

**Summary of Proceedings at the  
Meeting of the Board of Trustees  
May 19, 2015  
5:00 p.m.  
Culinary Conference Center  
Jersey City, New Jersey**

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

**Trustees absent:** Kevin Callahan; Jeanette Peña; Adrienne Sires, Harold Stahl

**Comments from the Public:**

- Sharome Wiggins, organizer for Local 32BJ and Security Officer Hazel Ross along with several other security officers addressed the Board of Trustees. They presented a petition signed by security officers requesting that the College ensure that they receive the training promised by US Security, which was part of the bid solicitation.
- Freeholder William O'Dea reiterated the security officers' request regarding training. He asked that the College look into the issue and report back to him when it is resolved. (Mr. O'Dea came to the meeting after Mr. Wiggins and officers made their address.)
- Ismael Randazzo, ESL teacher, made the following requests, which he felt would be beneficial to the College and especially to the students.
  1. Banners with College logos be linguistically displayed.
  2. Have trees lined up along Jones Street.
  3. Place a little nook outside of library announcing coffee shop inside.
  4. Paint metal box outside of G Building.
  5. Placement of speed bumps outside the Library and buildings A, B, and G.

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- Cathie Perselay Seidman, Professor, Criminal Justice and President, Professional Association said she was happy about the construction of the new STEM Building. She also stated that union negotiations have started and have been extremely cordial and that hopefully there will be a mutual agreement.
- President Gabert reminded trustees that Commencement was scheduled for Thursday, May 21<sup>st</sup>, 6:00 pm at NJPAC in Newark, New Jersey. Degrees would be conferred upon approximately 1,000 persons and about 675 graduates would be marching.

The trustees approved the **minutes of the regular Meeting** of April 14, 2015.

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

- The award of media services for billboard advertisements was awarded to Outfront Media, Inc. of Fairfield, NJ, at a total cost of \$31,850.00.
- The continuation of the annual contract (year two) with Perceptive Software from Lexmark, Lenexa, KS, for college-wide imaging solution software for FY16 was approved at a cost not to exceed \$119,860.00.
- The renewal of the College's managed services contract supporting administrative computing for year four (4) of a five (5) year contract with Ellucian (Datatel) of Fairfax, VA, was approved at a total cost not to exceed \$1,321,110.00.
- The Renewal of College's Campus-Wide software Maintenance Agreement for one (1) year for FY16 with Ellucian (Datatel) of Fairfax, VA, was approved at a total cost not to exceed \$305,626.00.
- The award to purchase Sharp Aquos boards for the Nursing Program was awarded to Sharp Business Systems of Mahwah, NJ, at a total cost not to exceed \$48,114.00.
- The award to purchase Dell Computers for North Hudson Higher Education Center was awarded to Dell Computers at a cost not to exceed \$186,839.00.
- The award to purchase Brivo XR385 X-Ray Equipment for the new Radiography Program was awarded to GE Healthcare of Chicago, IL, at a total cost of \$120,273.20.
- The award for the purchase of phones (CISCO) for the Nursing Program was awarded to CDWG of Chicago, IL, at a total cost not to exceed \$21,699.75.

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- The award to purchase Dell Computers for the Nursing Program was awarded to Dell Marketing, L.P., of Round Rock, TX, at a total cost not to exceed \$73,870.20.
- The renewal of the parking agreement with the Parking Authority of the Town of West New York, NJ, for FY16 effective July 1, 2015 to June 30, 2016, at a cost not to exceed \$55,500.00 was approved.
- The award to provide Multi-Distribution Frame Infrastructure and to install Cisco hardware equipment at 870 Bergen Avenue (Nursing Program) and 71 Sip Avenue (Library Basement) was awarded to Johnston Communication, Voice & Data of Kearny, NJ, at a total cost of \$199,515.85.
- The Resolution Implementing Mandatory Direct Deposit for All HCCC Employees was accepted.
- The award for engineering firm for the rehabilitation of the Enos Place and Sip Avenue parking lots was awarded to A & J Consulting Engineering Services of Clifton, NJ, at a cost not to exceed \$60,000.00.
- The award of specialty demountable display walls for the 6th floor of the Library was awarded to Panelock Display Systems of Woodbury, CT, at a total cost not to exceed \$30,000.00.

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

1. The retirement of an Accounts Receivable Clerk was accepted.
2. The resignations of two Counselors were accepted.
3. Staff were appointed to the following full-time job titles: Dean of Research & Planning; Interim Associate Dean of STEM; Director of Contracts & Procurement; Manager, Purchasing Services; Director of Conference Center; Accountant; Administrative Assistant, Registrar; Accounts Receivable Clerk.
4. The following full-time faculty received promotions Academic Year 2015-2016:

**From Instructor to Assistant Professor**

| <b><u>Name</u></b> | <b><u>Discipline</u></b> |
|--------------------|--------------------------|
|--------------------|--------------------------|

|             |           |
|-------------|-----------|
| Angela Pack | Education |
|-------------|-----------|

|                 |            |
|-----------------|------------|
| Joseph Caniglia | AF English |
|-----------------|------------|

**From Associate Professor to Professor**

| <b><u>Name</u></b> | <b><u>Discipline</u></b> |
|--------------------|--------------------------|
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|                |                  |
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| Cathie Seidman | Criminal Justice |
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5. The sabbatical leave for an Associate Professor, Fine Arts was approved.
6. The appointment of additional new & continuing part-time hires: May 20 – June 30, 2015 was approved.
7. The updated Hudson County Community College Non-Discrimination/Anti-Harassment Policy was accepted.

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

1. The modification to the 2015-2016 academic calendar was approved.
2. The proposal for a new Certificate of Achievement – Emergency Medical Technician (EMT) was approved.
3. The proposal for a new Degree option – Biotechnology – to our existing Associate in Science Degree in science and mathematics was approved.
4. The proposal for a new academic Certificate – Medical Coding was approved
5. The proposal for a new Associate Degree (AS) in Human Services was approved.
6. The proposal for a new Associate Degree (AS) in Criminal Justice was approved.

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