

**Summary of Proceedings
Meeting of the Board of Trustees
Tuesday, August 9, 2022
5:00 p.m., via Zoom**

Trustees Present: Joseph Doria; Karen Fahrenholz (Secretary/Treasurer); Pamela Gardner; Frank Gargiulo; Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Jeannette Peña; Christopher Reber; Silvia Rodriguez; and Harold Stahl.

Trustees Absent: Jasmine Ngin (Student Alumni Representative)

Comments from the Public: There were no comments from the public.

Report:

1. All College Council Chair's Report

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

Good evening, Trustees, Dr. Reber, and the HCCC community.

As we approach the start of the long-awaited 2022-23 football season, I would like to share a quote from Vince Lombardi: "Perfection is not attainable, but if we chase perfection, we can catch excellence." Hudson County Community College has achieved excellence in the past academic year with all that we have accomplished, and we will continue to chase perfection this coming year.

Tomorrow, the All College Council is holding the annual summer retreat to discuss new initiatives, goals, and various changes for the committees. One change will be the implementation of DEI Representatives on each standing committee to expand insight and initiatives started at last week's DEI Summer Retreat. I had the privilege of attending that event and want to congratulate Yeury Pujols, Lilisa Williams, and Jose Lowe for kicking off the year with great energy and a heightened focus on creating change.

Another change is the leadership for a couple of ACC committees: for Student Affairs Committee, Katherine Morales will take the helm, and Raffi Manjikian and Irma Williams, pending confirmation at the first meeting, will co-chair the Space and Facilities Committee.

As the semester approaches, the committee chairs and membership will continue to break down silos at the college, making a collaborative effort to work together on projects to reduce redundancy. This high-quality collaborative work will again assist in making HCCC a leader in community colleges' shared governance. One example of this is the compilation of syllabus statements that have been passed by the All College Council into an addendum in which all

faculty will easily be able to attach these pages to the end of their syllabi. I believe this document will be mailed to the faculty in the coming weeks.

I look forward to sharing each committee's updated goals at the September Board of Trustees meeting.

Thank you for your time tonight, and enjoy the rest of the summer.

2. President's Report

President Reber offered the following remarks.

Good evening, Trustees and colleagues. It's so nice to see you this evening following our July break from Board committee and full board meetings. I hope you all are having a great summer!

Dr. Cronrath, thank you for your report. We look forward to another productive year for the All College Council in support of the College's Mission.

Trustees, this evening's agenda includes quite a few grant awards. Fundamentally, these grants are bolstering our ability to serve students and the community with distinction, leading to students' goal accomplishment and degree completion. Our College's increasing recognition for excellence locally, statewide, and nationally is directly related to the growth of grants and other external funding. We thank many members of the HCCC Family for writing and submitting an expanding array of grant applications too numerous to discuss this evening.

Last week, the President's Advisory Council on Diversity, Equity and Inclusion offered and participated in a powerful and dynamic two-day retreat. Immediately following the retreat, we learned that Hudson County Community College will again receive *INSIGHT Into Diversity* Magazine's Higher Education Excellence in Diversity, or HEED, award. Last year, HCCC was one of nine community colleges nationally to be recognized by *INSIGHT Into Diversity* as a "Top College for Diversity." This year, we are one of just seven community colleges to be recognized as recipients of the 2022 HEED Award. This is a great point of pride for all in the HCCC Family, as everyone owns this work. Trustees, thank you for your strong support of our DEI initiatives!

At the DEI Retreat, Trustees Bakari Lee and Pamela Gardner were recognized by our Retreat Planning Committee for their strong and unwavering support of DEI as representatives of the Board of Trustees. Thank you so much for your leadership and support, Pam and Bakari!

Trustees, as you are aware, planning for our proposed Tower project has been underway for over six years. We thank Chairman Bill Netchert, members of the Capital Projects Advisory Committee, Dr. Nicholas Chiaravalloti, and so many others for their leadership and support of this project of enormous importance to Hudson County Community College's future. Included on this evening's agenda is a resolution to approve upcoming capital requests for project funding from the State of New Jersey through the Office of the Secretary of Higher Education.

I have invited Vice President Chiaravalloti to share an update on the significant progress of this project that will provide many new opportunities to serve our students and community and deliver on our mission at the next level of excellence.

Nicholas Chiaravalloti offered remarks and presented [HCCC Academic Building-The Tower](#).

Thank you, Chris.

Chairman Netchert and Board members, thank you for this opportunity.

I am excited to provide an update on the Tower project. Let me begin by thanking everyone on our consulting team, especially NK Architects and MAST Construction, for their outstanding work. Ralph Rosenberg has joined us this evening to answer any questions you may have.

I also want to thank all the members of the HCCC community for their input. I think this final plan reflects that collaboration, and, once completed, will serve our students, faculty and staff for decades to come.

As many of you know, the Tower is the culmination of Hudson County Community College's Facilities Master Plan. The vision established by the Board of Trustees is a central, vertical, technologically advanced urban campus.

The new 11 story, 148,000 square-foot structure will conclude a broader goal of consolidation that allows the College to have a new, large, and central campus facility that will replace the small, segregated and aging buildings currently in use.

In particular, the aerial view gives a sneak peek of our wayfinding project, which is underway. Although we do not have a final design, we plan to improve our building signage throughout our campuses. We want to ensure that our students and the surrounding community know where to find us.

The core programs included in the Tower have not changed:

- New and expanded spaces for student services;
- Centralized offices for Continuing Education and Workforce Development (CEWD);
- Full-size NCAA gymnasium and fitness center;
- Twenty-four (24) new state-of-the-art classrooms;
- New Continuing Education and Workforce Development health lab and exercise science lab;
- Black Box Theatre; and,
- Administrative offices.

Each level has undergone significant tweaking since our last presentation based on feedback and space limitations.

The front entrance will be a welcoming two-story lobby area. We hope this creates the wow factor for our community as well as visitors.

The ground level includes One Stop Services; Enrollment and Bursar Offices; Veterans Services; and Early College offices. We have also added multiple computer stations for students to fill out necessary enrollment materials. We also have created an outdoor student plaza that will be accessible to the HCCC community.

The vision is to incorporate the ground floor of 2 Enos into the Tower, and relocate the Testing Center, our bookstore, and some food services into this retail space. This retail space will allow HCCC to begin converting Enos Street into a vibrant urban corridor.

The second level leads directly to a student lounge area after taking the stairwell or elevators. This level also includes a full-size NCAA gymnasium and locker rooms, some offices, and storage areas. Most of the current work on this floor is unseen and focused on AV/IT details. We include the technology that allows this gym to also function as a large multipurpose space by placing a lot of conduits and LED screens.

The third level includes a new fitness lab and wellness center with exercise equipment, offices, a classroom, as well as a running track.

I would also point out that each floor incorporates an “all gender” restroom and each classroom in the Tower will have ITV capabilities.

The fourth level is home to Hudson Scholars and our EOF Offices, a Black Box Theatre, another common space, the Learning Lab, and access to a roof terrace. This level is envisioned as another livable space that we’ll be able to use for multiple activities. The rooftop terrace will be accessible to our students. Similar to steps taken at our North Hudson Campus and Gabert Library, we continue to seek opportunities to create outdoor community space.

The fifth level hosts Financial Aid and classrooms.

The sixth level includes Academic Advisement and Counseling, classrooms, and faculty offices. I want to thank those faculty members who took the time to provide critical input into the design of this space. I am really proud of the final result and cannot wait to see how it functions.

The seventh level houses Transfer Center and Career Services, the University Center, and more classrooms. I want to point out that in order to improve the efficiency of space while maintaining some confidentiality, you will notice “hotel” offices. These are simply spaces not assigned to any specific individual but rather to be used when privacy is required.

The eighth level has Continuing Education and Workforce Development Offices, the CEWD Health Lab, and general classrooms.

The ninth level has Human Resources and additional classrooms.

The tenth level includes Institutional Research, Advancement, Communications and Grants, and the Finance Offices.

Next, the eleventh level is where we find the Academic Affairs Office and President’s Office, as well as the Board Room with a terrace. It is envisioned that this terrace will be open only for certain events.

Finally, the rooftop is where we find mechanicals and our new server room.

When completed, the new mid-rise tower will be the core central building for the College’s Journal Square campus. The building will be designed and constructed to meet LEED Silver certification as a minimum standard.

A few additional but important points:

First, the current budget for the project is \$91.1 million. We have identified roughly \$56 million of funding and are working with the County, as well as seeking additional state, federal, and private funding to finance the last \$35 million needed to pay for the project. I am hopeful we will have this \$35 million question answered this fall.

Second, final drawings and bid documents are due in September. We are on schedule to ask the Board of Trustees to authorize the advertisement for general construction bids at its September 13, 2022 meeting. We hope to begin construction in Spring/Summer 2023.

I know I often refer to this project as complicated, and it is. But I will tell you that I do see the light at the end of this tunnel.

I also want to make sure it is clear that we need this building. This is not a vanity project. Similar to Culinary, STEM, our North Hudson Campus, the Library, and the Student Center, we are only undertaking this project because it permits us the opportunity to better serve our students. It provides better learning and teaching spaces, centralizes our student services, and continues the progress that Hudson has made since its founding in 1974 in a few borrowed offices.

Thank you for the opportunity to speak.

President Reber resumed his remarks.

Thanks so much, Nicholas, Chairman Netchert, and all involved in bringing our long-anticipated Tower project to fruition.

Trustees, this concludes my report.

Nicholas and I would be happy to entertain any questions or comments you might have.

Chairman Netchert offered the following remarks.

Very good report, Nicholas. Ralph, great job, as always. It's a dream.

At some point, we will need to do a presentation like this for the County Executive and Finance department if they're willing to give us 15 or 20 minutes, so they can see what we're asking them to do. It is special if you lived and grew up here when no one knew what Hudson County Community College was. Now, we are proud of what we will make of it.

We hope to get positive results from Trenton on some of our asks. Then lean on our Board members who have relationships with our legislators and apply pressure. Every dollar we receive from somewhere else is a dollar less the taxpayers or HCCC will eventually have to be responsible for if and when we borrow the money from the county. We will try our best to fill in some of those voids by getting grants, low-interest loans, anchor tenant projects, or in any other possible way.

Trustee Gardner offered the following remarks.

I will tell you, I'm awfully excited. The community will be excited.

I'm looking forward to it, and it's just an excellent idea for Hudson County, our school, and the community. Thanks for the hard work. However, we have a lot of hard work to do, and it will be done.

Regular Monthly Reports and Recommendations

- 1. The Minutes of the Regular Meeting of June 14, 2022, were approved.**
- 2. Gifts, Grants, and Contracts Report**

Hudson County Community College has received the following grants:

Title: Adult Transition Center

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

Purpose of Grant: This grant aims to provide students with developmental disabilities the support and resources necessary to experience more successful transitions from secondary

school to postsecondary education and adult employment, and promote independent living opportunities by providing appropriate skills to be successful.

College Administrator: Lori Margolin

College Contribution: \$0

Award Amount: \$250,000.00

Title: All Within My Hands Foundation: “The Metallica Scholars Initiative”

Agency: American Association of Community Colleges (AACC)

Purpose of Grant: The initiative's purpose is to provide direct support to community colleges to enhance career and technical education programs.

College Administrator: Dr. Heather Devries and Lori Margolin

College Contribution: \$0

Award Amount: \$100,000.00

Title: Supplemental Support Under the American Rescue Plan (SSARP)

Agency: U.S. Department of Education

Purpose of Grant: To support unmet needs due to the coronavirus.

College Administrator: Geoffrey Sims

College Contribution: \$0

Award Amount: \$2,711,622.00

Title: New Jersey Pathways to Career Opportunities

Agency: New Jersey Community College Consortium for Workforce and Economic Development

Purpose of Grant: The Pathways initiative brings together employers, industry associations, labor unions, educational institutions, and workforce development partners to provide students, adult learners, and workers the education and career pathways they need to find new careers to earn competitive wages, and to ensure that employers have access to a highly skilled, innovative workforce to meet critical labor market needs.

College Administrator: Lori Margolin and Dr. Burl Yearwood

College Contribution: \$0

Award Amount: \$336,200.00

Title: Gateway to Innovation 2.0

Agency: JPMorgan Chase Foundation

Purpose of Grant: The goal of the Gateway to Innovation Program is to provide upward social and economic mobility aligned with workforce and community needs.

College Administrator: Lori Margolin

College Contribution: \$0

Award Amount: \$200,000.00

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 Approving OSHE Grant Application was approved.
2. Resolution Approving OSHE Funding was approved.
3. Resolution Awarding Contract for Professional Architectural and Engineering Services for Tower Project at Enos and Jones Street, to be funded from Chapter 12 funds at a cost not to exceed \$971,000, was approved.
4. Resolution Authorizing Architectural and Engineering Services On-Call List, to be considered for an award of contract, was approved.
5. Resolution Authorizing Purchase and Installation of HVAC Turnkey Replacement to be funded from Chapter 12 funds at a cost not to exceed \$630,898 was approved.
6. Resolution Awarding Contract for Wayfinding Services, to be funded from Chapter 12 funds at a cost not to exceed \$182,000, was approved.
7. Resolution Authorizing Purchase of Laptops, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$501,386, was approved.
8. Resolution Authorizing Purchase of SmartNet Technical Support and Hardware Coverage for New ITV Systems, to be funded from the operating budget at a cost not to exceed \$130,996, was approved.
9. Resolution Authorizing Purchase of Redundant Connection Upgrade for Internet Services, to be funded from the operating budget at a cost not to exceed \$29,955, was approved.
10. Resolution Authorizing Renewal of SmartNet Technical Support and Hardware Coverage, to be funded from the operating budget at a cost not to exceed \$55,502, was approved.
11. Resolution Authorizing Renewal of Dark Web Vulnerability Scan Software, to be funded from the operating budget at a cost not to exceed \$55,275, was approved.
12. Resolution Authorizing Renewal of College Campus-Wide Software License Agreement, to be funded from the operating budget at a cost not to exceed \$89,388, was approved.
13. Resolution Authorizing Renewal of Advanced Email Security Protection Software, to be funded from the operating budget at a cost not to exceed \$53,936, was approved.
14. Resolution Authorizing Renewal of Personal Hot Spots, to be funded from the operating budget at a total cost of \$36,000, was approved.

15. Resolution Authorizing Renewal of Contract with W.W. Grainger for Facilities Department Supplies and Equipment, to be funded from the operating budget at a cost not to exceed \$60,000, was approved.
16. Resolution Authorizing Renewal of Consultation Services for Latino Outreach, to be funded from the operating budget at a cost not to exceed \$72,000, was approved.
17. Resolution Authorizing Renewal of *Achieving the Dream* Contract, to be funded from the operating budget for one year at a total cost of \$50,500, was approved.
18. Resolution Authorizing Purchasing Bid Threshold for Fiscal Year 2023 was approved.
19. Resolution Authorizing Renewal of Review and Testing Course for Nursing Program, to be funded by the Carl D. Perkins Grant, was approved.

The following actions were taken regarding **Personnel Recommendations** brought forward by the Administration and endorsed by the Personnel Committee.

1. The retirement of the Dean of Student Success was accepted.
2. The resignations of a Director, Library Patron Services; Grant Project Director; Student Services Assistant; Student Success Coach; Senior Accountant; and Academic Counselor, were accepted.
3. Staff appointments to the following full-time positions were approved: Development Coordinator, Advancement; Customer Service Manager, Continuing Education and Workforce Development; Director, ESL and Academic Foundations English; Skills Lab Simulation Coordinator; Accountant; Au Pair Coordinator, Continuing Education and Workforce Development; Dean, Humanities and Social Sciences.
4. Appointments of Temporary Full-time Staff were approved.
5. Appointments of Full-time Faculty were approved.
6. Appointments of Temporary Full-time Faculty were approved.
7. Authorizations of Part-time Staff through August 2023, as needed, were approved.
8. Appointment of New Hire Adjunct Instructor was approved.
9. The following Modifications to the Staffing Table were approved:

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (if applicable)	Salary Adjustment (if applicable)	Effective Date
N/A	Strategic Marketing Director	N/A	N/A	August 10, 2022
Coordinator, Writing and Tutoring Center	Coordinator, STEM and Business Tutorial Center	Rodrigo Romea (Temporary Full-time)	\$46,096.61	August 10, 2022
Instructional Technologist	Instructional Designer	N/A	N/A	August 10, 2022

10. Resolution to Approve Policy on Engineering and Operations was passed.

The following actions were taken regarding **Academic and Student Affairs** as brought forward by the Administration and endorsed by the Academic and Student Affairs Committee.

1. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Port Authority of New York/New Jersey was approved.

2. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and New Jersey City University (NJCU) for HCCC to Serve as a Practicum Environment for Students in NJCU's Bachelor of Social Work (BSW) Program was approved.
3. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Cooperman Barnabas Medical Center for Clinical Experiences in HCCC's Registered Nursing (RN) Program was approved.
4. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Bridgeway Behavioral Health for Clinical Experiences in HCCC's Practical Nursing (PN) and Registered Nursing (RN) Programs was approved.
5. Resolution Authorizing New and Continuing Partnerships with Hudson County High Schools for the Delivery of Credit Course Instruction for Academic Year 2022-23 was approved.

The **meeting was adjourned** at 5:33 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.