

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



Summary of Proceedings  
Reorganization Meeting and Regular Meeting of the  
Board of Trustees  
Tuesday, November 24, 2020  
5:00 p.m.  
Via Zoom

**Trustees Present:** Koral Booth (Student Alumni Representative); Joseph Doria; Karen Fahrenholz (Secretary/Treasurer); Adamarys Galvin; Pamela Gardner; Roberta Kenny; Bakari Lee (Vice Chair); William Netchert (Chair); Jeannette Peña; Christopher Reber; Silvia Rodriguez; Harold Stahl.

**Annual reorganization meeting call to order:** The annual reorganization meeting was called to order by Chairman Netchert at 5:00 p.m.

**Alumni/Student Representative:** Koral Booth was sworn in as the new Student Alumni Representative to the Board of Trustees.

*Provost Eric Friedman introduced Koral Booth, new Student Alumni Representative to the Board of Trustees.*

Koral Booth has been so wonderfully engaged with the college community. Even though she has so much that goes on in her personal life, she has chosen to engage with the College through so many different opportunities, to be there and mentor other students. She's the face of Hudson County Community College in different messaging out to the community. When I see Koral and interact with her, it is just so uplifting. I am so proud that she is part of this board and that she's going to have this experience on top of all the other amazing experiences that she's been able to have as a result of joining this wonderful community. I wish her all the best. You're going to do great, Koral.

The following **trustees were elected as board officers** for the term extending through November 2021: William Netchert, Chair; Bakari Lee, Vice Chair; and Karen Fahrenholz, Secretary/Treasurer.

**The board approved its regular meeting schedule through November 2021.** Meetings were scheduled for January 19, February 16, March 9, April 13, May 11, June 8, August 10, September 14, October 12, and November 23.

Chairman Netchert announced appointments to the following **Board Committees**.

**Members of Standing Committees and Ad Hoc Committees of the Board of Trustees for 2021**

**Executive Committee**

William Netchert (Chair)  
Bakari Lee (Vice Chair)  
Karen Fahrenholz (Secretary/Treasurer)

**Academic and Student Affairs Committee**

Pamela Gardner (Chair)  
Adamarys Galvin  
Roberta Kenny  
Silvia Rodriguez  
Koral Booth, Student Alumni Representative

**Capital Projects Advisory Committee**

William Netchert (Chair)  
Bakari Lee  
Jeanette Peña  
Harold Stahl

**Finance Committee**

Bakari Lee (Chair)  
Joseph Doria  
Karen Fahrenholz  
Jeanette Peña

**Personnel Committee**

Karen Fahrenholz (Chair)  
Joseph Doria  
Pamela Gardner  
Harold Stahl

**College Commencement Committee Liaisons**

Bakari Lee  
Adamarys Galvin  
Koral Booth, Student Alumni Representative

**Foundation Liaison**

Karen Fahrenholz

Ad Hoc Committees will be formed as needed.

A Resolution authorizing **General Legal Counsel** service for Fiscal Year 2021 to Scarinci Hollenbeck, LLC of Lyndhurst, New Jersey, was approved.

The reorganization meeting was then adjourned and the trustees immediately reconvened to conduct the **regular monthly business meeting**.

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

**Awards, Recognitions and Special Reports**

1. *Student Government Association President's Report*

*Student Government Association Co-President Karen Riera offered the following report.*

Good evening Board of Trustees, President Reber, students, guests and others. As we approach a new year, this academic semester has been quite different from what we've known.

We held our first community service event today at Liberty State Park. I volunteered as well. The event was held outside with approximately 20 people in attendance while social distancing and wearing masks.

We will try to schedule other events before the semester ends. As mentioned at the last Board of Trustees meeting, the SGA's framework of goals for the 2020-21 Academic Year is aimed at promoting SGA awareness, such as introducing tips on how to guide student life, navigating through college to completion, etc.

## 2. All College Council President's Report

*All College Council President Lauren Drew offered the following report.*

Since the last Board of Trustees Meeting, there have been two ACC General Meetings. In October, the Council overwhelmingly voted to approve a syllabus statement on diversity, equity, and inclusion that was initially developed by the President's Advisory Council on Diversity, Equity, and Inclusion, and thereafter reviewed and moved forward by the ACC's Academic Affairs Committee. Faculty will be encouraged to include the statement in their course syllabi beginning in spring 2021.

In the last two ACC General meetings, there has also been robust discussion of spring 2021 course modalities and course scheduling, as well as questions relating to the request for students to keep their web cameras on in remote classes. I would like to thank the administration for following up on these conversations. Specifically, thank you to Dr. Jones, Dr. Friedman, and Patricia Clay for hosting two Faculty Dialogue Sessions, and to Academic Affairs for providing a statement on "cameras-on" in remote classes, which provides legal clarity as well as guidance on how to balance academic rigor with a culture of care.

In its most recent committee meeting, the Academic Affairs Committee reviewed and approved a Covid-19 syllabus statement for spring 2021. The Committee also continues to examine the impact of different modalities on student success, particularly with regards to definitions of participation and attendance in the various class formats.

The Technology Committee is also focused on promoting student success in various course modalities and is working to ensure that the right technology gets into the hands of those who need it, including access to internet service.

Similarly, the Student Affairs Committee will be reviewing the results of a student survey conducted by IR, which focuses on students' experiences in the various class formats. The Chair of the Student Affairs Committee, Dr. Chris Conzen, attended the recent *ATD* Student Parent Summit, and will be bringing back some of the ideas and recommendations from the summit to the Committee for their consideration.

The Development and Planning Committee is proud to announce that the Johanna van Gendt Scholarship has been launched. ESL Professors are currently recommending students who have shown great progress and dedication to their courses, and who have contributed positively to the learning experience of their class. The Committee hopes to be able to recognize the scholarship recipients at College Service Day.

The Space and Facilities Committee has formed an ad hoc subcommittee on office space allocation, which should begin meeting soon. The Committee is also examining classroom furniture to ensure accessibility and comfort for all in the classroom, and they are hoping to pilot a model classroom. The Committee is also examining best practices arising as a result of COVID protocols, such as better security tracking of those in the building, one-way traffic flow, and increased use of outdoor spaces.

Finally, the College Life Committee is continuing its collaboration with the Center for Teaching, Learning, and Innovation on Open Educational Resource workshops and ACUE information sessions.

The spring 2021 ACUE cohort will focus specifically on research-based best practices in remote and online teaching. The Committee is also working on planning a virtual holiday party in conjunction with HR.

### 3. *President's Report*

*President Reber offered the following remarks.*

Good evening, Trustees.

We are all deeply affected by the continuing pandemic and the rising number of citizens who have contracted the virus, including HCCC community members and their families and loved ones.

Please join me in a moment of silence for all of the victims of the pandemic, and those close to them.

Moment of Silence

Karen and Lauren, thank you for your reports and your leadership.

Lauren, kudos to you! The All College Council is so vibrant. The virtual attendance has been strong. Obviously, important work is being done. We thank you and your colleagues.

On behalf of our entire College community, I, too, would like to welcome our new Student Alumni Representative to the Board of Trustees, Koral Booth. Dr. Friedman did a wonderful job of introducing her. Koral, we are all looking forward to your participation on the Board of Trustees during the coming year. Would you like to offer any brief remarks?

*Koral Booth offered the following remarks.*

I just want to say thank you to everyone and I really look forward to working with everyone and getting to know everyone a little better.

I've always been a big advocate for student representation. I have a voice, so this gives me the perfect opportunity to share a student and alumni perspective. I can't wait to start.

*President Reber resumed his remarks.*

Thanks so much, Koral.

Trustees and colleagues, as you are aware, Bergen Community College's Board of Trustees passed a resolution last week to negotiate with Dr. Eric Friedman as the candidate selected to be their next President.

We all celebrate and thank Eric for his exceptional service and leadership at HCCC over the past 14 years. During that time, Eric served as Dean of Community Education, then Vice President for Academic Affairs, Senior Vice President for Academic Affairs, followed by Executive Vice President and Provost and Chief Operating Officer for the College during the past nearly three years.

Eric, you are more than ready to take this exciting next step in your career. We are very happy for you, and we will miss you greatly. Would you like to say a few words?

*Provost Eric Friedman offered the following remarks.*

Good evening. Thank you so much, President Reber, Chairman Netchert and all of the Trustees, students, my colleagues and friends at this wonderful, impactful college.

We talk so often about the transformative impact that HCCC has on our students. Well, I have been transformed in numerous ways by my engagement with the College and the wider Hudson County community: superintendents from across the county, Workforce Development board members, trustees from across the State who travel to Washington to advocate for our students, members of the Hudson County business community, leaders in the public and private sectors, my colleagues on the Academic Officers Affinity Group, my fellow accreditation officers, those in county government, the staff at the New Jersey Council of County Colleges, and the list goes on and on. I say this to faculty members, students, administrators and staff members: you will get from your time at Hudson according to your level of engagement. Stretch yourselves. Your willingness to give of yourselves, to participate, to attend community meetings and outreach events, will make the difference.

Before the pandemic, I was invited to a school district Board meeting at Bayonne High School. The most exciting part of the evening was getting the chance to meet the 9<sup>th</sup> graders, all wearing HCCC t-shirts, who were entering the HCCC Early College program. They were truly excited to be joining our community. Broad smiles and joy. That, and so many wonderful experiences like that, have been my fuel. Our community believes in us and we are stewards of their trust and their aspirations. What this community college does—and I am so proud to have been part of it—is nothing short of amazing.

It starts with our Board and President. The Board of Trustees and Chris provide a best-practices model for collaborative, supportive leadership. That leadership provides the foundation stones for what all of us do every day. It is working!

In my time at the College, I have been part of developing programs and partnerships that have greatly expanded how we are able to serve our community members. You may not think about it this way, but we are Servant Leaders.

It has been incredibly rewarding to work here and to benefit from the mentorship and guidance of two remarkable presidents. I mean that sincerely. They have believed in me and brought out the best in me. And I have watched with joy as a culture of care has taken root and made a difference in how we work together and how we serve our communities. This surprising “soft” side of our culture has helped us to join the pantheon of great community colleges.

We have an amazing and caring team. A special thank you to my team for all you do. And I need to say this: I would stack our faculty up against any in the country. Yes, they are that good!

It's not the same college I walked into over 13 years ago. I know that you will continue to reach new levels of excellence. And to all my friends and colleagues: I won't be far away, you are making a tremendous difference in people's lives. Engage, participate, and please enjoy the journey! I have benefitted from having known each and every one of you.

Thank you for everything.

*Trustee Netchert offered the following remarks.*

Eric, as the Chair of the Board, on behalf of the Board, I said to you privately that we're going to miss you. We've all watched you grow into the person you are today. A person ready to take on a presidential leadership role. We look forward to a long productive partnership between HCCC and Bergen Community College. We'll look forward to hearing good things. We're really proud of you.

*Trustee Lee offered the following remarks.*

Eric, you and I have had conversations in the past about your aspirations. It was no doubt or surprise to me that you would one day become a president at a community college. I'm glad that it's a school that's near us, in fact, New Jersey's largest community college. You have been a president in waiting for a long time in my view. It was just a matter of finding the opportunity that allowed you to realize openly what you already were internally, and now was just the time for you to take that opportunity and run with it and be everything that you are capable of being.

Despite your vast experience, you will need the opportunity to bounce things off of colleagues and peers. The friendships and relationships that you've cultivated over your history and particularly with respect to your relationship with Chris, you will certainly need, as all presidents do. I have no doubt that you will become one of the premier community college presidents in the country as a result of who you are as a person and the foundation that was afforded to you and that you took advantage of here at Hudson County Community College. Your continued success is our continued success, as far as I'm concerned, and we all look forward to seeing you shine brightly.

*President Reber resumed his remarks.*

Thank you, Eric and Trustees.

I have begun focused planning with our Cabinet and all college constituencies to consider how best to address the upcoming vacancy in our Executive Vice President and Provost role. Trustees, I anticipate recommending to you a number of structural changes that will provide growth opportunities for current HCCC employees. These include opportunities to support our student success work, and our diversity, equity and inclusion goals.

We are all looking forward to the College's 23<sup>rd</sup> Annual Holiday Gala Fundraiser. This year's "Gala at Home" will take place on Thursday, December 3 at 6 p.m. Proceeds from the celebration will fund scholarships for deserving students, the Foundation Art Collection, faculty development, and the College's physical expansion. Donors to the event will receive a basket filled with a gourmet dinner prepared by chefs of our award-winning Culinary Arts Institute. The baskets will contain cold seafood, antipasto, assorted cheeses, breads and crackers, a two-entrée dinner, desserts and beverages.

We look forward to honoring our gifted and esteemed colleague, HCCC Associate Dean of Business, Culinary Arts and Hospitality Management, Paul Dillon.

We thank Vice President Nicholas Chiaravalloti, Assistant to the Vice President Mirta Sanchez, Interim Associate Dean Ara Karakashian and our Culinary faculty and students, and our Foundation Directors for their leadership and stewardship of this one-of-a-kind annual holiday event and fundraiser.

Trustees, at this time of reflection and Thanksgiving, allow me to thank you and the College community for all you do to support this great College, and for allowing me the continuing honor of serving as your president.

I wish everyone a safe and enjoyable holiday.

**Regular Monthly Reports and Recommendations**

1. **The Minutes of the Regular Meeting of October 13, 2020 were approved.**

2. **Gifts, Grants, and Contracts Report**

*The College has received the following grant award:*

**Title:** *College Readiness Now VII (FY 2021)*

**Agency:** *NJ Council of County Colleges (NJCCC) in partnership with the NJ Office of the Secretary of Higher Education (OSHE)*

**Purpose of the Grant:** *To increase college readiness of high school students prior to graduation.*

**College Administrator:** *Jennifer Rodriguez (Project Director)*

**College Contribution:** *\$0*

**Award Amount:** *\$52,894.00 (October 1, 2020 – August 20, 2021)*

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 Purchase of Security Camera System Upgrades for North Hudson Campus from Johnston Communications Voice and Data of Kearny, New Jersey, at a cost not to exceed \$255,334.00, was approved.
2. Resolution Authorizing Purchase of Nursing Mannequin from Laerdal Medical Corporation of Wappingers Falls, New York, to be funded by CARES Act Grant at a cost not to exceed \$17,804.00, was approved.
3. Resolution Authorizing Purchase of Furniture for North Hudson Campus Multipurpose Room from Commercial Furniture Interiors of Mountainside, New Jersey, to be funded by CARES Act Grant at a cost not to exceed \$24,668.00, was approved.
4. Resolution Authorizing Purchase of Personal Hot Spots from T-Mobile USA, Inc. of Bellevue, Washington, to be funded by CARES Act Grant at an estimated cost of \$17,400.00, was approved.
5. Resolution Authorizing Purchase of Exams for Online Testing from Examity of Newton, Massachusetts, to be funded by CARES Act Grant at a cost not to exceed \$50,000.00, was approved.
6. Resolution Authorizing Purchase of Mental Health Texting Platform from TalkLife Limited UK of Bristol, United Kingdom to be funded by New Jersey Community College Opportunity Grant at a total cost not to exceed \$12,775.00, was approved.
7. Resolution Authorizing Renewal of Subscription Service for Gabert Library from VALE/NJEdge of Newark, New Jersey, at a cost not to exceed \$72,680.00, was approved.
8. Resolution Authorizing Extension of Security Services Contract was approved.

9. Resolution Authorizing Sponsorship of Annual Foundation Dinner at a cost not to exceed \$26,000.00, was approved.
10. Resolution Authorizing Purchase of Building Signage Replacement from Elite Signs of Monmouth Junction, New Jersey, at a cost not to exceed \$14,571.00, was approved.
11. Resolution Authorizing Fire Alarm Maintenance from AFA Protective Systems, Inc. of North Brunswick, New Jersey, at a cost not to exceed \$5,309.00, was approved.
12. Resolution Authorizing Agreement for Credit Card Processing Services for the College's Division of Continuing Education, for Fiscal Year 2021, from Heartland Merchant Services of Jeffersonville, Indiana, with a service fee of 2.85%, was approved.
13. Resolution Authorizing Maverick Settlement, at a cost not to exceed \$80,594.27, was approved.
14. Resolution Authorizing Approval of the 2020 Audit was passed.

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

1. Staff appointed to the following full-time positions were approved. Associate Director, Financial Aid, NHC; Instructional Designer; Career Coach; Academic Advisor; Senior Accountant.
2. Appointments of Temporary Full-time Staff through June 30, 2021 were approved.
3. Appointments of Temporary Full-Time Faculty, Spring 2021, were approved.
4. Authorizations of Part-Time Staff through December 2021, as needed, were approved.
5. Appointments of New Hire Adjunct Instructors were approved.

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

1. Resolution Authorizing Agreement between Hudson County Community College and Jersey City Board of Education for the Delivery of Culinary Training Program instruction, was approved.
2. Resolution Authorizing Agreement between Hudson County Community College and Hudson County Meadowview Psychiatric Hospital through the NJHealthWorks Apprenticeship Grant, was approved.
3. Resolution Authorizing Agreement Renewal for Advanced Manufacturing Apprenticeship, was approved.
4. Resolution Authorizing Agreement Between Hudson County Community College and New Jersey City University to offer an A.S. in Exercise Science to B.S. in Exercise Science Degree Pathway, was approved.
5. Resolution to Approve an Academic Certificate in Culinary Business Innovation (30 credits) [CIP Code: 12.0500], was passed.



6. Resolution to Approve Academic Calendars for the Fall 2021 through Summer 2022 Terms was passed.
7. Resolution to Authorize Renewal of Affiliation Agreement between Hudson County Community College and Hudson Regional Hospital, was approved.
8. Resolution to Authorize Renewal of Affiliation Agreement between Hudson County Community College and IJKG Opco LLC d/b/a CarePoint Health-Bayonne Medical Center, was approved.
9. Resolution to Authorize Renewal of Affiliation Agreement between Hudson County Community College and Hudson Hospital Opco LLC d/b/a CarePoint Health-Christ Hospital, was approved.
10. Resolution to Authorize Renewal of Affiliation Agreement between Hudson County Community College and HUMC Opco LLC d/b/a CarePoint Health-Hoboken University Medical Center, was approved.
11. Resolution to Authorize Renewal of Affiliation Agreement between Hudson County Community College and Richmond University Medical Center, was approved.

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

1. Resolution Approving Board of Trustee Goals for 2020-21 Academic Year, was passed.
2. Resolution Approving Second Amended and Restated Employment Agreement of Christopher M. Reber, HCCC President, was passed.

The **meeting was adjourned** at 5:54 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.