

HUDSON COUNTY COMMUNITY COLLEGE
70 Sip Avenue
Jersey City, NJ 07306

Regular Meeting – Board of Trustees

Tuesday, January 17, 2023

5:00 P.M.

Mary T. Norton Board Room and Via Zoom

In-Person: Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, New Jersey

Members of the public may also use the following link and join the Zoom Meeting Webinar via Audio-only:

<https://zoom.us/j/91728109546?pwd=dFMrQ1pZaktEV3hSQ2pBeHBBUUt3dz09>

Passcode: 629005

Telephone: 1 309 205 3325

Webinar ID: 917 2810 9546

Passcode: 629005

Please note that members of the public who dial-in by telephone will not have the ability to speak during Comments from the Public and will be in listen mode only.

All microphones for public participants are muted except during the Comments from the Public portion of the meeting. If you wish to make comments and are attending via Zoom, please use the "Raise Hand" notification icon at the bottom of the screen. When you hear your name announced, you may address the Board. After the speaker's time ends, their microphone will be muted to allow others the opportunity to address the Board.

AGENDA

I. CALL TO ORDER - FLAG SALUTE

Mr. Netchert

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Joseph Doria

Pamela Gardner

Frank Gargiulo

Roberta Kenny

Bakari Lee, Vice Chair

Daniel Menendez – Student Alumni Representative

William Netchert, Chair

Jeanette Peña

Christopher Reber, President

Silvia Rodriguez

Harold Stahl

- III. COMMENTS FROM THE PUBLIC** *Mr. Netchert*
- IV. CLOSED SESSION** *(The Board of Trustees will determine whether there is a need to go into closed session at the beginning of the meeting. If there is such a determination, an announcement will be made as to where the session will be placed on the agenda.)*
- V. REPORTS**
1. *Student Government Association President's Report* *Ms. Elwir*
2. *All College Council Chair's Report* *Dr. Cronrath*
3. *President's Report* *Dr. Reber*
- VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**
1. *Minutes of Previous Meetings*
2. *Gifts, Grants, and Contracts*
- VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS** *Dr. Reber*
- VIII. PERSONNEL RECOMMENDATIONS** *Dr. Reber*
- IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS** *Dr. Reber*
- X. NEW BUSINESS** *Mr. Netchert*
- XI. ADJOURNMENT** *Mr. Netchert*

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

January 17, 2023

II. ROLL CALL

Trustees:

Joseph Doria _____

Pamela Gardner _____

Frank Gargiulo _____

Roberta Kenny _____

Bakari Lee, Vice Chair _____

Daniel Menendez, Student Alumni Representative, ex officio _____

William Netchert, Chair _____

Jeanette Peña _____

Christopher Reber, President, ex officio _____

Silvia Rodriguez _____

Harold Stahl _____

This meeting is called in conformance with the "Open Public Meetings Act." A notice of the meeting of the Board of Trustees was transmitted to all Board members; advertised in The Jersey Journal and The Star Ledger; filed with each office of the Hudson County Municipal Clerks; and posted on the Public Bulletin Boards of Hudson County Community College at 70 Sip Avenue, Jersey City, New Jersey, and at the North Hudson Campus, Union City, New Jersey, stating the date, time and place of said meeting.

MEETING INTRODUCTION

This meeting is called in conformance with the Open Public Meetings Act. Members of the public will now have an opportunity to address the Board of Trustees. Comments of each person will be limited to five minutes, including all responses. A member of the public may not provide any portion of his/her five-minute allotment to any other member of the public. Please be aware that the purpose of the public portion of the meeting is for the public to express any ideas, concerns or issues they may have concerning Hudson County Community College. Questions raised to the Board during the public comment period may be referred to the appropriate administrative person(s) at the College for response at a later time.

Any public comments made to the Board, which the Board considers obscene, harassing, or meant to incite, will be prevented by the Board. The person making these remarks may be required to relinquish the remaining time allotted to speak and will be asked to leave the Board of Trustees meeting. Public comments or questions are open to any matters over which the Board has purview and jurisdiction.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

January 17, 2023

III. COMMENTS FROM THE PUBLIC

If you are attending via Zoom Meeting Webinar and you wish to make comments, use the "Raise Hand" notification icon at the bottom of the screen. When you hear your name announced, you may address the Board. After the speaker's time ends, their microphone will be muted to allow others the opportunity to address the Board. Each virtual speaker will participate via audio-only.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

January 17, 2023

IV. CLOSED SESSION

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

January 17, 2023

V. REPORTS

1. *Student Government Association President's Report (S. Elwir)*
2. *All College Council Chair's Report (P. Cronrath)*
3. *President's Report (C. Reber)*
English as a Second Language Reform and Continuous Improvement
Dr. Darryl Jones, Vice President for Academic Affairs
Jed Palmer, Director of ESL and Academic Foundations English
Stephanie Calo, ESL Program Specialist

HUDSON COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

January 17, 2023

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETING

The Minutes of the Regular Meeting of November 22, 2022 are herewith submitted to the Board Trustees for approval. (Attachment A)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of November 22, 2022.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

Hudson County Community College has received the following grant:

TITLE: Federal Earmark Grant

AGENCY: U.S. Department of Education

PURPOSE OF GRANT: Technical enhancements to student learning, including equipment.

COLLEGE ADMINISTRATOR: Dr. Nicholas Chiaravalloti

COLLEGE CONTRIBUTION: \$0.00

AWARD AMOUNT: \$2.2 Million

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accept Item VI., Regular Monthly Reports and Recommendations 1 and 2.

INTRODUCED BY:

SECONDED BY:

DATE:

January 17, 2023

- Doria, Joseph*
- Gardner, Pamela*
- Gargiulo, Frank*
- Kenny, Roberta*
- Lee, Bakari*
- Peña, Jeanette*
- Rodriguez, Silvia*
- Stahl, Harold*
- Netchert, William, Chair*

_____ Aye _____ Nay

HUDSON COUNTY COMMUNITY COLLEGE

Reorganization Meeting and Regular Meeting – Board of Trustees
Tuesday, November 22, 2022
5:00 P.M., In-person and Via Zoom

Reorganization Meeting

MINUTES

PRESENT: *Joseph Doria; Pamela Gardner; Frank Gargiulo; Roberta Kenny; Bakari Lee (Vice Chair); Daniel Menendez (Student Alumni Representative); William Netchert (Chair); Jeanette Peña; Christopher Reber; Silvia Rodriguez; and Harold Stahl.*

Counsel to the Board: David Blank, Esq., for Scarinci and Hollenbeck

ABSENT: *Karen Fahrenholz (Secretary/Treasurer)*

I. CALL TO ORDER - FLAG SALUTE

Ia. SWEARING IN OF NEW ALUMNI REPRESENTATIVE TO THE BOARD OF TRUSTEES

New Student Alumni Representative, Daniel Menendez, was sworn in. He will serve until the next Reorganization Meeting on November 21, 2023.

II. ROLL CALL

III. CLOSED SESSION - None

III. ELECTION OF OFFICERS - CHAIR, VICE CHAIR, SECRETARY AND TREASURER

Chair - William Netchert

*Nominated by: Harold Stahl
Seconded by: Pamela Gardner*

Vice Chair - Bakari Lee

*Nominated by: Harold Stahl
Seconded by: Pamela Gardner*

Secretary/Treasurer - Karen Fahrenholz

*Nominated by: Harold Stahl
Seconded by: Pamela Gardner*

*Introduced by: Joseph Doria
Seconded by: Harold Stahl*

9 Ayes.....0 Nays *Resolution Adopted*

IV. ANNUAL SCHEDULE OF MEETINGS OF THE HUDSON COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES

LOCATION (In-Person and Via Zoom)

December	-	No Meeting
January 17, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ
February 21, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ
March 21, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ
April 11, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ
May 9, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ
June 13, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ
July	-	No Meeting
August 8, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ
September 12, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ
October 17, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ
November 21, 2023	-	Mary T. Norton Board Room, 4 th Floor, 70 Sip Avenue, Jersey City, NJ (Reorganization Meeting and Regular Monthly Meeting will be held on this date.)

Board Meetings begin at 5:00 p.m. and are held at the location listed above and via Zoom.

Introduced by: Jeanette Peña
Seconded by: Roberta Kenny

9 Ayes.....0 Nays

Resolution Adopted

V. APPOINTMENT OF COMMITTEES – Chairman Netchert named the following members to standing and ad hoc committees to the Board of Trustees for 2023.

Executive Committee

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

Academic and Student Affairs Committee

Pamela Gardner (Chair)
Frank Gargiulo
Roberta Kenny
Silvia Rodriguez
Daniel Menendez, Student Alumni Representative

Finance Committee

Bakari Lee (Chair)
Joseph Doria
Karen Fahrenholz
Jeanette Peña

Personnel Committee

Karen Fahrenholz (Chair)
Joseph Doria
Pamela Gardner
Harold Stahl

Capital Projects Advisory Committee

William Netchert (Chair)
Bakari Lee
Jeanette Peña
Harold Stahl

Foundation Liaison

Karen Fahrenholz

College Commencement Committee

Bakari Lee
Frank Gargiulo
Daniel Menendez, Student Alumni Representative

Ad Hoc Committees will be formed as needed.

VI. APPOINTMENT OF 2022-23 COUNSEL TO HUDSON COUNTY COMMUNITY COLLEGE

1. *Resolution authorizing the renewal of Real Estate Counsel Services for 2022-23 to Connell Foley LLP of Jersey City, New Jersey, was approved.*
2. *Resolution authorizing the renewal of General Legal Counsel Services for 2022-23 to Scarinci Hollenbeck, LLC of Little Falls, New Jersey, was approved.*
3. *Resolution authorizing a new contract for 2022-23 Redevelopment Legal Counsel Services to McManimon, Scotland & Baumann, LLC, was approved.*

VII. ADJOURN AND BEGIN REGULAR MEETING OF THE BOARD OF TRUSTEES

*Introduced by: Joseph Doria
Seconded by: Harold Stahl*

9 Ayes.....0 Nays

**Regular Meeting – Board of Trustees
Tuesday, November 22, 2022**

MINUTES

I. CALL TO ORDER - FLAG SALUTE

II. ROLL CALL

III. COMMENTS FROM THE PUBLIC - None

IV. CLOSED SESSION – None

V. REPORTS

1. Student Government Association President’s Report

Student Government Association President, Sally Elwir, offered the following report.

Hello, Trustees. I hope everyone is doing well.

Over the course of the last month, the Student Government Association (SGA) has been up to a lot!

We hosted “Tea with the Faculty and Staff,” and Professor Raffi Manjikian was our guest. Professor Manjikian is a huge supporter of SGA and even lent a helping hand promoting our events!

We hosted our first on-campus dance in over three years, the Halloween Dance, on October 28 at the Culinary Conference Center. There were food, games, a costume contest, music, and dancing. FLIK’s food was delicious, and the desserts were decorated with a Halloween theme! The event was a great success, with over 130 students attending. Students have asked for more events like these, which we look forward to hosting next semester.

On November 4, Student Life and Leadership, DEI Cultural Affairs, and SGA hosted the International Fashion Show organized by Paulina Sonza, Yasmeen Abdelaziz, and myself. In the show, 12 countries were presented, including the Philippines, Argentina, Jamaica, China, India, and Italy. Criminal Justice

Professor Jonathan Cabrera was the MC. We handed our guests gift bags and passport workbooks. They could perform a task for each country while looking at the great souvenirs the countries offer.

We have our last Town Hall Meeting of the semester on November 30 at the North Hudson Campus, where we will speak with students to update them on college matters. We will be hosting a Winter Fest on December 2 at the Journal Square Campus and December 7 at the North Hudson Campus. We will have snow globes, portraits, DIY scarves, blank ornaments to color, DIY hot cocoa pack, and an ugly sweater contest!

Ensuring that we keep the “government” in SGA and serving as the students’ voice, our executive board members have been actively serving on All College Council committees, Enrollment Management Council, Athletics Task Force, and the President’s Advisory Council on Diversity, Equity, and Inclusion.

We have reconvened meetings with SGAs from NJ Community Colleges and have met twice. We have heard about the great work other SGAs are doing and are inspired and motivated by their work. We have also had conversations on areas that impact all, such as how our SGA is structured, SGA elections, free sanitary products for students, campus-wide prayer spaces, and bringing back traditions and student involvement in a post-COVID world. We will meet once more before the end of the year and continue with meetings in the spring. We discussed plans to hold a state-wide training/conference for all NJ community colleges.

We continue to support our student-led clubs and honor societies and held our last Inter-Club Council meeting for the semester.

- The Latin Society hosted a Latin Heritage Fashion Show at the North Hudson Campus and a Paint Night. They created and displayed an Ofrenda Altar in recognition of Día De Los Muertos, remembering and celebrating loved ones who have passed.
- The Environmental Club has been volunteering to clean up the streets of Journal Square and will be moderating an upcoming STEM Faculty Panel.
- The Criminal Justice Club hosted a self-defense class and plans to visit the Eastern State Penitentiary next semester.
- The PACDEI Student Action Group, led by our Diversity, Equity and Inclusion Director, is advocating the addition of Eid as a holiday on the academic calendar, hosted a Meet and Greet event, and a self-defense class.
- Phi Theta Kappa President Ella Mukasa has done an outstanding job leading us to complete the College Project and HIA project. For the College Project, we worked with recruiters in visiting high schools to speak with the students and worked with Transfer Pathways in hosting transfer events. We had departments such as Advisement and Financial Aid give a presentation. We are completing the final touches of the project and are excited to turn it in! We held our fall induction several weeks ago, inducting over 50 members into the chapter.
- The Model UN is working hard preparing for its conference in Boston next semester with plans to go to the United Nations Headquarters in New York.
- The Psychology Club plans to host a Pysch Week with various events and games for our students.
- The ESL Club, along with the International Fashion show, sponsored members to attend a recent trip to the Museum of Natural History with Student Life and Leadership, and is recruiting members to increase membership.
- The HCCC Chapter of the National Society of Leadership and Success had a successful semester, welcoming 161 new members into the chapter and guiding over 80 students through the Path to

Induction, earning those students a Foundations of Leadership Certificate. Their members also attended the NSLS Leadership Summit held at Saint Peter's University this month.

- The Business and Accounting club, with our Director of Communications as Co-President, had a successful semester. They visited Bloomberg, Rutgers, and Wall Street. They brought in author Philp Hess to speak to students, and hosted two pizza parties at both campuses with a turnout of 50 students each! Next semester, they plan on hosting a Business Expo, bringing in those in the field to speak to students.

I look forward to answering any questions you may have and thank you all, and I hope to see you next semester.

Trustee Lee offered the following remarks.

That's a fantastic report. I've noticed that you've gotten more comfortable as you've been delivering these reports over the last few months, maybe over the course of the semester. You delivered in a professional, diligent, and excellent fashion, and I just wanted to recognize the amount of information you provided and how you provided it to us. Great job once again.

2. All College Council Chair's Report

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

Good evening, Trustees, President Reber, and the HCCC community,

At the November All College Council meeting, three main presentations took place. The first was by Dr. Heather Devries and John Scanlon, providing an update on Achieving the Dream Goals, of which HCCC is well on the way to accomplishing, if not surpassing the goals already.

The second presentation was by Dr. Lisa Dougherty on the changes to HCCC's Add/Drop Course procedures for students starting in spring 2023. In alignment with other NJ community colleges and best practices for student success, students will need permission to enroll in a class after a class meets for the first time.

The last presentation was by Dr. Nicholas Chiaravalloti, who provided an update on the Academic Tower progress and some thoughts on how to address parking issues in the future. The college community looks forward to seeing these plans come to fruition.

Committee Meeting Reports:

Academic Senate

Members finalized details and the implementation process for the Remote Class Modality Guidelines for students. A vote is planned on the Governance Recommendation for the spring semester. The Senate also continues to work on Remote Class Resource Guides for instructors.

College Life Committee

The Holiday Mixer is scheduled for Thursday, December 15, from 4:00 p.m. to 6:00 p.m. in the Culinary Arts Banquet Room.

The new Steps for Wellness program will be relaunched in the spring semester.

The Faculty/Staff Student Mentoring program is planned to launch in the spring semester.

Development and Planning Committee

Members continue to explore opportunities for fundraising. As a reminder, the HCCC Holiday Gala will be held on Thursday, December 8, at 6:00 p.m., and I hope everyone attends this fundraising event. Please also stop on the third floor for a glass of wine or beer served by your official bartender, yours truly.

Space and Facilities Committee

Members are working with the Technology committee to find more rooms for students to take remote proctoring exams.

PACDEI and the Space and Facilities committee will hold security and campus safety tips events this week.

Ilya Ashmyan provided updates on the work being done to address the mold issue at 119 Newkirk Avenue.

The new events management software will be utilized across the College in the near future to coordinate when events are held on campus.

Student Life Committee

On November 10, Thursday night football was broadcast in the Student Center for students including student Vets.

On Veterans day, students participated in a letter-writing campaign to Veterans, which the College mailed.

SGA Senators inquired about Halal options at Libby's. Options are being explored.

The College welcomed Generation Hope officers for a visit - Nicole Lynn Lewis, Founder & CEO, and Reginald Grant, Chief Operating Officer. The College is partnering with Generation Hope to assist student parents.

And the first parent forum was held on October 27 from 1:00 to 2:00 p.m. Two students shared their experiences with the audience.

Technology Committee

Members have compiled a list of rooms and technology for students to take online proctored exams. The list has been posted on the College's website under "What you will need to use Honorlock." The list includes information about locations, hours, and how to reserve a room. The rooms available for testing have a flyer on the door, which shows students how to make a reservation to take the online exams. The Library statistics show that ten students have already confirmed bookings for rooms to take online exams in the past three weeks.

As a result of students having problems resetting their HCCC passwords, ITS has assigned work-study students to staff the Student Center service desk to assist in resetting passwords for other students. In the event that no one is at the desk after regular business hours, the Office of ITS installed a kiosk to accept student requests for quicker turnaround on such requests.

This ends my report. Happy Thanksgiving, everyone. I am happy to answer any questions. Thank you for your attention.

3. President's Report

President Reber offered the following remarks.

Thank you, Mr. Chairman. Good evening, Trustees.

Peter and Sally, thank you for your reports and your leadership. There is so much happening at this college and in our governance system. Thank you for sharing highlights of what we have been doing this semester.

On behalf of our entire college community, it is a pleasure to welcome our 2023 Alumni Representative to the Board of Trustees, Daniel Menendez. Daniel graduated last May with an HCCC associate degree in chemistry. He is currently pursuing his bachelor's and master's degrees at Rutgers New Brunswick, after which he plans to enroll in medical school. Daniel's goal is to become a surgeon.

Daniel was a top student at HCCC and continues to excel in his studies and leadership activities at Rutgers. At HCCC, Daniel was a member of the Phi Theta Kappa Honor Society, Student Government Association, Honors Student Council, and other organizations and honor societies. He is currently president of his residential complex at Rutgers and will be a Resident Assistant next year.

Welcome, Daniel! We look forward to your service on the Board of Trustees this coming year. Would you like to offer brief remarks?

Daniel Menendez offered remarks.

I am very excited to be here and have this opportunity to learn from you and your experiences.

Chairman Netchert offered remarks.

On behalf of the entire Board of Trustees, we thank you because you take Hudson County Community College out there and show the world who we are.

Trustee Lee offered remarks.

In addition to you learning from us, the reason why you're here is so that we can learn from you. All of the things that we need to take into consideration from a student's perspective are what we need you for. Therefore, please don't hesitate to share your experience with us as much as you're looking for us to share our experience.

President Reber resumed his remarks.

Although she is unable to join us this evening, we thank the outgoing Alumni Representative, Jasmine Ngin. We have sent Jasmine a plaque as a memento and token of our appreciation for her service during the past year.

This evening, I have asked Dean of Business, Culinary Arts, and Hospitality Management, Dr. Ara Karakashian, and Assistant Professor and Coordinator of Business Programs, Elana Winslow, to speak about new and growing activities and partnerships in our Business programs, including groundbreaking new programs related to the cannabis industry.

Thanks so much for joining us, Ara and Elana.

Dr. Karakashian offered opening remarks and presented [Business, Accounting, and Cannabis Updates](#).

Good evening, Trustees, President Reber, and the HCCC community. We appreciate the opportunity to present our current activities and initiatives for Business, Accounting, and Cannabis studies. My name is Dr. Ara Karakashian, Dean of Business, Culinary Arts, and Hospitality Management, and Assistant Professor and Coordinator of Business Elana Winslow joins me.

Before we begin discussing our latest developments in Business, Accounting, and Cannabis Studies, I will review our current curricular offerings while shedding light on program developments.

Currently, our catalog include these programs:

- AS, Business Administration

- AA, Liberal Arts, Business
- AS, Accounting, Certificated Accounting
- AS, Business Administration Cannabis Studies.

Looking ahead, we are planning an AS in Business Administration, Finance Option, with the guidance and direction of Saint Peter's University, and an AS in Supply Chain Management.

The specific disciplines in Business, Culinary, and Hospitality (BCH) related to business and accounting are Accounting, Business, Global Business, Business Law, Business Internship for credit, Macroeconomics, Microeconomics, Management, Marketing, Supply Chain Management, and Cannabis Studies. We offer these curricula during the day, in the afternoon, at night, in person, online, hybrid, ITV, and remotely. They can be taken at Journal Square, North Hudson, and the Secaucus Center. We offer the courses in three different durations: seven weeks, twelve weeks, and fifteen weeks.

We offer articulations for Business Administration and/or Accounting with four-year higher education institutions. Professor Winslow and I met with representatives including their President and toured the Lodi campus of Felician University. This meeting and subsequent conversations helped create another affordable opportunity for our students. Tonight, you will act upon an agreement for two separate majors and their articulation to Felician: Business Administration, and Accounting. Students will ultimately have the opportunity to earn their MBA seamlessly. I invite Professor Elana Winslow to describe the exciting events and opportunities involving our BCH students.

Professor Winslow offered remarks.

Hello, everyone. We have some exciting opportunities in our pipeline. We are working with Rutgers Business School to articulate our fully online AS in Business Administration to their fully online BS in Marketing, an excellent opportunity for those students who would benefit from the accessibility of a fully online degree option. We are developing an AS degree in Supply Chain Management as the lead college in the Non-credit alignment lab for Supply Chain in NJ, with a projected launch of fall 2023. We are also working on an AS Business Administration degree, with a finance option, with our partner Saint Peter's University. This curriculum will broaden the use of our Bloomberg Finance Lab. We anticipate a lot of excitement about these degree options.

In BCH, we plan, host, and coordinate many special events for students and faculty. We hosted a speaking panel open to the college community with our alums who work in various functional business areas, including accounting, supply chain, and business consulting.

We hosted various guest speakers, including executives and alumni from Salesforce, Webster Bank, Deloitte, Icon Realty, Gray Matters Concepts, HCCC, and more in the fields of supply chain, accounting, finance, marketing, and human resources. We also hosted a Business Speaker series.

Our faculty is doing amazing, special, and unique things in their classrooms. We wanted to bring everyone together to inspire and learn from each other, so we developed our Business Best Practices Forum. Our first event was held in the spring and was geared toward "Remote Teaching and/or Technology in the Classroom". Our second recent event in the fall was in the area of DEI efforts: "Engaging Diverse Students/Diverse Levels of Instruction." We received positive feedback on these forums, and other Academic Divisions are planning their own versions.

Other special events and initiatives include our partnership with Mission 50. We have onsite classroom visits from Rutgers Business School, Saint Peter's, and NJIT. We have interdepartmental collaborations with various partners here within the College, including PACDEI. We host an Implicit Bias Student Classroom Workshop, the HCCC Career Closet, and we bring guest speakers from our Human Resources department. We partner with organizations like Year Up, Hudson County Economics Development Corporation, and our HCCC Employer Advisory Board.

We will submit an application for recognition in *INSIGHT Into Diversity's* 2023 "Inspiring Programs in Business Award." Also, Professors Carrie Xiao and Lester McRae will be hosting a CPA Career Awareness event to provide insight into accounting careers. We have been actively competing in NJC4, which NJCU hosted. We will now work to create internal competition.

The BCH Advisory Board started under the vision of Associate Dean Paul Dillon over sixteen years ago and is continued under our current leadership. The Multidisciplinary Advisory Board meets twice per academic year, comprised of current HCCC employees, retirees, students, alums, and individuals from the community, both from academia and industry. Our representatives come from various functional fields such as Business, Accounting, Culinary, Baking, Hospitality, Finance, Consumer Products, and Supply Chain. The latest BCH Advisory Board Meeting was a college-wide meeting including all Academic Divisions.

We are very proud of our active and robust Business and Accounting Club. In addition to a very active social media and in-person presence, there have been so many great initiatives that they have worked on. The club is comprised of members, an executive board, as well as special committees for both marketing and events. While under the advisement of Professors Daughtry and McRae, the BAC has been offering robust programming for students.

I will now pass the presentation back to Dr. Karakashian.

Dr. Karakashian resumed his remarks.

Our next topic of discussion is of great interest because it's new for Hudson County Community College within the last year, cannabis studies.

Our work supports the College's mission by providing students with educational opportunities to prepare them for employment in the newly emergent cannabis industry. We are actively serving the local HCCC community with life-changing educational opportunities. Forbes Magazine reports that more than 100,000 cannabis jobs were created in 2021, a 33% increase from the prior year. 2021 was the fifth consecutive year in which the cannabis industry had an annual job growth rate of 27% or higher. There is a rise in the acceptance of the legal use of cannabis in the United States, particularly in New Jersey. We have the legal and taxable sale of cannabis and cannabis-related products. However, possession and use are still considered illegal at the federal level.

There are some notable non-credit (and for-profit) cannabis programs in NJ. However, we decided to participate in workforce development initiatives and create our own proprietary coursework within the BCH division. This allows us to tailor the curriculum in our best interests.

Before I describe our progress with the cannabis curricula in the BCH division, I'd like to describe the College's work within Continuing Education and Workforce Development (CEWD). CEWD is the onramp for students who are interested in credit-worthy coursework within our catalog, but do not initially feel the need to matriculate as a certificate or degree-earning student. Each student has unique needs and wants, and we are trying to cater to those who have a curiosity all the way to those who are interested in a career in cannabis.

Lori Margolin and Chastity Farrell have put together a sampling of cannabis programming and special events in recent months, enticing student interest and providing foundational knowledge in cannabis studies. Cannademix is a company of cannabis professionals established for the sole purpose of disseminating truthful and accurate information to the community. CEWD also provided its initial workshop, featuring Jessica Gonzalez, Esq, cannabis and intellectual property attorney with Hiller, PC, in New York City. Jessica is not only a Jersey City native, but her mother earned her degree from HCCC.

There are some other upcoming courses for CEWD including Online/Remote Hybrid, and self-paced modalities, where instructors meet with students for at least one hour a week. Some courses are offered in

two days, some last up to six weeks. NJ Cannabis Licensing Workshop, Cannabis Industry Weekend Webinar, Cannabis Retail License Program, Where Do I Fit Into the Cannabis Industry?, and Cannabis for Health & Wellness are offered.

Cannabis programs provide those looking to enter the NJ cannabis industry with the necessary education on what it takes to work in and operate state-licensed cannabis establishments. These programs are unique, as students learn directly from various operators working in the cannabis industry, who provide valuable insight, answer questions, and guide students along their journeys.

The courses are designed to encourage and build community, provide opportunities for students to grow their network through guest speakers, mentoring, live discussions, and interactive online groups.

There are academic credentials offered in the BCH Division. The AS degree in Business Administration Cannabis Studies is available for students with no prior degree or experience with cannabis studies and can be completed in four semesters. A certificate in Cannabis Business Management offering 33 credits to students with a prior degree can be completed in two semesters. Another certificate in Cannabis Business Agent of 12 credits for entry-level employment in a front-line or warehouse position can be completed in one semester.

There are four specific cannabis-related courses. We have Cannabis Compliance, which discusses the application process, the laws and legislation regarding cannabis in New Jersey and nationally, and compliance. This program offers students who are attempting to work in a cannabis setting the proper use of seed to sales and software use. If you're unaware, every cannabis plant is tracked from seed until it's processed and sold in a retail setting. For example, on the back of a candy bar, it will show the cannabis was made in Montreal, Canada. You can find the product origin just as you can with other food items.

The second course is Justice in Cannabis, which discusses the history of cannabis and the advocacy for the re-legalization. It includes a student project in which the students present a case for opening a dispensary in their neighborhood.

The third course is Cannabis Health and Safety, which encompasses two separate certifications. One is OSHA 30, and the other is ServSafe Manager Certification, which is currently a requirement for every food service operation in the State of New Jersey. With the rise of edibles, this will be a requirement down the road.

Lastly, we offer the course Cannasseur Level One, which involves service. This will also involve a sampling of terpenes.

Our graduates will qualify for positions based on their credentials: inventory associate, quality assurance technician, cultivation employee, manufacturing technician, retail associate, and cannasseur.

Tonight, you will review and approve three separate memoranda of understanding related to cannabis. Most of our notable collaborations have roots at HCCC. First, there is the Medicine Woman, whom you know as Ice-T. He spoke at the College in 2007. The second is Seraph & Sons, Elizabeth Sarofiem's mother and siblings, who graduated from HCCC. Last, there is the Golden Door Dispensary, owned by Brett D'Alessandro, the founder of Backpacks for Life, who created Roger, a database of services for NJ Veterans.

These three specific cannabis retail operators have agreed to provide internship, externship, and employment opportunities; workshops, training programs, and special events; scholarships; participation on the HCCC Cannabis Advisory Board; and joint promotion of each organization.

Our planned collaborations with four-year institutions are exciting, as there are currently no articulations for cannabis studies between a community college and a four-year institution. HCCC has the opportunity to be the first in our region for this type of agreement, maybe even the first of its kind in the entire United States.

The Cannabis Advisory Board of HCCC met for the first time on November 7. Participants included Aida Sanchez, who provided the initial inspiration for the cannabis curriculum at HCCC; Edmund Deveaux, President of the NJ Cannabis Association; Fruquan Mouzon, Esq, who was on the front lines of cannabis legalization in Trenton; Floyd Jeter, director of Jersey City's Office of Diversity and Inclusion; Robert Mejia, Adjunct Instructor for Cannabis Studies at Stockton University; along with President Reber and other internal and external cannabis partners. The meeting concluded with a demonstration of CBD-infused Short Bread Cookies, which BCH Adjunct Faculty member, Chef Matt Siciliano, prepared.

This past June, Dr. Peter Cronrath and I attended the Cannabis World Congress and Business Exposition in New York City. We joined institutions of higher education representing their cannabis curriculum, including Cornell University, Stockton University, LIM College, SUNY, CUNY, and others. With the support of the administration, we are purchasing a booth at the June 2023 Expo. I am honored to say that Hudson County Community College belongs next to these institutions. We will feature both Continuing Education and BCH programs during the three-day expo. We have purchased the ability to place literature in all attendees' bags.

We plan to explore the lab and lecture-based courses in Culinary Arts, Baking and Pastry, Hospitality Management, Biology, Chemistry, and Nursing. We can have hemp, terpenes, and some forms of CBD on campus, but we cannot have cannabis plants, leaves, and THC-carrying substances. Therefore, please stay tuned for a "cooking and baking with cannabis" elective in 2023 at the Culinary Arts Institute.

Our full-time and adjunct faculty are hard at work preparing for the 25th annual Foundation Holiday Gala. Our BCH faculty, division-wide, are volunteering their time with preparations leading up to and including the event. I want to thank them and encourage everyone to support this year's Holiday Gala. Thank you.

President Reber resumed his remarks.

Thank you, Professor Winslow and Dean Karakashian. This is cutting-edge work. We are the only community college in New Jersey to be developing our own curriculum instead of contracting with proprietary organizations that offer their curricula. It's all about providing employment opportunities — in service to our mission — for traditionally underrepresented groups and marginalized communities who don't usually have the opportunity to compete in this emerging industry. I want to thank Chairman Netchert, because he originally introduced me to Aida Sanchez, whom Ara mentioned. She's been an excellent partner and has brought us consultants who have helped us develop the curricula.

Trustee Lee asked a question.

What is the forecast with respect to a change in Federal legislation?

Dr. Ara Karakashian responded.

That's a great question. I believe as more and more states legalize cannabis every November, jumping on to the bandwagon, so to speak, this should happen in three to five years, maybe sooner.

President Reber resumed his remarks.

We've been working with Ellucian and their President and CEO, Laura Ipsen. She was on campus with some of her executives last summer. We gave her a tour of the Culinary Conference Center and other buildings, and she was impressed.

Last week she contacted me to put me in touch with the President of the New York Stock Exchange, Lynn Martin. President Ipsen had told Ms. Martin about our Bloomberg Finance Lab and how impressed she was with Hudson County Community College. After the first of the year, President Martin has invited me to bring a group of students for a personal tour of the New York Stock Exchange.

Thanks so much, Dean Karakashian and Professor Winslow. We greatly appreciate your leadership for the continued growth and development of our stellar Business and related programs!

We all are looking forward to the College's 25th Anniversary Holiday Gala.

This year's Gala theme is "Investing in Student Success." The Gala will take place on Thursday, December 8 at 6:00 p.m. in the Culinary Conference Center. Proceeds from the celebration will fund scholarships for deserving students.

We look forward to honoring Laura Ipsen, President and CEO of Ellucian, who will announce a \$50,000 corporate gift to our new Hudson Scholars Program Endowment. At the Gala, we will honor a growing number of donors making endowment gifts to the College.

In addition to showcasing and celebrating our award-winning Culinary Arts program and our inspirational students, faculty, and staff, this year's Gala will feature art from our nationally distinctive Foundation Art Collection that now includes over 2,000 original works displayed in all College buildings. We thank Vice President Nicole Johnson and her staff; our Foundation Directors; Dean Ara Karakashian and his colleagues and students; Foundation Art Curator Dr. Andrea Siegel – and so many others – for their leadership and stewardship of this year's 25th Anniversary Holiday Gala.

Trustees, this concludes my report.

I would be happy to entertain any questions or comments you might have, and Ara and Elana would also be happy to answer any questions.

Have a safe and enjoyable Thanksgiving holiday, everyone!

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS:

1. *The Minutes of the Regular Meeting of October 11, 2022, were approved.*
2. *Gifts, Grants, and Contracts Report – No Report*

Introduced by: Bakari Lee
Seconded by: Harold Stahl

9 Ayes.....0 Nays

Resolutions Adopted

VIII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-22:

1. Resolution Authorizing Technical Operations and Project Management Support Services, to be funded from the operating budget at hourly rates from \$120 to \$230, was approved.
2. Resolution Authorizing Purchase of Employee Recruitment and Applicant Tracking System, to be funded from the operating budget at a total cost not to exceed \$52,000, was approved.
3. Resolution Authorizing Scan and Shred Services, to be funded from the operating budget at a cost not to exceed \$116,411, was approved.
4. Resolution Authorizing Renewal of WebEx License, to be funded from the operating budget at a cost not to exceed \$44,352, was approved.
5. Resolution Authorizing Chiller Upgrades, to be funded from the operating budget at a cost not to exceed \$36,980, was approved.

6. Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center, to be funded from the operating budget at a cost not to exceed \$85,000, was approved.
7. Resolution Authorizing Purchase of Seafood Products for Culinary Conference Center, to be funded from the operating budget at a cost not to exceed \$75,000, was approved.
8. Resolution Awarding Purchase of Dairy Products for Culinary Conference Center, to be funded from the operating budget at a cost not to exceed \$65,000, was approved.
9. Resolution Authorizing Purchase of Meat Products for Culinary Conference Center, to be funded from the operating budget at a cost not to exceed \$65,000, was approved.
10. Resolution Authorizing Construction of the North Hudson Campus Café, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$848,220, was approved.
11. Resolution Authorizing Purchase of Food Service Equipment for the North Hudson Campus Café Project, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$232,613, was approved.
12. Resolution Authorizing Purchase of Furniture for Redesigned Terraces, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$127,143, was approved.
13. Resolution Authorizing Server Colocation Cloud Storage Services, to be funded by the American Rescue Plan (ARP) Grant at a total cost of \$390,300, was approved.
14. Resolution Authorizing Purchase and Installation of ITV Equipment, to be funded by the Federal Earmark Grant at a cost not to exceed \$618,083, was approved.
15. Resolution Authorizing Purchase of Apple Computers for the Social Science Department, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$113,715, was approved.
16. Resolution Authorizing Purchase of Cinema Cameras and Peripherals for the Fine Arts Department, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$45,062, was approved.
17. Resolution Authorizing Renewal of Bloomberg Terminal Software, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$100,000, was approved.
18. Resolution Authorizing Purchase of SimMan Patient Simulator Nursing Mannequin, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$42,639, was approved.
19. Resolution Authorizing Purchase of SimMan Patient Simulator Software, to be funded by the Carl D. Perkins Grant at a cost not to exceed \$79,294, was approved.
20. Resolution Authorizing Sponsorship of Annual Foundation Dinner, to be funded from the operating budget at a total cost not to exceed \$26,000, was approved.
21. Resolution Authorizing Approval of the 2022 Audit was passed.
22. Resolution Authorizing Sale of Personal Property, at the estimated fair market value of less than \$25,000, was approved.

Introduced by: Bakari Lee
Seconded by: Joseph Doria

9 Ayes.....0 Nays

Resolutions Adopted

VIII. PERSONNEL RECOMMENDATIONS 1-9:

1. RETIREMENT

First Name	Last Name	Title	Effective Date
Dorothea	Graham-King	Administrative Assistant, Institutional Research and Planning	February 1, 2023

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Retirement above as Personnel Recommendation Item No. 1.*

2. RESIGNATIONS

First Name	Last Name	Title	Effective Date
Aria	Ansari	Coordinator, Instructional Technology and Testing	October 12, 2022
Natalia	Da Silva	Development Coordinator	November 11, 2022
Kyara	Martin	EOF Counselor	October 31, 2022
Curtis	Mincey Jr.	Financial Counselor, Gateway to Innovation Program (Grant-funded; Temporary Full-time)	October 15, 2022
Priyanka	Naik	Administrative Support Specialist	November 25, 2022
Ilyana	Vialva	Job Developer, Career Advance USA (Grant-funded)	November 11, 2022

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Resignations above as Personnel Recommendation Item No. 2.*

3. APPOINTMENT OF FACULTY

First Name	Last Name	Title	Effective Date	Anticipated End Date	Annual Salary
Gabriel	Holder	Instructor, Medical Billing and Coding Certificate Program (Tenure-track)	January 15, 2023	N/A	\$ 61,667.55

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Faculty above as Personnel Recommendation Item No. 3.*

4. APPOINTMENT OF STAFF

First Name	Last Name	Title	Effective Date	Anticipated End Date (if applicable)	Annual Salary
Dan	Brookes	Business Developer, Gateway to Innovation Program (Grant-funded)	December 1, 2022	November 30, 2023	\$ 69,628.00
Brianna	Casagrande	Academic Counselor (Grant-funded)	November 23, 2022	N/A	\$ 49,440.00
Patricia	Clay	Associate Vice President, Chief Information Officer	January 1, 2023	N/A	\$148,000.00
Carlos	Dunn-Fernandez	Coordinator, Academic Support Services	November 23, 2022	N/A	\$ 50,939.12
Sean	Kerwick	Associate Director, Supply Chain and Logistics, Center for Workforce Innovation (Grant-funded)	January 1, 2023	June 30, 2023	\$ 77,437.00
Mary	Long	Program Coordinator for Holistic Supports (Grant-funded)	November 23, 2022	N/A	\$ 46,096.00
Victor	Moruzzi	Instructional Designer	January 3, 2023	N/A	\$ 78,000.00
Maritza	Reyes	Associate Director, Center for Adult Transition (Grant-funded)	November 28, 2022	June 30, 2023	\$ 75,000.00
Rodrigo	Romea	Coordinator, STEM and Business Tutorial Center	November 23, 2022	N/A	\$ 46,096.00

Maria Lita	Sarmiento	Alumni Manager, Gateway to Innovation Program (Grant-funded)	December 1, 2022	November 30, 2023	\$ 56,086.00
Bernadette	So	Dean of Student Success	January 17, 2023	N/A	\$ 115,000.00

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Staff above as Personnel Recommendation Item No. 4.*

5. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Effective Date	Anticipated End Date	Annual Salary
Domonique	Callens	Administrative Support Specialist	November 23, 2022	June 30, 2023	\$ 38,000.00
Ronny	Canales	Administrative Support Specialist	January 1, 2023	June 30, 2023	\$ 38,000.00
Haide	Contla	Program Assistant, Secaucus Center	January 1, 2023	June 30, 2023	\$ 41,200.00
Jessica	Cortez	Academic Advisor	November 23, 2023	June 30, 2023	\$ 46,096.00
Kristofer	Fontanez	Interim Manager of Web and Portal Services	December 1, 2022	June 30, 2023	\$ 53,955.00
Leslie	Soriano	Administrative Assistant	December 16, 2022	June 30, 2023	\$ 43,901.00

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Staff above as Personnel Recommendation Item No. 5.*

6. AUTHORIZATION OF PART-TIME STAFF THROUGH NOVEMBER 2023, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Dayanira	Flores	Accessibility Services	Notetaker/ Reader	READER	Karine Davis/ Jacqueline Safont
Aisha	Javed	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis/ Jacqueline Safont
Fatima	Javed	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis/ Jacqueline Safont
Asia	Abazeid	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Marystella	Ahmed	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Lisa	Bellan-Boyer	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Rushi	Bhatt	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Marta	Bialkowski	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Phill	Carrillo	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Rose	Dalton	ADJ Academic Support Services Department	PT Head Academic Mentor	MENTOR-252010	Kenny Fabara
Anthony	Davenport	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Natasha	Digenio	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Dalila	Djerroud	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Tahar	Dob	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Carlos	Dunn-Fernandez	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Carlo-Angelo	Gochuico	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Matthew	Gomez	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara

Mayra	Gomez	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Ernesto	Grassi	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Rose	Grimaldi	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Sarra	Hayoune	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Madelyn	Hoffman	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Athar	Javaid	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Ayesha	Kashif Ahmad	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Liliana	Macavilca	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Gustavo	Maia de Amorim	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Reda	Mastouri	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Mark	McCarthy	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Daniel	Mendez	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Olivia	Na	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Keith	Olkewicz	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Montaha	Osman	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Rafael	Osorio	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Dimarie	Pagan	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Saedel	Pensoy	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Angline	Plummer	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Laura	Robertson	ADJ Academic Support Services Department	PT Teaching Assistant	TEACHING ASSISTANT- 252010	Kenny Fabara
James	Ryan	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Heba	Salem	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Selena	Suarez	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Sandra	Valanzola	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Isabelita	Zulueta	ADJ Academic Support Services Department	PT Tutor	TUTOR- 252010	Kenny Fabara
Jennifer	Ramirez	Bursar	Accounts Receivable Clerk	253015	Leslie Lang
Frank	Pascale	Business, Culinary Arts, and Hospitality Management	PT Additional Assignment	PTAACAI-101030	Ara Karakashian
Tonja	Webb	Business, Culinary Arts, and Hospitality Management	PT Additional Assignment	PTAACAI-101030	Ara Karakashian
Perla	De Aza Paniagua	CASS	Office Assistant	OFFAST-200510	Gretchen Schulthes
Lewis	Livesay	CASS	Advisor	ADVISOR-200510	Gretchen Schulthes

Natalia	Salazar	CASS	Office Assistant	OFFAST-200510	Gretchen Schulthes
Kamelyn	Santos	CASS	Advisor	ADVISOR-200510	Jenny Henriquez
Reda	Agourram	College Libraries	PT Library Associate-Technology	PTLRTEC-150510	Jing Yang
Suaad Susannah	Aziz	College Libraries	PT Librarian	PTLRN-150510	Alexandra Plante
Jamary	Bobe	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Marjorie	De La Rosa	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Sohir	Elegibly	College Libraries	PT Library Associate	PTLRASO-150510	Mary Ellen Piel
Justin	Epps	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Melissa	Franco	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Martha	Gawchik	College Libraries	PT Librarian	PTLRN-150510	Alexandra Plante
Shila	Gonsalves	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Sara	Haizoun	College Libraries	Library Associate	PTLRASO-150510	Michelle DeLaFleur
Anne	Hutchinson	College Libraries	PT Librarian	PTLRN-150510	Alexandra Plante
Manuel	Lendorf	College Libraries	PT Library Associate	PTLRTEC-150510	Jing Yang
Mike	Luna	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Jeanette	Nelson	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Hussein	Odeh	College Libraries	PT Librarian	PTLRN-150510	Alexandra Plante
Robert	Richard	College Libraries	PT Library Associate-Technology	PTLRTEC-150510	Jing Yang
Kimberly	Romulus	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Krishna	Sahadeo	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Vanessa	Soto	College Libraries	PT Librarian	PTLRN-150510	Alexandra Plante
Angelita	Tubungbanua	College Libraries	PT Library Associate	PTLRASO-150510	Michelle DeLaFleur
Julieta	Veiga Da Souza	Communications	Office Assistant	OFFAST-254055	Jennifer Christopher
Marwa	Abdelaziz	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Oscar	Alvarez	Continuing Education and Workforce Development	PT Instructor	PTINST-102010 and 103005	Chastity Farrell/ Catherina Mirasol
Emmanuel	Ankrah	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Emily	Arowosaye	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Onur	Atar	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Hussein	Bakheet	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Tatiana	Balladares	Continuing Education and Workforce Development	PT Customer Service	CSTAST-102010	Chastity Farrell
Monteria	Bass	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Nicole	Behman	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell

Alison	Blumenfeld	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Adefolarin	Bolaji	Continuing Education and Workforce Development	PT Instructor	PTINST-103005 and 606001	Catherina Mirasol
Cynthia	Carrero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-601515 and 103005	Anita Belle/ Samaya Yashayeva
Yusuf	Dag	Continuing Education and Workforce Development	PT Instructor	PTINST-103005 and 603084	Catherina Mirasol
Omnia	Daoud	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Cherise	Dawson	Continuing Education and Workforce Development	PT Instructor and PT Healthcare Instructor	PTINST-102010 and HCINST-103005	Chastity Farrell/ Samaya Yashayeva
Belen	Deri	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Abdoulaye	Diallo	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Carmen	Diaz	Continuing Education and Workforce Development	PT Instructor and PT Healthcare Instructor	PTINST-102010 and HCINST-103005	Chastity Farrell/ Samaya Yashayeva
Robert	Dowd	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Mohamed	Elagib	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Ozden	Ernalbant	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Edna	Fameux	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Ernest	Fiabu	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-601515 and HCINST-103005	Anita Belle/ Samaya Yashayeva
Beverly	Figueroa	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Herbert	Forsberg III	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Arlene	Ganess	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Jessica	Gonzalez	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Patricia	Gonzalez Feliz	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Carmen	Guerra	Continuing Education and Workforce Development	PT Coordinator	PTCORD-102010	Chastity Farrell
Mohamed	Helmy	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Ronald	Hewitt	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Jaisha	Imran	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Sheila	James	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Hydah	Kilonzo	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Johnstone	Libutsi	Continuing Education and Workforce Development	PT Instructor	PTINST-102010 and HCINST-103005	Chastity Farrell/ Samaya Yashayeva
Rolando	Lugo	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Andrew	Meehan	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell

Melissa	Moliner	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Jose	Montalvo	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Cynthia	Morrison	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Mandanna	Naleyanda	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Abiodun	Oladeji	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Laverne	Ploom	Continuing Education and Workforce Development	PT Instructor	PTINST-102010 and HCINST-103005	Chastity Farrell/ Samaya Yashayeva
Lori	Radcliffe	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-601515 and HCINST-103005	Anita Belle/ Samaya Yashayeva
Qamar	Raza	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Eileen	Ressler	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Indra	Sanders	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Mohamed	Sarrouti	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Gregory	Simon	Continuing Education and Workforce Development	PT Instructor	PTINST-102010 and PTINST-103005	Chastity Farrell/ Catherina Mirasol
Angelo	Soto	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Keith	Stith	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Djadjj	Sylla-Samassa	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
George	Testa	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Adrian	Toro	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Artur	Ujazdowski	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Sarah	Ulloa	Continuing Education and Workforce Development	PT Customer Service	CSTAST-102010	Chastity Farrell
Bessa	Wahba	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Kieyeitha	Ward	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-601515	Anita Belle
Krista	Welz	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Cynthia	Wilson	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Hany	Zaky	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Maria	Zaman	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Megha	Sanghavi	Controller's Office/ Accounts Payable	Administrative Assistant	OFFAST-253015	Suhani Aggarwal
Michelle	Cruz	Controller's Office/ Payroll	Office Assistant	OFFAST-253015	Zuany Chicas
Tiffany	Marzano	Controller's Office/ Payroll	Office Assistant	OFFAST-253015	Zuany Chicas
Athena	Brown	Culinary Arts	Receiving Clerk	RECLERK-101030	Ara Karakashian

Anuchit	Pukdeedamrongrit	Culinary Arts	Additional Assignment	PTAACAI-101030	Ara Karakashian
Rafaela	Rodriguez	Culinary Arts	Receiving Clerk	RECLERK-101030	Ara Karakashian
Yasmeen	Abdelaziz	Cultural Affairs	Cultural Affairs Program Assistant	PTPRGA-255011	Michelle Vitale
Salma	Abdelwahed	Cultural Affairs	Gallery Educator	GALEDU-255011	Michelle Vitale
Darius	Gilmore	Development	Office Assistant	PTOFAS-255010	Mirta Sanchez
Andrea	Siegel	Development	Art Coordinator	PTACORD-255010	Mirta Sanchez
Jacqueline	Garcia	Early College Programs	Office Assistant	252032	Hope Guirantes
Richard	Charles	Enrollment Services	Enrollment Support Assistant	200525	Wajia Zahur
Alisha	Lambert	Enrollment Services	Enrollment Support Assistant	200525	Wajia Zahur
Rossella	Lopez	Enrollment Services	Enrollment Support Assistant	200525	Wajia Zahur
Betsaida	Rosario	Enrollment Services	Enrollment Support Assistant-CCOG	200525	Wajia Zahur
Leymi	Abreu	ESL	Office Assistant	OFFAST-101035	Jed Palmer
Marta	Bialkowski	ESL	PT Tutor	PTTUT-601011	Stephanie Calo
Luisa	Carranza	ESL	Office Assistant	OFFAST-101035	Jed Palmer
Devante	Charles	ESL	PT Academic Coach	ACDCOH-601011	Stephanie Calo
Omnia	Daoud	ESL	Lab Assistant/ ERC	601012	Stephanie Calo
Armilla	Fabian	ESL	Academic Coach	ACDCOH-601011	Stephanie Calo
Christopher	Gabriel	ESL	PT Tutor	PTTUT-601011	Stephanie Calo
Matthew	Gomez	ESL	PT Tutor	PTTUT-601012	Stephanie Calo
Diego	Gonzalez	ESL	PT Assistant	OFFAST-101040	Jed Palmer
Scott	Gutterman	ESL	Academic Coach	601011	Stephanie Calo
Casey	Healey	ESL	Academic Coach	ACDCOH-601011	Stephanie Calo
Donnavon P.	Heggs	ESL	Academic Coach	ACDCOH-601011	Stephanie Calo
Melissa	Ip	ESL	PT Tutor	PTTUT-601011	Stephanie Calo
Athar	Javaid	ESL	PT Tutor	PTTUT-601011	Stephanie Calo
Victoria	Migochi	ESL	PT Tutor	PTTUT-601011	Stephanie Calo
Christine	Olukere	ESL	Academic Coach	ACDCOH-601011	Stephanie Calo
Daoud	Omina	ESL	PT Tutor	PTTUT-601012	Stephanie Calo
Montaha	Osman	ESL	PT Tutor	601012	Stephanie Calo
Janna	Roberts- Gervais	ESL	PT Tutor	PTTUT-601012	Stephanie Calo
Sarah	Yagoubi	ESL	PT Tutor	PTTUT-601012	Stephanie Calo
Dauri	Abad Ramirez	Facilities	Facilities Worker	PTFWK-300510	Mark Murray
Aries	Gomes	Facilities	Facilities Worker	PTFWK-300510	Mark Murray
Apolinar	Velez	Facilities	Facilities Worker	PTFWK-300510	Mark Murray
Natalie	Mejia	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Stephanie	Pina	Human Resources	Office Assistant	OFFAST-253020	Carmen McGuire
Anthony	Jenkins	Humanities and Social Sciences	Instructor - CADC Test Prep	601021	Denise Rossilli
Abanob	Basta	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Christian	Dominguez	Information Technology Services	PT PC Technician	PTTECH-253025	Kenneth Melewski
Rutvik	Patel	Information Technology Services	Evening Weekend Support	PTEWSUP-601510	Diana Perez

Mansi	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Dhyey	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Darshika	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Jeet	Patel	Information Technology Services	PT Network Technician	253025	Hardik Sanghavi
Margie	Tabora	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Reynel	Zamora	Information Technology Services	PT PC Technician	PTTECH-253025	Kenneth Melewski
Ana	Reyes	Mail Room and Copy Center	Customer Service Assistant	253035	Frederick Medina
Leslie	Armengolt	Nursing and Health Sciences	Office Assistant	OFFAST-101016	Maritess Wiggins/ Catherine Sirangelo
Carol	Fasano	Nursing and Health Sciences	Skills Lab Assistant	101017	Catherine Sirangelo
Moroni	Fernandez Cajavilca	Nursing and Health Sciences	Skills Lab Assistant	101017	Carl Fasano
Tayyaba	Hafeez	Nursing and Health Sciences	Office Assistant	OFFAST-101016	Maritess Wiggins/ Catherine Sirangelo
Daniel	Chasse	STEM	Office Assistant	OFFAST-603002	Azhar Mahmood
Jasmine	Ngin	STEM	Office Assistant	OFFAST-603002	Azhar Mahmood
Matari	Mohammad	STEM/ Health Science and Technology	Lab Assistant	LABAST-101015	Burl Yearwood
Natalie	Betancourt	Student Activities	PT Events Assistant	PTEVAST-701000	Veronica Gerosimo
Joaziris	Polanco	Student Activities	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Mona	Mokdessi	Testing and Assessment	Testing Assistant/ Proctor	200530	Darlery Franco

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-Time Staff listed above, as needed, as Personnel Recommendation Item No 6.*

7. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	Department
Michael	Burbella	Business, Culinary Arts, and Hospitality Management
Tara	Glick	Business, Culinary Arts, and Hospitality Management
Sa-Qwona	Clark	Humanities and Social Sciences
Michele	Lawrey	Humanities and Social Sciences
Asiah	Jalo	Nursing and Health Sciences
Ali	Saleh	Nursing and Health Sciences
Rabab	Afreen	STEM

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of New Hire Adjunct Instructors listed above as Personnel Recommendation Item No 7.*

8. MODIFICATIONS TO STAFFING TABLE

Current Approved Title	New Title	Incumbent (If applicable)	Salary Grade and Salary Adjustment (If applicable)	Effective Date
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N/A	Instructional Technologist, Center for Online Learning	N/A	Salary Grade 114	November 23, 2022
N/A	Coordinator, Academic Support Center	Carlos Dunn-Fernandez	Salary Grade 109 Salary: \$ 50,939.12	November 23, 2022
Student Success Coordinator	Student Success Coach	Karina Arango	Salary Grade 109 Salary: \$46,096 No Salary Adjustment	November 23, 2022
Student Success Coordinator	Student Success Coach	Marian Betancourt	Salary Grade 109 Salary: \$46,096 No Salary Adjustment	November 23, 2022
Student Success Coordinator	Student Success Coach	Fabiola Occean	Salary Grade 109 Salary: \$46,096 No Salary Adjustment	November 23, 2022
Program Manager	Associate Director	Laurice Dukes	Salary Grade 115 Salary: \$ 60,000 No Salary Adjustment	November 23, 2022
Program Manager	Associate Director	Sean Kerwick	Salary Grade 115 Salary: \$77,437 No Salary Adjustment	November 23, 2022

RECOMMENDATIONS FOR STAFFING TABLE CHANGES TO REFINE NEW EMPLOYEE COMPENSATION AND CLASSIFICATION SYSTEM

Background: The following recommendations reflect assessment of title classifications and the relevant salary grades of Deans, Associate Vice Presidents and other titles following the recommendations of the Evergreen Consulting Market Study and implementation of the Employee Compensation and Classification System approved in May 2022. The proposed recommendations refine and resolve some staffing inconsistencies realized since the new system was implemented, and some recent changes in staffing. Student Services deans will remain assigned to the classification of Dean I and remain in Salary Grade 122 with salary equity adjustments as appropriate. Academic Affairs deans will be assigned to the classification of Dean II and move to Salary Grade 123 with salary equity adjustments as appropriate. Associate Vice Presidents will move to Salary Grade 124 with salary equity adjustments as appropriate.

Current Approved Title	New Classification Title	Incumbent (If applicable)	Salary and Grade Adjustment (If applicable)	Effective Date
Assistant Director, Institutional Research and Planning	Director II	John Urgola	Salary Grade 119 Equity Adjustment From: \$66,950 To: \$75,351	November 23, 2022
Dean of Student Life	Dean I	David Clark	Salary Grade 122 Equity Adjustment From: \$106,000 To: \$117,000	November 23, 2022
Dean of Enrollment Services	Dean I	Matthew Fessler	Salary Grade 122 Equity Adjustment From: \$106,000 To: \$117,000	November 23, 2022
Dean of Financial Aid	Dean I	Sylvia Mendoza	Salary Grade 122 Equity Adjustment From: \$106,000 To: \$117,000	November 23, 2022
Dean of Student Success	Dean I	Bernadette So	Salary Grade 122 New Appointment Salary: \$115,000	January 2, 2023
Dean of Business, Culinary Arts and Hospitality Management	Dean II	Ara Karakashian	Salary Grade 123 Equity Adjustment From: \$113,000 To: \$120,000	November 23, 2022

Dean of Academic Affairs and Assessment	Dean II	Heather DeVries	Salary Grade 123 Salary: \$124,036 No Salary Adjustment	November 23, 2022
Dean of Libraries	Dean II	John Hernandez	Salary Grade 123 Salary: \$125,000 No Salary Adjustment	November 23, 2022
Dean of Nursing and Health Sciences	Dean II	Catherine Sirangelo	Salary Grade 123 Equity Adjustment From: \$129,566 To: \$132,370	November 23, 2022
Dean of Humanities and Social Sciences	Dean II	Alison Wakefield	Salary Grade 123 Salary: \$130,000 No Salary Adjustment	November 23, 2022
Dean of STEM	Dean II	Burl Yearwood	Salary Grade 123 Equity Adjustment From: \$121,654 To: \$127,000	November 23, 2022
Associate Vice President	N/A	Patricia Clay	Salary Grade 124 New Appointment Salary: \$148,000	January 1, 2023
Associate Vice President	N/A	Lori Margolin	Salary Grade 124 Salary: \$149,968 No Salary Adjustment	November 23, 2022
Executive Director, Institutional Research and Planning	Associate Vice President	John Scanlon	Salary Grade 124 Equity Adjustment From: \$130,900.64 To: \$140,000	November 23, 2022

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Modifications to Staffing Table listed above as Personnel Recommendation Item No 8.*

9. RESOLUTION TO APPROVE POLICY ON HUMAN RESOURCES

WHEREAS, *the Board of Trustees (“Board”) is committed to ensuring regular review and updates of the College’s policies; and,*

WHEREAS, *the President, Administration, and Personnel Committee recommend implementation of the Policy on Human Resources; and,*

WHEREAS, *the Board will delegate to the President the responsibility to develop procedures and guidelines for the implementation of this policy;*

NOW, THEREFORE, BE IT RESOLVED *that the Board of Trustees approve the attached policy.*

BE IT FURTHER RESOLVED *that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.*

The Board of Trustees approved the recommendations of the President, Administration, and Personnel Committee as outlined above in Item VIII., Personnel Recommendations 1-9.

1) Retirement; 2) Resignations; 3) Appointment of Faculty; 4) Appointment of Staff; 5) Appointment of Temporary Staff; 6) Authorization of Part-time Staff, as Needed; 7) Appointment of New Hire Adjunct Instructors; 8) Modifications to Staffing Table; and 9) Policy on Human Resources.

*Introduced by: Harold Stahl
 Seconded by: Pamela Gardner*

9 Ayes.....0 Nays

Resolutions Adopted

Attachment - Resolution 9

POLICY ON HUMAN RESOURCES

Purpose:

The purpose of this policy on Human Resources is to ensure effective and efficient personnel practices and programs that support a diverse employee workforce and an inclusive and engaged working community.

Policy:

The College and its Board of Trustees (“Board”) are committed to supporting a highly qualified, professional, talented, inclusive and diverse workforce within its faculty, staff and administration. The College is committed to ensuring a safe, healthy, and caring working environment for its employees. The Office of Human Resources leads and supports fair, equitable and inclusive processes in all office operations and employment practices. These include recruitment, screening, hiring, onboarding, retention, employee relations, training and development, investigations, employee records, labor relations management and compliance, classification, promotion, transfer, termination, salary, compensation and benefits, recognition, and programming.

The Board delegates to the President the responsibility for developing Human Resources procedures consistent with this policy. The Office of Human Resources will be responsible for implementing the policy in all Human Resources programs, services, and activities.

Approved: November 2022

Approved by: Board of Trustees

Category: Human Resources

Scheduled for Review: November 2024

Responsible Department(s): Human Resources

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-11:

1. Resolution Authorizing Change in Nomenclature for Academic Units from Divisions to Schools was approved.
2. Resolution Authorizing Academic Calendar for the Fall 2023 Term was approved.
3. Resolution Authorizing Revised Academic Calendar for the Summer 2023 Term was approved.
4. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Felician University for Academic Pathways in Accounting and Business Administration was approved.
5. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and The Medicine Woman was approved.
6. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Golden Door Dispensary was approved.
7. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Seraph and Sons, LLC was approved.
8. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Laboratory Corporation of America Holdings (LabCorp) for Clinical Experiences in Phlebotomy was approved.
9. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and American Express GBT (Amex) was approved.
10. Resolution Authorizing Contract Extension Between Hudson County Community College (HCCC) and Classroom Au Pair was approved.
11. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Thomas Edison State University for Prior Learning Assessment Services was approved.

Introduced by: Pamela Gardner
Seconded by: Silvia Rodriguez

8 Ayes.....0 Nays

Resolutions Adopted

X. NEW BUSINESS

Chairman Netchert offered the following remarks.

As I was listening about the Bloomberg and NY Stock Exchange visit, it reminded me that New Jersey City University has a magnificent facility with a ticker in the space downtown. I hear it's like being on the floor exchange but in a classroom. We are unsure what the future holds for this building. In the meantime, Dr. Ara could underwrite and train some students for the NY Stock Exchange participation. Saint Peter's University, ourselves, and other institutions could share that space. It may be worth taking a look at some point and finding a way to continue to use the space collaboratively.

Trustee Gardner offered the following remarks.

I just want to give my thanks to the Board for supporting my reelection for Association of Community College Trustees (ACCT) Committee on Diversity, Equity and Inclusion representing the Northeast Region. Your support was unbelievable. VP of Diversity, Equity, and Inclusion, Yeury Pujols, and Associate Director Natalia Vazquez-

Bodkin went out of their way to make trifolds for me to have on my table, and to present with me. Natalia came over one day to help with the table.

In today's world, it is important to have diversity, equity, and inclusion representation. After what happened last weekend in Colorado Springs, we need a safe space for all of our students and ourselves. We have strategic goals, and one of the main goals deals with diversity, equity, and inclusion, and how we should all support it. I thank you for supporting me, because without that I could not have been reelected.

XI. ADJOURNMENT at 6:03 p.m.

Introduced by: Bakari Lee
Seconded by: Joseph Doria

8 Ayes.....0 Nays

Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

January 17, 2023

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Authorizing Agreement for Technology Management Services

WHEREAS, Hudson County Community College (“College”) needs the services of an outside vendor to provide Technology Management Services (“Services”); and,

WHEREAS, pursuant to N.J.S.A. 18:64A-25.19, the College solicited proposals through a fair-and-open process and issued a Request-for-Proposal (“RFP”) for the services for a term not to exceed two (2) years; and,

WHEREAS, the College received two (2) proposals in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Ellucian	Fairfax, VA	\$2,415,184
Ferrilli	Haddonfield, NJ	\$1,884,000

WHEREAS, the College has determined that the proposal submitted by Ellucian is in the best interests of the College, all factors considered, including Ellucian’s experience in the higher education sector with one-thousand five hundred (1,500) educational entities worldwide as their enterprise resource planning (“ERP”) system, and Ellucian’s integration with College technology services for fourteen (14) years; and,

WHEREAS, the cost of these services will be funded from the operating budget; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the contract renewal with Ellucian of Fairfax, Virginia, by the terms as described herein at a cost not to exceed \$2,415,184.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

2. Resolution Authorizing Assessment Platform to be Funded by the Carl D. Perkins Grant

WHEREAS, Hudson County Community College (“College”) needs the services of a vendor for an assessment platform (“Services”) for the Nursing program; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.1, et seq., the College publicly advertised and held a bid opening for the Services for a term of up to two (2) years; and,

WHEREAS, the College received a single bid in response to the public advertisement from ExamSoft Worldwide LLC (“ExamSoft”) in the amount of \$40,868 for the two (2) year term; and,

WHEREAS, the College has determined that ExamSoft is the lowest responsive and responsible bidder based on this Request-for-Proposal (“RFP”) and other College RFPs that yielded vendors with increased cost submissions; and,

WHEREAS, the cost of these services will be funded from the Carl D. Perkins Grant; and,

WHEREAS, the Administration and Finance Committee recommend this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to ExamSoft Worldwide LLC of Dallas, Texas, for an assessment platform as described herein at a total cost not to exceed \$40,868.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

3. Resolution Authorizing Purchase of Furniture for North Hudson Campus Café and Gabert Library Atrium to be Funded by the American Rescue Plan (ARP) Grant

WHEREAS, Hudson County Community College (“College”) needs to purchase furniture for the North Hudson Campus Café and Gabert Library sixth floor atrium; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, the College may award a contract without public advertising for bids when the purchase is made through a purchasing cooperative established through the State of New Jersey; and,

WHEREAS, Commercial Furniture Interiors (ESCNJ Contract #17/18-16, Premier Contract #PP-FA-617, and Vizient Contracts #CE3373, CE3382, CDA 30004704, and TVR925940) has quoted a price for the furniture, including all necessary labor to deliver, receive, and install the furniture, at a cost not to exceed \$86,686; and,

WHEREAS, the cost of these services will be funded from the American Rescue Plan (ARP) Grant; and,

WHEREAS, the Administration and Finance Committee recommend this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Commercial Furniture Interiors of Mountainside, New Jersey, to provide furniture as described herein at a cost not to exceed \$86,686.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

4. Resolution Authorizing Renewal of Cloud Migration and Security Software to be Funded by the American Rescue Plan (ARP) Grant

WHEREAS, Hudson County Community College (“College”) needs to purchase software that provides failover to a private cloud when necessary for disaster recovery for remote instruction and remote services; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.11a, the service is exempt from public bidding as the purchase is being made through an approved cooperative; and,

WHEREAS, Innovative Network Solutions (NJEDGE Contract #278834) submitted a proposal for Innovative Xi Leap software, which provides the required services, at a total cost of \$101,053, representing a 7% increase from the prior year; and,

WHEREAS, the anticipated term is one (1) year; and,

WHEREAS, the cost of these services will be funded from the American Rescue Plan (ARP) Grant; and,

WHEREAS, the Administration and Finance Committee recommend payment of this purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Innovative Network Solutions of Stamford, Connecticut, for the Innovative Xi Leap software as described herein at a cost not to exceed \$101,053.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Finance Committee as outlined above in **Item VII., Fiscal, Administrative, Lease and Capital Recommendations 1-4.**

1) Resolution Authorizing Agreement for Technology Management Services; 2) Resolution Authorizing Assessment Platform to be Funded by the Carl D. Perkins Grant; 3) Resolution Authorizing Purchase of Furniture for North Hudson Campus Café and Gabert Library Atrium to be Funded by the American Rescue Plan (ARP) Grant; and 4) Resolution Authorizing Renewal of Cloud Migration and Security Software to be Funded by the American Rescue Plan (ARP) Grant.

INTRODUCED BY: _____

SECONDED BY: _____

DATE: January 17, 2023

Doria, Joseph	_____
Gardner, Pamela	_____
Gargiulo, Frank	_____
Kenny, Roberta	_____
Lee, Bakari	_____
Peña, Jeanette	_____
Rodriguez, Silvia	_____
Stahl, Harold	_____
Netchert, William, Chair	_____

_____ Aye _____ Nay

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

January 17, 2023

VIII. PERSONNEL RECOMMENDATIONS

1. APPOINTMENT OF STAFF

First Name	Last Name	Title	Effective Date	Anticipated End Date (if applicable)	Annual Salary
Caroline	Arreaga	Social Worker	February 1, 2023	N/A	\$ 50,000.00
Laura	Riano	Coordinator, Continuing Education and Workforce Development (New Jersey Business and Industry Association Grant-funded)	January 18, 2023	N/A	\$ 46,096.61
Diana	Sanchez	Career Coach	January 18, 2023	N/A	\$ 46,096.61
Michael	Smith	Librarian	January 18, 2023	N/A	\$ 65,287.00

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Staff above as Personnel Recommendation Item No. 1.*

2. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY

First Name	Last Name	Title	Effective Date	Anticipated End Date	Annual Salary
Annie	Barran	Instructor, Nursing (Non-tenured)	January 16, 2023	June 30, 2023	\$ 55,434.92

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Faculty above as Personnel Recommendation Item No. 2.*

3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Effective Date	Anticipated End Date	Annual Salary
Larry	Anderson	Admissions Recruiter	January 18, 2023	June 30, 2023	\$ 40,000.00
Michelle	DeLaFleur	Interim Director of Patron Services	February 16, 2023	June 30, 2023	\$ 66,958.00
Jeet	Patel	Data Network Administrator	February 1, 2023	March 15, 2023	\$ 51,386.20
Prachi	Patel	Bookkeeper	January 18, 2023	August 31, 2023	\$ 37,923.80
Stephanie	Pina	Assistant Director, Human Resources	January 16, 2023	March 15, 2023	\$ 53,955.51
Alexandra	Plante	Director Library Instruction	February 16, 2023	June 30, 2023	\$ 72,800.00
Sarah	Yagoubi	Coordinator, Center for Workforce Innovation (Grant-funded)	January 18, 2023	December 31, 2023	\$ 46,096.61

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Staff above as Personnel Recommendation Item No. 3.*

4. AUTHORIZATION OF PART-TIME STAFF THROUGH JANUARY 2024, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Amreen	Fatima	Accessibility Services	Reader/Notetaker	READER-150525	Karine Davis/ Jacqueline Safont
Jacqueline	Molina	Accessibility Services	Reader/Notetaker	READER-150525	Karine Davis/ Jacqueline Safont
Angelique	Reeves	Accessibility Services	Reader/Notetaker	READER-150525	Karine Davis/ Jacqueline Safont

Ciara Kaye Alejandro	Umali	Accessibility Services	Reader/Notetaker	READER-150525	Karine Davis/ Jacqueline Safont
Diana	Eskander	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Youstina	Ibrahim	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Marolla	Youakim	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Lu Anna	Salonga	Business, Culinary and Hospitality	Cooperative Education Coordinator	BCH-505455	Ara Karakashian
William	Bird	Advisement	Advisor	Advisor	Jenny Henriquez
Candice	Fernandez	Advisement	PT Advisor	ADVISOR-200510	Jenny Henriquez
Reda	Agourram	College Libraries	Library Associate-Technology	150510	Jing Yang
Susannah	Aziz	College Libraries	Librarian	150510	Alexandra Plante
Jamary	Bohe	College Libraries	Library Associate	150510	Michelle DeLaFleur
Marwa	Abdelaziz	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Andy	Abraham	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-601515 and 103005	Anita Belle/ Samaya Yashayeva
Anthony	Campo	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Aya	Daoud	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Alaina	Desjardin	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Anass	Ennasraoui	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Prachi	Patel	Continuing Education and Workforce Development	PT Bookkeeper/Office Assistant	PTBKO-103005	Catherina Mirasol
Hyun Joon William	Shin	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Miguel	Lumbao	English and ESL	Academic Coach	601012	Stephanie Calo
Martin	Soto	English and ESL	Academic Coach	601012	Stephanie Calo
Liana	Tabatadze	English and ESL	Lab Assistant	PTLABAS-601012	Stephanie Calo
Bruce	Vereen-Nealous	English and ESL	ESL Coach	601012	Stephanie Calo
Keane	Cadogan	Facilities	Administrative Assistant	PTADAS-601505	Ilya Ashmyan
Andrea	Goodwin	Faculty and Staff Development	Office Assistant	OFFAST-252005	Lilisa Williams
Vernice	Bonilla Hernandez	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Sarthak M.	Gohel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Caren	Urena	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Louis	Osorio	Mail Room and Copy Center	Customer Service Assistant	253035	Frederick Medina
Leandra	Cancel	North Hudson Campus	Office Assistant	OFFNHC-252030	Jason Figueroa
Marcela	Gomez-Sanchez	Nursing and Health Sciences	Skills Lab/ Tutor	101017	Carol Fasano
Susanne	Sorace	Nursing and Health Sciences	Tutor	101016	Geraldine Kiefer-Necklen

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Authorization of Part-Time Staff listed above, as needed, as Personnel Recommendation Item No 4.*

5. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	Department
Larry	Anderson	Academic Affairs
Devika	Gonsalves	Academic Affairs
Kyara	Martin	Academic Affairs
Eric	Okai	Academic Affairs
Teresa	Raimo	Academic Affairs
Karen C.	Rojas	English and ESL
James	Ryan	English and ESL
Rakiyah	Adamu-Sambare	Humanities and Social Sciences
Svetlana	Bailey	Humanities and Social Sciences
Moshe	Braunstein	Humanities and Social Sciences
Christopher	Englese	Humanities and Social Sciences
Michele	Lawrey	Humanities and Social Sciences
Joseph	Pignato	Humanities and Social Sciences
Paul	Bellan-Boyer	Nursing and Health Sciences
Gaelle	Dennery	Nursing and Health Sciences
Veronica	Hanna	Nursing and Health Sciences
Tanya	Monroe	Nursing and Health Sciences
Jocelyn	Ortiz	Nursing and Health Sciences
Dorante	Richards	Nursing and Health Sciences
Wilfredo	Yap Jr.	Nursing and Health Sciences
Christian	Traba	STEM

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of New Hire Adjunct Instructors listed above as Personnel Recommendation Item No 5.*

6. MODIFICATIONS TO STAFFING TABLE

Current Approved Title	New Title	Incumbent (If applicable)	Salary Grade and Salary Adjustment (If applicable)	Effective Date
N/A	Bookkeeper	N/A	Salary Grade 105	January 18, 2023
College Lecturer	Associate Director, Open Educational Resources	Michael Whelpley	Salary Grade 115 No Salary Adjustment	January 16, 2023

RECOMMENDATION: *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Modifications to Staffing Table listed above as Personnel Recommendation Item No 6.*

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-6.**

1) Appointment of Staff; 2) Appointment of Temporary Faculty; 3) Appointment of Temporary Staff; 4) Authorization of Part-time Staff, as Needed; 5) Appointment of New Hire Adjunct Instructors; and 6) Modifications to Staffing Table.

INTRODUCED BY:

SECONDED BY:

DATE:

January 17, 2023

*Doria, Joseph
Gardner, Pamela
Gargiulo, Frank
Kenny, Roberta
Lee, Bakari
Peña, Jeanette
Rodriguez, Silvia
Stahl, Harold
Netchert, William, Chair*

_____ Aye _____ Nay

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

January 17, 2023

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS

1. Resolution Authorizing Renewal of Agreement Between Hudson County Community College and Classroom Au Pair

WHEREAS, Hudson County Community College (“College”) and Classroom Au Pair, LLC (“Classroom Au Pair”) entered into an agreement dated November 1, 2020, through which Classroom Au Pair markets HCCC’s au pair programming to interested au pairs, and HCCC provides the au pair programming for enrolled au pairs; and,

WHEREAS, the parties desire to renew the contract for a period of five (5) years from the effective date; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend this contract renewal;

NOW, THEREFORE, BE IT RESOLVED that the Hudson County Community College Board of Trustees authorize the contract renewal with Classroom Au Pair, as described herein, effective February 1, 2023.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps as necessary to effectuate the purpose of this resolution.

2. Resolution Authorizing Agreement Between Hudson County Community College and New Jersey Reentry Corporation for the Provision of GED Instruction

WHEREAS, Hudson County Community College (“College”) is committed to providing its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility; and,

WHEREAS, in service of its mission, the College has partnered with New Jersey Reentry Corporation (“NJRC”) to provide academic programs and workforce training programs to justice-involved individuals; and,

WHEREAS, NJRC desires to offer GED Instruction for its clients; and,

WHEREAS, the College can meet this need; and,

WHEREAS, the College seeks to enter into an agreement (“Agreement”) with NJRC for the provision of GED Instruction, whereby the College will offer a virtual GED program for NJRC clients statewide through GEDWorks™ for 39 students at a cost of \$20,000.00; and,

WHEREAS, the delivery of the GED program will be supported by a Student Success Coach; and,

WHEREAS, this Agreement will remain in effect for one (1) year unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and New Jersey Reentry Corporation;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and New Jersey Reentry Corporation, retroactive to January 1, 2023.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

3. Resolution Authorizing Renewal of Memorandum of Understanding Between Hudson County Community College and the County of Hudson Department of Health and Human Services Office of Inclusion and Accessibility, the New Jersey Division of Vocational Rehabilitation Services, and North Jersey Friendship House, for the Delivery of the Project SEARCH Program at the Journal Square Campus

WHEREAS, Hudson County Community College ("College") is committed to providing its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility; and,

WHEREAS, the College has previously partnered with the County of Hudson Department of Health and Human Services Office of Inclusion and Accessibility, the New Jersey Division of Vocational Rehabilitation Services, and the North Jersey Friendship House, (the "Parties"), for the delivery of the Project SEARCH Program, which is an adult transition program; and,

WHEREAS, under the terms of the Memorandum of Understanding ("MOU"), the College serves as a Host Business where individuals with developmental disabilities complete internships at the College's Journal Square Campus; and,

WHEREAS, the College seeks to renew its MOU with the Parties for a term of one (1) year unless otherwise terminated by either party in accordance with the parameters established in the MOU; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the renewal of the Memorandum of Understanding between Hudson County Community College and the Parties;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the renewal of the Memorandum of Understanding between Hudson County Community College and the Parties, retroactive to September 1, 2022.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

4. Resolution Authorizing Renewal of Memorandum of Understanding Between Hudson County Community College and the County of Hudson Department of Health and Human Services Office of Inclusion and Accessibility, the New Jersey Division of Vocational Rehabilitation Services, and North Jersey Friendship House, for the Delivery of the Project SEARCH Program at the North Hudson Campus

WHEREAS, Hudson County Community College ("College") is committed to providing its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility; and,

WHEREAS, the College has previously partnered with the County of Hudson Department of Health and Human Services Office of Inclusion and Accessibility, the New Jersey Division of Vocational Rehabilitation Services, and the North Jersey Friendship House, (the "Parties"), for the delivery of the Project SEARCH Program, which is an adult transition program; and,

WHEREAS, under the terms of the Memorandum of Understanding (“MOU”), the College serves as a Host Business through which individuals with developmental disabilities complete internships at the College’s North Hudson Campus; and,

WHEREAS, the College seeks to renew its MOU with the Parties for a term of one (1) year unless otherwise terminated by either party in accordance with the parameters established in the MOU; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the renewal of the Memorandum of Understanding between Hudson County Community College and the Parties;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the renewal of the Memorandum of Understanding between Hudson County Community College and the Parties, retroactive to September 1, 2022.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

5. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Kush Klub NJ

WHEREAS, Hudson County Community College (“College”), as one of the nation’s leading and most diverse urban community colleges, aspires to offer consistently best-practice, transformative educational and economic opportunities for its students and all residents of Hudson County; and,

WHEREAS, Kush Klub NJ shares this vision as it aspires to support HCCC students and community residents in benefitting from Cannabis legalization; and,

WHEREAS, Hudson County Community College (“College”) offers non-credit and credit-bearing Cannabis programs (“Programs”) through its School of Continuing Education and Workforce Development and its School of Business, Culinary Arts, and Hospitality Management, respectively; and,

WHEREAS, the College seeks to enter into a Memorandum of Understanding (“MOU”) with Kush Klub NJ, whereby the College and Kush Klub NJ will work collaboratively to provide internship, externship, and employment opportunities for HCCC students completing HCCC Cannabis courses; offer Cannabis-related workshops, training programs, and events; leverage resources for the promotion of each organization; and, contribute to scholarship funds for HCCC students directly or through support of HCCC Foundation events; and,

WHEREAS, this MOU will remain in effect for one (1) year unless otherwise terminated by either party in accordance with the parameters established in the MOU; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the MOU between Hudson County Community College and Kush Klub NJ;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and Kush Klub NJ, retroactive to January 1, 2023.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

6. Resolution Authorizing Agreement Between Hudson County Community College and Jessica F. Gonzalez, Esq. for the Delivery of a New Jersey Cannabis Licensing Workshop

WHEREAS, Hudson County Community College (“College”), as one of the nation’s leading and most diverse urban community colleges, aspires to offer consistently best-practice, transformative educational and economic opportunities for its students and all residents of Hudson County; and,

WHEREAS, in service of this vision, HCCC seeks to support HCCC students and community residents in benefitting from Cannabis legalization through the provision of a New Jersey Cannabis Licensing Workshop (“NJ Cannabis Licensing Workshop”); and,

WHEREAS, Jessica F. Gonzalez, Esq. can provide services that meet the aims and objectives of offering an NJ Cannabis Licensing Workshop; and,

WHEREAS, the College seeks to enter into an agreement (“Agreement”) with Jessica F. Gonzalez, Esq. for the provision of the NJ Cannabis Licensing Workshop; and,

WHEREAS, this Agreement will remain in effect until April 30, 2023 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and Jessica F. Gonzalez, Esq.;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and Jessica F. Gonzalez, Esq., retroactive to December 7, 2022.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

7. Resolution Authorizing Articulation Agreement Between Hudson County Community College and LIM College for Academic Pathways in Cannabis Studies

WHEREAS, Hudson County Community College (“College”) seeks to optimize community engagement through the development of seamless academic pathways with K-20 partners and in support of the College’s mission to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College offers an Associate of Science in Business Administration Option in Cannabis Studies degree program; and,

WHEREAS, one goal of the Program is the successful transfer of its students to a four-year university to pursue a Bachelor of Science degree and beyond; and,

WHEREAS, LIM College offers a Bachelor of Business Administration – Business of Cannabis degree program; and,

WHEREAS, the College seeks to enter into an Articulation Agreement (“Agreement”) with LIM College, whereby students who earn an Associate of Science in Business Administration Option in Cannabis Studies degree at the College will be able to transfer seamlessly into LIM College’s Bachelor of Business Administration – Business of Cannabis degree program, effective June 1, 2023; and,

WHEREAS, this Agreement will remain in effect for two (2) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the approval of this Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the Articulation Agreement between Hudson County Community College and LIM College, effective June 1, 2023.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

8. Resolution Authorizing Amendment to Existing Agreement Between Hudson County Community College and Fairleigh Dickinson University (FDU) for Academic Pathways in Radiography

WHEREAS, Hudson County Community College ("College") seeks to optimize community engagement through the development of seamless academic pathways with K-20 partners and in support of the College's mission to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College, and Fairleigh Dickinson University ("FDU"), collectively the Parties ("Parties"), entered into an agreement ("Agreement") dated January 1, 2018, through which the Parties agreed to participate in clinical experiences for FDU's radiography students; and,

WHEREAS, the parties seek to amend the Agreement to extend the term of the Agreement to December 31, 2024; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the renewal of this Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Hudson County Community College Board of Trustees authorize the renewal of the Agreement between Hudson County Community College and Fairleigh Dickinson University as described herein, effective upon approval.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the Administration to take such other and further steps as necessary to effectuate the purpose of this resolution.

9. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Jersey City Department of Health and Human Services for Internship Experiences

WHEREAS, Hudson County Community College ("College") offers Associate of Science in Health Services and Associate of Science in Health Services Option in Public Health degree programs as well as a Proficiency Certificate in Community Healthcare Navigator ("Programs") through its School of Nursing and Health Sciences; and,

WHEREAS, the Programs include a service learning component; and,

WHEREAS, the Programs require sites at which students can fulfill the requisite service learning experiences; and,

WHEREAS, Jersey City Department of Health and Human Services has the capacity to meet the needs of the Programs; and,

WHEREAS, Hudson County Community College seeks to enter into an Affiliation Agreement ("Agreement") with Jersey City Department of Health and Human Services whereby students enrolled in the Programs will be able to complete their service learning experiences at Jersey City Department of Health and Human Services; and,

WHEREAS, this Agreement will have an initial term of two (2) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and Jersey City Department of Health and Human Services;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and Jersey City Department of Health and Human Services, retroactive to January 1, 2023.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

10. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and New Jersey Reentry Corporation for Internship Experiences

WHEREAS, Hudson County Community College ("College") offers Associate of Science in Health Services and Associate of Science in Health Services Option in Public Health degree programs as well as a Proficiency Certificate in Community Healthcare Navigator ("Programs") through its School of Nursing and Health Sciences; and,

WHEREAS, the Programs include a service learning component; and,

WHEREAS, the Programs require sites at which students can fulfill the requisite service learning experiences; and,

WHEREAS, New Jersey Reentry Corporation ("NJRC") has the capacity to meet the needs of the Programs; and,

WHEREAS, Hudson County Community College seeks to enter into an Affiliation Agreement ("Agreement") with NJRC whereby students enrolled in the Programs will be able to complete their service learning experiences at NJRC; and,

WHEREAS, this Agreement will have an initial term of two (2) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and New Jersey Reentry Corporation;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and New Jersey Reentry Corporation, retroactive to January 1, 2023.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

11. Resolution Authorizing Amendment to Existing Agreement with Follett for Follett Access Program

WHEREAS, Hudson County Community College ("College") is committed to providing its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility; and,

WHEREAS, in service of its mission and its two overarching institutional priorities of student success, and diversity, equity and inclusion, the College seeks to remove barriers students encounter on their path towards credential attainment, transfer, and gainful employment; and,

WHEREAS, the cost of textbooks is one of these barriers; and,

WHEREAS, the College seeks to amend its existing agreement with Follett to include the Follett Access Program; and,

WHEREAS, the Follett Access Program will support students by providing timely access to course materials at reduced costs; and,

WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the amendment of the College's existing agreement with Follett to include the Follett Access Program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the amendment to the College's existing agreement with Follett, effective November 28, 2022.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

12. Resolution Authorizing New Proficiency Certificate in Construction Technology {CIP Code: 46.0499}

WHEREAS, Hudson County Community College ("College") aims to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College seeks to expand its offerings to meet student and market demand; and,

WHEREAS, the College has developed a Proficiency Certificate in Construction Technology to address student and market demand; and,

WHEREAS, the Proficiency Certificate in Construction Technology prepares graduates for careers in the construction industry; and,

WHEREAS, the Proficiency Certificate in Construction Technology is suitable for individuals who are interested in entering the construction industry as well as individuals who have been working in the field and aspire to advance into midlevel supervisor positions; and,

WHEREAS, the Proficiency Certificate in Construction Technology curriculum articulates into the College's Associate of Applied Science in Construction Management degree program; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the Proficiency Certificate in Construction Technology, effective January 18, 2023;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby authorize the Proficiency Certificate in Construction Technology.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College's Administration to take all steps necessary to effectuate the terms of this resolution.

13. Resolution Authorizing New Proficiency Certificate in Construction Administration {CIP Code: 46.0499}

WHEREAS, Hudson County Community College (“College”) aims to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College seeks to expand its offerings to meet student and market demand; and,

WHEREAS, the College has developed a Proficiency Certificate in Construction Administration to address student and market demand; and,

WHEREAS, the Proficiency Certificate in Construction Administration prepares graduates for careers in the construction industry; and,

WHEREAS, the Proficiency Certificate in Construction Administration is suitable for individuals who are interested in entering the construction industry as well as individuals who have been working in the field and aspire to advance into midlevel supervisor positions; and,

WHEREAS, the Proficiency Certificate in Construction Administration curriculum articulates into the College’s Associate of Applied Science in Construction Management degree program; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the Proficiency Certificate in Construction Administration, effective January 18, 2023;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby authorize the Proficiency Certificate in Construction Administration.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

14. Resolution Authorizing New Proficiency Certificate in Social Justice Advocacy {CIP Code: 30.2301}

WHEREAS, Hudson County Community College (“College”) aims to provide high-quality educational opportunities that promote student success and upward social and economic mobility; and,

WHEREAS, the College seeks to expand its offerings to meet student and market demand; and,

WHEREAS, the College has developed a Proficiency Certificate in Social Justice Advocacy to address student and market demand; and,

WHEREAS, the Proficiency Certificate in Social Justice Advocacy prepares graduates for entry-level opportunities in the field of social justice advocacy; and,

WHEREAS, the Proficiency Certificate in Social Justice Advocacy is suitable for individuals who are interested in the field of social justice advocacy and need a general understanding of the field; and,

WHEREAS, the Proficiency Certificate in Social Justice Advocacy curriculum articulates into the College’s Associate of Science Human Services Pre-Social Work Option in Social Justice Advocacy degree program; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the Proficiency Certificate in Social Justice Advocacy, effective January 18, 2023;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College hereby authorize the Proficiency Certificate in Social Justice Advocacy.

BE IT FURTHER RESOLVED that the Board of Trustees authorize the College’s Administration to take all steps necessary to effectuate the terms of this resolution.

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Academic and Student Affairs Committee as outlined above in **Item IX., Academic and Student Affairs Recommendations 1 -14:**

1) Resolution Authorizing Renewal of Agreement Between Hudson County Community College and Classroom Au Pair; 2) Resolution Authorizing Agreement Between Hudson County Community College and New Jersey Reentry Corporation for the Provision of GED Instruction; 3) Resolution Authorizing Renewal of Memorandum of Understanding Between Hudson County Community College and the County of Hudson Department of Health and Human Services Office of Inclusion and Accessibility, the New Jersey Division of Vocational Rehabilitation Services, and North Jersey Friendship House, for the Delivery of the Project SEARCH Program at the Journal Square Campus; 4) Resolution Authorizing Renewal of Memorandum of Understanding Between Hudson County Community College and the County of Hudson Department of Health and Human Services Office of Inclusion and Accessibility, the New Jersey Division of Vocational Rehabilitation Services, and North Jersey Friendship House, for the Delivery of the Project SEARCH Program at the North Hudson Campus; 5) Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Kush Klub NJ; 6) Resolution Authorizing Agreement Between Hudson County Community College and Jessica F. Gonzalez, Esq. for the Delivery of a New Jersey Cannabis Licensing Workshop; 7) Resolution Authorizing Articulation Agreement Between Hudson County Community College and LIM College for Academic Pathways in Cannabis Studies; 8) Resolution Authorizing Amendment to Existing Agreement Between Hudson County Community College and Fairleigh Dickinson University (FDU) for Academic Pathways in Radiography; 9) Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Jersey City Department of Health and Human Services for Internship Experiences; 10) Resolution Authorizing Affiliation Agreement Between Hudson County Community College and New Jersey Reentry Corporation for Internship Experiences; 11) Resolution Authorizing Amendment to Existing Agreement with Follett for Follett Access Program; 12) Resolution Authorizing New Proficiency Certificate in Construction Technology {CIP Code: 46.0499}; 13) Resolution Authorizing New Proficiency Certificate in Construction Administration {CIP Code: 46.0499}; and, 14) Resolution Authorizing New Proficiency Certificate in Social Justice Advocacy {CIP Code: 30.2301}.

INTRODUCED BY: _____

SECONDED BY: _____

DATE: January 17, 2023

Doria, Joseph _____
Gardner, Pamela _____
Gargiulo, Frank _____
Kenny, Roberta _____
Lee, Bakari _____
Peña, Jeanette _____
Rodriguez, Silvia _____
Stahl, Harold _____
Netchert, William, Chair _____

_____ Aye _____ Nay

Supporting Documents

[Click Here for Supporting Materials](#)

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

January 17, 2023

X. NEW BUSINESS

INTRODUCED BY: _____

SECONDED BY: _____

DATE: January 17, 2023

- Doria, Joseph* _____
- Gardner, Pamela* _____
- Gargiulo, Frank* _____
- Kenny, Roberta* _____
- Lee, Bakari* _____
- Peña, Jeanette* _____
- Rodriguez, Silvia* _____
- Stahl, Harold* _____
- Netchert, William, Chair* _____

_____ Aye _____ Nay

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING**

January 17, 2023

XI. ADJOURNMENT

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED THAT the January 17, 2023 meeting of the Hudson County Community College Board of Trustees be adjourned at ____P.M.

INTRODUCED BY: _____

SECONDED BY: _____

DATE: January 17, 2023

- Doria, Joseph _____
- Gardner, Pamela _____
- Gargiulo, Frank _____
- Kenny, Roberta _____
- Lee, Bakari _____
- Peña, Jeanette _____
- Rodriguez, Silvia _____
- Stahl, Harold _____
- Netchert, William, Chair _____

_____ Aye _____ Nay