

Summary of Proceedings
Meeting of the Board of Trustees
Tuesday, January 19, 2021
5:00 p.m.
Via Zoom

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

Trustees Absent: Adamarys Galvin

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

1. *Student Government Association President's Report*

Student Government Association President Christian Rodriguez offered the following report.

Good evening Board of Trustees, Dr. Reber, faculty, students and guests. My name is Christian Rodriguez, and I will be presenting the SGA President Reports for this semester.

To briefly introduce myself, since I am a new face to many, I am a Psychology major anticipated to graduate in May 2021. A student leader myself, serving on the leadership teams of the LGBTQIA+ Club, HCCC's Chapter of the National Society of Leadership and Success, the Environmental Club, and, of course, now as the President of SGA. My passions are centered around student involvement at HCCC, as I know the amazing opportunities it affords students. My future plans are to build a career as a higher education student affairs professional.

As you know, we have a phenomenal and involved SGA. In addition to continuing to serve on college-wide committees and task forces, we are currently working on multiple different projects.

We are looking to help incarcerated or previously incarcerated individuals have a second chance at college, providing mentorship and assistance in the transition process. We have had conversations and meetings with administrators regarding our passion to assist in this goal and have begun to visualize our role in this endeavor. We also aim to assist with promotion regarding financial aid for these students and aim to advocate additional aid and scholarships available to them that can help as well.

We are also launching a STEM mentoring program that was proposed by Pedro Moranchel, our Director of the Inter Club Council, which would recruit HCCC students to be mentors to Hudson County youth in order to foster an interest in S.T.E.M. We have already met with administrators in the Jersey City schools to propose this program and are connecting with other local colleges, such as Saint Peter's University, to join forces on this effort.

Another major project that we are working on is to aid and break the stigma of mental health and drug addiction. We are hoping to bring awareness to both issues and to help our HCCC community in any way possible.

This spring, SGA is also looking to host a community service event in the HCCC area where we will be planting trees to lessen the impact of deforestation in Hudson County, in addition to other service projects to assist those in our community.

Last but not least, SGA will be launching a form marketed to our students to provide them a platform to share their thoughts, ideas or concerns that may arise as an HCCC student. Through this form, we will be able to collect both positive and negative insight from students, helping us to best serve our constituents.

Thank you for your time. I will be happy to answer any questions or accept any ideas you may have.

Trustee Lee asked several questions. He asked whether the College was partnering with the Prisoner Re-Entry Program headed by Executive Director and former New Jersey Governor Jim McGreevey. President Reber said that the College is working with Governor McGreevey on a number of issues as well as with the Hudson County Correctional Facility to potentially offer credit and non-credit courses to inmates. The College is also collaborating with clergy, many of whom are involved in the prisoner re-entry work.

Trustee Lee also inquired about the status of the College working with the NAACP. Trustee Lee said that the clergy and the NAACP should be working parallel on the prisoner re-entry initiative. President Reber said that Trustee Gardner has provided leadership in assembling the African-American Advisory Committee. The first meeting has been held and future meetings will be held periodically. Trustee Gardner noted that she, as well as other members of the African-American Advisory Committee, are also members of the NAACP. There are ministers on the Committee as well, all of whom are anxious to start doing some things to move us forward. Trustee Lee suggested that, given Trustee Gardner's affiliation, she should be designated as the point person with the NAACP.

2. All College Council President's Report

President Reber offered the following remarks.

Good evening Trustees, colleagues and guests.

We all are deeply affected by the Capitol riots two weeks ago and the growing and vexing challenges of social injustice and unrest, the pandemic, and other calamities. The riots that unfolded at the Capitol were heartbreaking as hatred, prejudice and entitlement were in full display. We continue our quest for justice, equity, and respect for all of our nation's and world's citizens.

Please join me in a moment of silence for those who lost their lives and were injured at the Capitol on January 6, all of the victims of hatred and injustice, and all who are suffering loss and sickness due to the pandemic.

Moment of Silence

Thank you.

Christian, thank you for your report.

On Friday, we issued a news release about the transformational, \$850,000 corporate gift we are receiving from JPMorgan Chase.

I want to thank Dean of Workforce and Continuing Education, Lori Margolin and her team, and Vice President for External Affairs and Senior Counsel to the President, Dr. Nicholas Chiaravalloti, for their leadership in building this transformational project and partnership!

I have asked Dean Margolin to discuss the project that the grant is funding, and how we hope to continue to grow external funding support for this and other Continuing Education and Workforce Development programs over time.

Lori Margolin offered the following remarks.

Good Evening! Thank you, Dr. Reber, Trustees, colleagues, students and guests.

I am so excited to share an overview summary of a program that will change lives and has been made possible with an \$850,000 one-year grant from JPMorgan Chase Foundation. In collaboration with JPMorgan Chase we crafted a program, "Gateway to Innovation," to address the unprecedented systemic challenges that were created and exposed as a result of the pandemic. The goal of the program is multi-faceted and intended to achieve lasting improvement in the Hudson County workforce ecosystem. This program will bring our workforce services to the next level while increasing our ability to make a difference in the community.

This comprehensive jobs and skills program has four basic components. They are:

Stabilizing Supports for Students

Enhance basic supports for HCCC students through 1-1 financial counseling and greater access to benefits through the use of an online benefits screening tool as well as an easy way to access local resources. These additional program components will expand the reach of "Hudson Helps" and improve the financial health of our students.

Stabilizing Supports for Alumni

Provide support for HCCC alumni to connect to recession-resistant work by augmenting career services with curated jobs, career assessment, virtual support and online learning through a new virtual platform. These services will strengthen our connection with alumni and support them throughout their career.

Recovery

Promote quicker re-employment of the recently unemployed by expanding access to short-term healthcare training for Certified Nursing Assistant, Patient Care Technician, Hemodialysis Technician and Pharmacy Technician, targeting assistance for unemployed low wage workers, and particularly

low-wage essential workers in communities of color. Programs will be a mix of in-person, hybrid and fully online programs.

Prosperity

Our focus here will be to deepen engagement with employers in the finance, healthcare, and technology sectors in order to identify in-demand skills and align curricula and degree programs in the finance and technology career pathways that will position HCCC and its graduates to thrive in the recovery. Included in this component is recruitment of industry experts for adjunct teaching, faculty externships and experiential learning opportunities for students.

I am pleased to report that as we begin our work, we are on-track with our timeline and milestones. Recent planning activities include identification of candidates for five of the seven positions. And we are actively recruiting for the remaining two positions.

This grant will be transformational for the College as well as the community. We intend to build on the relationship we have with JPMorgan Chase through outstanding results from this program and further leverage these funds to attract other premier workforce funders and additional workforce grants. This grant will open the door to new funding opportunities.

The work on the grant is the result of dedicated effort by many people, proving, once again, that it truly takes a village. The core team includes Vice President Nicholas Chiaravalloti and Grants Officer Sean Kerwick. Others who had a role include CEWD team members, colleagues from Finance, Procurement, Academic Affairs, Student Services, External Affairs, and, of course, Dr. Reber, whom we thank for his leadership and support.

I look forward to providing future updates and making a difference in Hudson County through this program.

President Reber resumed his remarks.

Thanks so much, Lori!

This project aligns beautifully with our College's student success and "Hudson Helps" initiatives. We hope the project will attract additional external funding support over time to sustain and grow this work and achieve life-changing outcomes.

We learned late last week from Dr. Karen Stout, *Achieving the Dream's* national president, that HCCC student Pedro Moranchel has been selected as one of only eight community college students nationally to be a 2021 DREAM Scholar. Pedro is a STEM major, an officer of Phi Theta Kappa, and a leader in many campus activities both inside and outside of the classroom.

ATD's DREAM Scholars program is an exciting opportunity for eight students from participating *Achieving the Dream* institutions across the nation to enhance key leadership, critical thinking, and networking skills. Students are nominated by their institutions and chosen through a competitive application process.

At ATD's national conference in February, Pedro and the other seven DREAM Scholars will share their personal stories with thousands of ATD conference participants from across the nation and around the world.

They will participate in customized programming and networking sessions that align to their personal goals. They will be featured in national conference plenary sessions, have an exclusive conversation with conference keynote speaker, the acclaimed author Jesmyn Ward, and participate in a panel presentation focused on how they view the reform efforts of community colleges. After the conference, we will invite Pedro to attend a Board meeting to share his experience with you. I thank my colleagues, Dr. Sheila Dynan, Heather DeVries and Veronica Gerosimo, for nominating Pedro and encouraging him to apply for this prestigious and inspirational opportunity that is also a point of pride for our entire College community.

I also want to share that Carlos Pomares, a member of our adjunct faculty, was interviewed last week in a Channel 4 news story for his silent heroism in helping people in need of food. Carlos collects donations of food and distributes them to people who are hungry in his local community. Carlos is one of so many members of our HCCC family who are going to great lengths to help others in need at this difficult time. I thank Associate Professor of Psychology, Dr. Patrick Moore, for bringing Carlos' story to my attention to share with you.

I am also pleased to share that we have been asked to provide a site for COVID vaccinations at the North Hudson Campus beginning around February 1, and a resolution authorizing this has been added to this evening's agenda under "New Business." The North Hudson Community Action Corporation will oversee and administer the vaccines in our North Hudson Campus first-floor lounge space. Anyone who is registered for a vaccine and is currently eligible, including HCCC students, faculty, and staff, will be able to make an appointment and receive the vaccine at our North Hudson Campus. I thank the Health and Safety Committee of our Return to Campus Task Force for making the arrangements to accommodate this need, and a particular thanks to Executive Director of Public Safety and Security, Jack Quigley. We are also exploring the efficacy of offering vaccines at the Journal Square campus.

Trustees, this concludes my report. As always, I would be happy to entertain any questions or comments that you might have.

Thank you.

Regular Monthly Reports and Recommendations

- 1. The Minutes of the Reorganization Meeting and the Regular Meeting of November 24, 2020 were approved.***
- 2. Gifts, Grants, and Contracts Report***

Hudson County Community College has received the following grant award:

Title: Gateway to Innovation

Agency: JPMorgan Chase Foundation

Purpose of Grant: The award will fund the College's initiative to address and improve Hudson County's COVID-related workforce challenges and rethink what is needed to achieve lasting improvement in the workforce ecosystem in Hudson County. The program will provide short-term, upskilling credential attainment opportunities in health care; career services for alumni in areas such as health care,

information technology, finance, insurance, and logistics; enhanced non-academic support for students, including financial counseling and access to other benefits; and deeper engagement with employers in technology, finance and other recession-resistant sectors that will lead to resilient career pathways.

College Administrators: Lori Margolin

College Contribution: \$0

Award Amount: \$850,000/One Year

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 Online Course Support Consultation to Instructure, Inc. of Salt Lake City, Utah, to be funded by the CARES Act Grant at a cost not to exceed \$170,407.00, was approved.
2. Resolution Authorizing Online Learning and Instructional Design Course Development Program from NJEdge.net of Newark, New Jersey, to be funded by the CARES Act Grant in an amount not to exceed \$195,000.00, was approved.
3. Resolution Authorizing Software and Maintenance Expansion Required for Virtual Desktop Infrastructure Classrooms from Innovative Network Solutions of Stamford, Connecticut, to be funded by the CARES Act Grant at a cost not to exceed \$176,505.00, was approved.
4. Resolution Authorizing Review and Testing Courses for Practical Nursing and Registered Nursing Program from Kaplan, Inc. of Fort Lauderdale, Florida, at a cost of \$128,000.00, was approved.
5. Resolution Authorizing Purchase of Recruitment Program for the Enrollment Services Division from Hobsons of Cincinnati, Ohio, to be funded by the New Jersey Community College Opportunity Grant (CCOG) at a cost not to exceed \$5,400.00, was approved.
6. Resolution Authorizing Renewal of Student Services ChatBot Platform for the Enrollment Services Division from CareerAmerica, LLC of Boulder, Colorado, for the anticipated term of two (2) years, at a cost not to exceed \$23,500 per year and a total cost of \$47,000.00, was approved.
7. Resolution Authorizing Lease Renewal of Mail Inserting System from Pitney Bowes of Stamford, Connecticut, at a cost not to exceed \$172,418.00, was approved.
8. Resolution Authorizing Server Maintenance and Upgrades from Dell Inc. of Round Rock, Texas, at a cost not to exceed \$22,902.00, was approved.
9. Resolution Authorizing Licensing, Formatting, and Migration of College-Wide Imaging Solution from Hyland, LLC of Westlake, Ohio, at a cost not to exceed \$24,220.00, was approved.
10. Resolution Authorizing Preventive Generator Maintenance from Foley Power Systems of Piscataway, New Jersey, at a cost not to exceed \$35,000.00, was approved.
11. Resolution Authorizing Purchasing Bid Threshold was approved.

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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 resignations of an Instructor; Accountant; and Executive Vice President and Provost, were accepted.
2. Staff appointed to the following full-time positions were approved: Custodial Supervisor; Business Developer, Continuing Education and Workforce Development (Grant-funded); Senior Maintenance Mechanic; Alumni Manager, Continuing Education and Workforce Development (Grant-funded); Healthcare Coordinator, Continuing Education and Workforce Development (Grant-funded); Clinical Site Coordinator, Nursing; Accountant, Finance; Healthcare Recruiter and Job Developer, Continuing Education and Workforce Development (Grant-funded); Grant Program Assistant, Continuing Education and Workforce Development (Grant-funded); Institutional Effectiveness Coordinator, Institutional Research.
3. Faculty appointed to the following position was approved: Instructor, Radiography (Tenure-track).
4. Appointments of Temporary Full-time Staff through June 30, 2021 were approved.
5. Appointments of Temporary Full-time Faculty for Spring 2021 were approved.
6. Authorizations of Part-time Staff through January 2022, as needed, were approved.
7. Appointments of New Hire Adjunct Instructors were approved.
8. Modifications to Staffing Table were approved.

Current Approved Title	New Title/ Deleted Title (if applicable)	Incumbent (If applicable)	Salary Adjustment (If applicable)	Effective Date
Executive Vice President and Provost	<i>Delete Title and Remove Position from Staffing Table</i>	<i>Vacant</i>	Vacant, last salary at \$212,000 (salary savings)	January 1, 2021
Associate Vice President for Academic Affairs	Vice President for Academic Affairs	Darryl Jones	From: \$138,535 to \$165,000	January 1, 2021
Associate Dean, Academic Affairs	Dean, Academic Affairs and Assessment	Heather DeVries	From: \$95,000 to \$115,000	January 1, 2021
Vice President for Student Affairs and Enrollment	<i>No Title Change</i>	Lisa Dougherty	From: \$159,135 to \$165,000	January 1, 2021
Director of Faculty and Staff Development	<i>No Title Change</i>	Lilisa Williams	From: \$66,226 to \$72,226	January 1, 2021
Vice President for Human Resources	<i>No Title Change</i>	Anna Krupitskiy	From: \$154,500 to \$158,500	January 1, 2021
Dean, Continuing Education and Workforce Development	Associate Vice President for Continuing Education and Workforce Development	Lori Margolin	From: \$132,612 to \$140,000	January 1, 2021

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Vice President for External Affairs and Senior Counsel to the President	<i>No Title Change</i>	Nicholas Chiaravalloti	From: \$148,526 to \$155,000	January 1, 2021
Vice President for Diversity, Equity and Inclusion	<i>New Position</i>	<i>Internal Search to Commence in Spring 2021</i>	Additional estimated salary for internal appointee: \$30,000	<i>TBA</i>
Enrollment Support Assistant	Student Services Assistant	<i>Vacant</i>	Vacant, last salary at \$45,000 (small salary savings anticipated)	January 20, 2021
Instructor, Accounting (Non-tenured)	Instructor, Accounting (Tenure-track)	Carrie R. Xiao	No salary adjustment	January 20, 2021

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

1. Resolution Authorizing Agreement Renewal Between Hudson County Community College and West New York Board of Education, was passed.
2. Resolution Authorizing Agreement Between Hudson County Community College and the International Brotherhood of Electrical Workers Local 164 to Establish an Education and Training Program, was passed.
3. Resolution Authorizing Agreement Between Hudson County Community College and Alaris Health at Jersey City, was passed.

The following action was taken concerning **new business**:

1. Resolution Authorizing the County of Hudson to use Hudson County Community College's Facilities as COVID-19 Vaccination Centers, was approved.

The **meeting was adjourned** at 5:40 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.