plan that outlines the Council's strategic vision and direction.

Please join me in welcoming Chairperson Linfante and President Fichtner.

New Jersey Council of County Colleges Board Chair Dr. Phil Linfante offered the following comments.

Aaron Fichtner and I are going to attend all 19 community colleges' Board of Trustee Meetings. We have attended five or six so far. The road to success for millions of college students over the last 50 years has started at New Jersey community colleges. 350,000 students are enrolled each year in our 19 community colleges. We confer 24,000 degrees every year. 45 – 50% of all students who earn a Bachelors degree have community college credits on their transcripts. That's a major impact.

We are 19 extraordinary community colleges. Our influence is greater when we act together. There are many issues on the state level. We can use that influence to increase funding, the number of grants that we receive, and early involvement in policymaking to make the 19 of us stronger. We need you, trustees, all 200 of us that represent the 19 community colleges. We ask that you expand your relationship with the elected officials so that when we need them we can count on you to call on them.

We need you to continue your participation on the New Jersey Council of County Colleges. You've had the best representative that you could in Trustee Lee over the years, not only on the state level but the national level as well. But, we need someone else to be a part of the Council. The Council meets four times a year: March, June, September, and November. We meet at Middlesex County College, which is about equal distance from all the community colleges.

Whenever you are in the public, please give the community college a boost by talking about how great we are. You are going to receive a sample resolution entitled, "*April is Community College Month.*" We ask that you add your college information and send it to your Freeholders and local municipalities, so that they will read a resolution in April making it Hudson County Community College Month. Can you imagine if across the state the Governor, Assembly, and the Senate and 500 municipalities and 19 of 21 freeholder boards are all talking about community colleges and passing a resolution? It all starts right here at the 19 community colleges.

It is now my pleasure to introduce Aaron Fichtner.

Dr. Aaron Fichtner offered the following comments.

Thank you Phil. It is wonderful to be here, thank you for giving us time on your very busy agenda. The Council exists to help strengthen and support the 19 community colleges. Clearly the role that we play in the Council in being a strong voice and advocate to the Governor, the Administration, the Legislature, and at the federal level is critically important because a lot of our work revolves around that.

We also know that when we find the right way for the 19 community colleges to work together to support each other, we can be stronger as a network of community colleges and so we launched our Vision 2028 effort about nine months ago to really talk on a state-wide level about what the future of community colleges will look like. Ten years from now, we want to make sure that our community colleges are here to continue to provide the innovative education, and the important educational opportunities to help people move into family-supporting careers.

Over the last nine months we've had conversations with well over 600 community college leaders and stakeholders. We had a one-day conference at Middlesex County College. The four-page document you have in front of you is our initial outline of that report, which will come out at the end of April and outline that goal and innovative vision for community colleges. A lot of this is

focused on how we work together to make sure that more New Jersey residents have access to a postsecondary education, a credential or a degree that will give them the path to a family-supporting life and career.

As you may know, in New Jersey we are a very well educated state, yet 47% of all adults in New Jersey do not have any education after high school and we believe strongly that we need to increase the number of adults and high school graduates who have some postsecondary credential or degree that could help get them on a pathway to a good career and a good life. The plan that we are putting together is really a framework that outlines a vision for how we might achieve that, how we might work together to increase the number of New Jerseyans with a postsecondary degree from the current 53% to 65% by the year 2025.

How can we increase access to a postsecondary education for New Jerseyans? That certainly starts with continuing to strengthen the partnerships we have with high schools but also thinking creatively about how we forge partnerships to get more adults back to college so they can earn that credential or degree.

This is a framework to guide the work of the Council and work of colleges going forward.

The first area of focus:

“How do we remove financial barriers?” Certainly the Community College Opportunity Grant Program (CCOG) that President Reber talked about is a critical part of a larger strategy to reduce the financial burdens that students face when they come to college.

The second area of focus:

The success of students. Obviously there is a lot of exciting work happening on this college campus, but also at all of our colleges, around student success, around career advising, around types of supports that our students need to be successful. You heard earlier about the food pantry and the work there. We are working to expand partnerships in our Department of Human Services at the state level to make sure that students have the wrap around services and support they need.

The third area of focus:

Ensuring access to valuable and relevant learning. The need to balance the role that the community colleges play in helping people prepare to be citizens and active participants in a very complex world, and also to have the skills they need for a good career through apprenticeships, stackable credentials, online learning, and other approaches.

All of those are critically important for the future of community colleges.

And finally, the fourth theme is the role that this college plays and all of our 19 colleges play in being community engines, anchors, institutions that serve a cultural community focus in a world where there are more and more divisions. Community colleges are the life blood of their counties. All of these ideas are coming together in a report that we will release in late April and then we hope to work with all of you here and all of the leaders of the colleges to make sure that we are finding the right way to work together to achieve this exciting vision. As Phil said, the important role that community colleges play continues strong as ever, and will be even stronger as we move into a rapidly changing world of challenges and opportunities.

Thank you all for your involvement in the Council. We look forward to more involvement from all of you. Thank you to the senior leadership here at the College that have been very active in Council activities. There is a lot of important work that we can do together.

We firmly believe that if we find the right areas of collaboration and cooperation, we can be stronger as a network of 19 vibrant and independent community colleges. Thank you for the time on your very busy agenda. We look forward to working with you all in the months and years ahead.

Dr. Reber resumed his comments.

Aaron and Phil, thanks so much for your leadership, advocacy and support.

Trustees, this concludes my report.

Regular Monthly Reports and Recommendations

1. *Minutes of the Regular Meeting of February 19, 2019 were approved.*
2. *Gifts, Grants, And Contracts Report*

The College has made the following grant & contract proposals:

Title: Workforce Leadership Academy Grant

Agency: The Aspen Institute, through a grant from JP Morgan Chase, will award \$30,000 to establish a new Workforce Leadership Academy at HCCC. A \$35,000 gift from Lefrak to the HCCC Foundation, and \$35,000 in matching funds from the Hudson County Board of Chosen Freeholders will also support the program.

Purpose Of Grant: To strengthen the capacity of participants to develop and sustain effective workforce strategies, collaborate more deeply with employers and other strategic partner organizations, and expand the number and quality of leaders who can implement workforce development approaches that will advance opportunities for low-wage workers and job seekers while also meeting the talent development needs for long-term industry competitiveness.

College Administrator: Lori Margolin, Dean of Continuing Education/Workforce Development, Continuing Education

College Contribution: 0

Award Amount: \$100,000

3. *Middle States Self-Study Update*
 - Welcome Dinner for Middle States Visiting Team, Sunday, March 31, 2019, 6 p.m., Culinary Conference Center
 - Board of Trustees Breakfast Meeting with the Middle States Visiting Team, Tuesday, April 2, 2019, 9:00 a.m., Mary T. Norton Room
 - Site Visit Meeting Schedule, Sunday, March 31 – Wednesday, April 3, 2019
 - Middle States Evaluation Visit Roster (attached)

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

1. Resolution Authorizing the Purchase of Twelve Desks for the Bloomberg Room for the Culinary Arts Building to Commercial Furniture Interiors, of Mountainside, New Jersey, at a cost not to exceed \$15,631.00, was approved.

2. Resolution Authorizing Carpet Replacement in the Conference Center on the 1st Floor of the Culinary Arts Building from RFS Commercial Inc., of Saddle Brook, New Jersey, at a cost not to exceed \$29,903.00, was approved.
3. Resolution Authorizing the Student Exercise Science Affiliation Agreement Between the Newport Swim and Fitness Agency and HCCC, was approved.
4. Resolution Authorizing an Amendment to the August 14, 2018 Resolution #14, New Dell Computers for the Criminal Justice Department and Business Labs (Journal Square), was approved.
5. Resolution Authorizing the Approval of the 2018 Audit, was approved.

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

1. Staff was appointed to the following Temporary Full-Time Assignment: Interim Assistant Director, Admissions.
2. Modifications to the Staffing Table for FY 2019, Effective March 12, 2019, were approved.
3. Appointments of Additional New & Continuing Part-Time Hires: March 12, 2019 – June 30, 2019, were approved.
4. Appointments of Additional New Hire Adjuncts, Spring 2019, were approved.

The following actions were taken regarding **academic and student affairs** as brought forward by the Academic and Student Affairs Committee:

1. Proposed Authorization of Additional HCCC Course Offerings at Hoboken High School was approved.
2. Proposed Conversion of HCCC's Existing A.A. Liberal Arts Option in English to Full Program Status as an A.A. in English (60 credits) [CIP code: 23.0101] was approved.
3. Proposed Associate of Applied Science in Advanced Manufacturing Degree (60 Credits) [CIP Code: 14.3601] was approved.

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

1. Resolution Authorizing Approval of Engineering Services for Repair of Roof at North Hudson Campus from Master Consulting P.A. of Red Bank, NJ, at a total cost not to exceed \$29,900.00, was approved.

The **meeting was adjourned** at 5:45 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.