

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

**Regular Meeting – Board of Trustees**

**Tuesday, April 16, 2024**

**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/97566676811?pwd=bXFybEpENHdBT3N6cmVaOEExYmNpQT09>

Passcode: 771689

Telephone: 1 305 224 1968

Webinar ID: 975 6667 6811

Passcode: 771689

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:**

*Edward DeFazio*

*Joseph Doria*

*Sally Elwir, Student Alumni Representative*

*Pamela Gardner, Secretary/Treasurer*

*Frank Gargiulo*

*Roberta Kenny*

*Bakari Lee, Vice Chair*

*William Netchert, Chair*

*Jeanette Peña*

*Christopher Reber, President (Ex Officio)*

*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. Camacho*
2. *All College Council Chair's Report* *Dr. Cody*
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**

**April 16, 2024**

**II. ROLL CALL**

**Trustees:**

- Edward DeFazio \_\_\_\_\_
- Joseph Doria \_\_\_\_\_
- Sally Elwir, Student Alumni Representative \_\_\_\_\_
- Pamela Gardner, Secretary/Treasurer \_\_\_\_\_
- Frank Gargiulo \_\_\_\_\_
- Roberta Kenny \_\_\_\_\_
- Bakari Lee, Vice Chair \_\_\_\_\_
- 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; posted on the College Website and on 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**

***April 16, 2024***

**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**

*April 16, 2024*

**IV. CLOSED SESSION**

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

***April 16, 2024***

**V. REPORTS**

1. *Student Government Association President's Report (L. Camacho)*
2. *All College Council Chair's Report (C. Cody)*
3. *President's Report (C. Reber)*

*Retired Faculty Nominees for Emeritus Status*

*Dr. Darryl Jones, Vice President for Academic Affairs*

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

**April 16, 2024**

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

**1. MINUTES OF PREVIOUS MEETING**

*The Minutes of the Regular Meeting of March 12, 2024 are herewith submitted to the Board of Trustees for approval. (Page 9)*

Recommendation:

*It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of March 12, 2024.*

**RESOLUTION:**

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

**INTRODUCED BY:**

\_\_\_\_\_

**SECONDED BY:**

\_\_\_\_\_

**DATE:**

April 16, 2024

DeFazio, Edward

\_\_\_\_\_

Doria, Joseph

\_\_\_\_\_

Gardner, Pamela

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Gargiulo, Frank

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Kenny, Roberta

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Lee, Bakari

\_\_\_\_\_

Peña, Jeanette

\_\_\_\_\_

Rodriguez, Silvia

\_\_\_\_\_

Stahl, Harold

\_\_\_\_\_

Netchert, William, Chair

\_\_\_\_\_

\_\_\_\_\_ Aye

\_\_\_\_\_ Nay

**HUDSON COUNTY COMMUNITY COLLEGE**

**Regular Meeting – Board of Trustees  
Tuesday, March 12, 2024  
5:00 P.M., In Person and Via Zoom**

**MINUTES**

**PRESENT:** *Edward DeFazio; Sally Elwir (Student Alumni Representative); Pamela Gardner (Secretary/Treasurer); Frank Gargiulo; Roberta Kenny; William Netchert (Chair); Jeanette Peña; Christopher Reber; Silvia Rodriguez; and Harold Stahl.*

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

**ABSENT:** *Joseph Doria*

**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, Lisa Camacho, offered the following report.*

Good evening, Trustees, faculty, staff, students, and guests. It is nice to see everyone and be with you again in person. My updates for the Student Government Association (SGA) are as follows.

Our SGA Skills workshop is happening today until 5:30 p.m. We anticipate students and club leaders in attendance who are ready to teach and learn. We set up tables focused on different skill sets, including marketing and social media, professional beauty tips, career services, basic technology skills, and time management.

SGA has also been planning our annual Multicultural Day event, and Multicultural Game Day. Students can take a stroll down memory lane and play childhood games. We collaborated with Phi Theta Kappa for this event. We will offer diverse cultural cuisines. This event is scheduled for Friday, April 12 from 4:00 p.m. to 7:00 p.m. in the Journal Square Campus (JSQ) Student Center. You are all invited.

We will begin to train our executive board and have elections next month. More information is to come. Also, a karaoke sing-along in collaboration with the Professional Association is being planned for April.

This concludes SGA updates. On to campus club and organization updates.

The following new clubs started this semester: Poetry Club, Starry Eye Team, Sewing Club, Society of Physics, and HCCC Dreamers.

**Model UN Club**

The Model UN Club at HCCC has been visiting various food shelters in Hudson County, serving food to people experiencing homelessness, and volunteering their time to serve those in need.

On March 1, 2024, as part of the Social Justice Symposium held at Hudson County Community College, members participated in a panel discussion on how the symposium has influenced their lives including certain viewpoints discussed at the conference.

On April 1-6, Joseph Caniglia, the Executive Director of the North Hudson Campus (NHC), and seven students will be participating in the New York Model UN Conference at the New York Hilton in Manhattan. The conference will advance understanding of the UN and contemporary global issues through quality educational programs that emphasize collaboration, cooperative conflict resolution, and prepare participants for active global citizenship. The Model UN envisions a world of civically engaged people striving for peaceful, multilateral conflict resolution and equitable, sustainable human development.

**Active Minds** held the following events: Mental Health Counseling & Wellness Sticker Competition, Essentially YOU Event, and Art Unveiled! Art Showcase.

**Arab Student Association** held the following events: Welcome to Arab World, Museum Tour, and Film and Discussion on Saturday, March 9.

**Art and Design Club** held the following event: Mural Design Studio Sessions.

**Business and Accounting Club** held the following events: Women In Business Panel, Mind Your Business Monday, NJCU School of Business Tour, and Saint Peter's University School of Business Tour.

**Environmental Club** held the following events: Garden Planning with the Environmental Club and Build-A-Rain Barrel with Hackensack Riverkeepers.

**Girls Who Code** held the following event: GWC Meet and Greet.

**HCCC Dreamers** held the following events: Major Mates and Rutgers New Brunswick Transfer Program Information Session

**Student Programming Board** held the following events: Valentine's Day Grab and Go, Karaoke Night, and Women's History Month Raffle.

**Health and Science Club** held the following events: CPR Instruction with Hands-Only, Women's History Month Discussion and Bag Decorating, and Health & Fitness Pop-ups.

**Film Club** held the following events: Film and Fork, Disney's Princess, and the Frog and Oscar Night.

**Nursing Club** held the following events: Valentine's Day Blood Drive, Pre-Nursing Panel Q & A, and Coffee with the Nursing Club.

**Society of Physics** held the following event: Merck Recruiting.

**Starry Eye Team** held the following events: Meet The Stars, and Honoring The Past and Present.

**Latin Society** held the following events: Besitos de Amistad, Dia del Amor y la Amistad, OxFam Hunger Banquet, Dominican Independence Celebration: Bachata Edition, and Artisanal Paint & Sip Members Meeting.

This concludes all I have for everyone today. Thank you for listening, and have a great evening.

*Vice Chair Lee offered the following remarks.*

It's a fantastic report. I think the ability to convey a lot of information in a digestible fashion is exemplary.

Although you started on stride, you continue making strides. Great job!

## **2. All College Council Chair's Report**

*All College Council Chair, Dr. Christopher Cody, offered the following report.*

Hello, Trustees. It's good to see you all. We want to begin by congratulating our colleagues on earning tenure tonight. All four individuals have worked extremely hard to reach this point, and all are respected faculty mentors. I and the All College Council (ACC) executive board want to congratulate you on this outstanding achievement!

The Muslim Holy Month of Ramadan began on March 10. The prayer space is available for all community members at Gabert Library in JSQ. At NHC, the study room may be reserved for prayer as available. This will also be the first year during which the college calendar observes Eid, celebrated this April 10. The ACC wishes a heartfelt Ramadan Mubarak to all Muslim members of the HCCC community.

March is also Women's History Month, and, today, the HCCC American Chemical Society, the School of STEM, President's Advisory Council on Diversity, Equity and Inclusion (PACDEI), and Saint Peter's University hosted a Women in STEM event in the STEM Building. Next Wednesday, a Women in Business event in the Culinary Building will be held. There are plenty more events happening throughout the month as well.

I want to report that the ACC executive board submitted a proposal recently and was accepted to host a roundtable discussion at this year's NISOD conference in Austin, Texas. The roundtable will focus on lessons learned from our first year as the ACC executive board and will include discussions on the benefits of Hudson's participatory governance model.

The college recently hosted a week-long social justice symposium on teaching and learning, which was a great success - many ACC members moderated, presented in, or attended thought-provoking sessions during the week. Congratulations to Dr. Paula Roberson and her committee on a successful symposium! And congratulations to Dr. Ara Karakashian, who oversees the School of Business, Culinary Arts and Hospitality Management (BCH), which just won the 2024 Inspiring Programs in Business Award. Congrats, Dr. Karakashian and all in BCH! Finally, HCCC recently also won the Bellwether Legacy Award for the Hudson Scholars Program.

Now, on to committee reports:

- Academic Senate, in partnership with Matthew LaBrake and the Online Learning Advisory Council (OLAC), collaborated on proposing two new universal technology statements for HCCC syllabi. A vote was held among all ACC members on whether to approve the statements, and the measure was passed. Henceforth, we recommend the addition of the two universal technology statements in all HCCC syllabi. The committee also continues to review and assess the college's Incomplete policy.
- The Student Affairs Committee did an excellent job working the recent Steve Madden fashion show, where some ACC members participated as models on what to wear and not wear in a professional setting. This event was fun and raised money for the Hudson Helps Resource Center. The event was sponsored by the HCCC Foundation with gold sponsorship support from the Steve Madden shoe company in New York, for which we thank Beata and Raffi Manjikian. The committee also looks forward to participating in events this month, including the Generation Hope conference in New Orleans and the upcoming NJ convening. Finally, the committee continues to work hard on reviewing and assessing the college policy on lactation space for student parents.
- The Development and Planning Committee is organizing the marketing campaign for "Dollars for Scholars," incorporating events each year to drive campus-wide engagement and handouts to efficiently highlight the impact of giving – when you can, and what you can. The committee now maintains a presence to encourage giving at campus-wide events such as the recent Social Justice Symposium Luncheon this past March 1.

- The College Life Committee is gearing up to help with the Steps for Wellness program, which begins on March 18, and is also working with Human Resources to help with Professional Development Day scheduled for Friday, April 12. They are also planning a spring cookout BBQ event for staff and faculty. More details on that to come.
- The Technology Committee is working on wayfinding technology. They reported that many faculty have enrolled in an online self-paced asynchronous course called *Teaching with AI*, and those who complete it will earn a Professional Development badge.
- The Space and Facilities Committee is considering ways to optimize space usage at NHC while searching for a permanent zen zone and prayer room. At JSQ, the STEM Building will have vending machines on or around March 14. The vending machines will be on the first, second, and fifth floors. Both campuses are also doing their best to find locations for lactation rooms.

That concludes my remarks. I want to thank everyone who made this report possible, including ACC Vice Chair Raffi Manjikian, ACC Secretary Sarah Teichman, all the ACC committee members, and the entire college community. Thank you all for your time!

*Vice Chair Lee made a few remarks.*

What was the nature and structure of the Technology Committee's statement?

*Dr. Cody responded.*

There are two new statements. The first was on Honorlock, a technology used to proctor exams virtually. The other would be Turnitin, a technology that replaced Unicheck and is used for plagiarism detection and AI usage detection in student papers. The statements summarize the use of these technologies. The statements were developed by the Academic Senate in collaboration with Matthew LaBrake's Advisory Council.

### **3. *President's Report***

*President Reber offered the following remarks.*

Good evening, Trustees.

Before we begin, I ask you to join me in a moment of silence for victims of war and violence in the Middle East, Ukraine, and throughout the world.

*Moment of Silence.*

Thank you.

We condemn violence and hatred of all kinds, including antisemitism and Islamophobia. We support one another in times of difficulty and strive to be a community that is respectful of and safe for everyone.

Sunday evening marked the beginning of the holy month of Ramadan. Trustees, with your support, we are proud to have established Eid al-Fitr as an HCCC holiday beginning this year. We wish all members of our Muslim community a blessed Ramadan!

Lisa and Chris, thank you for your reports and leadership, and for all you and your team members do for Hudson County Community College!

Since last month's meeting of the Board of Trustees, Hudson County Community College has achieved two highly significant and prestigious national recognitions about which I would like to open my remarks this evening.

Three weeks ago, at the 30<sup>th</sup> anniversary of the Bellwether College Consortium national awards competition in San Antonio, TX, our Hudson Scholars program was awarded the Bellwether Legacy Award

– the Consortium’s highest honor awarded to one institution in the United States, and only once every five years! And, just before that, HCCC was named an *Achieving the Dream Leader College of Distinction* at ATD’s national conference. Achieving the Dream bestows *Leader College of Distinction* designation upon only a few community colleges in recognition of evidence-based outcomes and excellence in promoting and supporting student retention, completion, and the achievement of students’ goals.

These milestone recognitions are the result of the efforts of the entire college community. They are owned by everyone.

Trustees, thank you for your guidance and support that make possible the excellence in service to our students and mission that these awards recognize!

*Vice Chair Lee posed a question.*

How can we maximize the college’s recent success beyond press releases? Is there a more impactful way to capitalize on this momentum?

*President Reber offered a response.*

This is a great and timely question. A number of us met recently to discuss this critical challenge. Now that we have ten badges signifying national awards, we’re exploring how to maximize their impact closer to home.

At national conferences, people approach us and express their awareness of our stellar initiatives and outcomes. However, we want this recognition to extend locally as well.

We are talking with media and community leaders, including Wendy Martinez, to secure more coverage in the English and Spanish-speaking press. This is an important work in progress.

*President Reber resumed his remarks.*

This evening’s agenda includes a resolution to grant tenure to four dedicated, skilled, accomplished, and caring faculty colleagues. We congratulate Instructor of English, Heather Connors; Instructor of Health Sciences, Karen Hosick; Instructor of Mathematics, Laura Samuelson; and Instructor of Accounting, Carrie Rong Xiao.

Trustees, with your approval, these colleagues will be promoted to Assistant Professor with tenure effective next fall. I have asked Vice President for Academic Affairs, Dr. Darryl Jones, to introduce each of our faculty colleagues and invite them to say a few words.

*Dr. Jones offered the following remarks.*

Thank you, Dr. Reber, and good evening, Trustees, colleagues, and guests.

It is always an honor to present our tenure candidates to the college community. I am incredibly proud that we hire and cultivate high-quality faculty in all our disciplines. Their work remains a critical component in the progress toward our strategic plan goals and our ability to provide a quality education to students and make an indelible impact in our community.

These faculty continue to exemplify high standards of teaching excellence, service to the college and community, professional development, and scholarly activities. Tenure candidates compile a tenure portfolio, interview with committee members, and receive a recommendation from their dean.

In addition to their collective 30-plus years of higher education teaching experience, this year’s tenure candidates include a community college graduate, a certified public accountant, a former charter school advisor and teacher, and a fitness trainer. Upon the Trustees’ approval, the faculty will be promoted to Assistant Professor.

### **Karen Hosick, Exercise Science and Personal Fitness Training**

Karen is also the Program Coordinator of the Exercise Science and Personal Fitness Training Program. She holds a Master of Arts in Exercise and Sports Science from the University of North Carolina and a Bachelor in Athletic Training/Exercise Science from Ithaca College.

Karen's personal training certifications include the National Academy of Sports Medicine and the National Athletic Trainers' Association. Before HCCC, she taught courses at Montclair State University. She was a Personal Trainer for the New York Sports Club, the Physiology Lab Manager for the University of Mississippi Medical Center, and an Athletic Trainer for St. Dominic's Hospital.

Karen is a 2023 recipient of the PACDEI Faculty Leadership Award, the NISOD Excellence Award, and the League of Innovation Excellence Award. She serves on various committees, including the Faculty Senate, Online Learning Advisory Council, and the All College Council. Dr. Catherine Sirangelo, her Dean, noted that Karen exemplifies what we expect of a tenured professor: excellence in teaching and service to the College and community.

### **Carrie Rong Xiao, Accounting**

Carrie is a Certified Public Accountant with the California Board of Accountancy. She earned an MBA in Business Administration from Virginia Tech University and is pursuing a doctoral degree at NJCU.

Before HCCC, she was a Professor at the Keller Graduate School of Management of DeVry University. Carrie is the recipient of the 2023 NISOD Excellence Award. She holds multiple certifications, including Finance Essentials for Small Business, Teaching Online, and Marketing Concepts.

She is a member of the American Institutes of Certified Public Accountants, the National Center for Faculty Development and Diversity, and the New Jersey Education Association. Carrie has been described as a productive, talented, and enthusiastic instructor who is deeply concerned about her students. She is passionate about teaching and can always assist her colleagues whenever needed.

### **Heather Connors, English**

Heather holds a Master's in English and Writing Studies from Kean University and a Bachelor's in English from The College of New Jersey. Heather is also a community college graduate, holding an Associate's degree in Liberal Arts/English from Middlesex County College.

Before HCCC, Heather was a Lecturer at Rutgers University and an adjunct faculty member at Kean University and Middlesex County College teaching English. Her professional memberships include the Modern Language Association and the New Jersey College English Association.

She is a recipient of the PEP Teachers Grant and the 2023 NISOD Excellence Award. She serves as the faculty advisor to our Literary Club. Heather is described as an effective teacher who is deeply committed to her students and thoughtful in her pedagogy.

### **Laura Samuelson, Academic Foundations Mathematics**

Laura is the Assessment Coordinator for the School of Social Sciences and Humanities. She holds a Master's Degree in Mathematical Education from New Jersey City University and a Bachelor's of Science Degree in Finance from the University of Albany.

Before HCCC, Laura served as an Advisor to Early to Rise and a Math Resource Teacher at the Hoboken Charter School. She is an active participant on the OER Steering Committee, where she recently created an OER option for Basic Algebra. Her Dean, Dr. Burl Yearwood, remarked that Laura communicates well with her students, encouraging a strong learning atmosphere in her classroom.

Trustees, I would like to take this opportunity to express my gratitude to Dr. Heather DeVries, who chaired the Tenure Review Board; Linda Guastini, who always provides exemplary administrative support; and

those who served on the board. It is a particularly important assignment, and I greatly appreciate the hard work and time that members have contributed to the process. Those who served on the Tenure Review Board are:

Vice President of Human Resources, Anna Krupitskiy; Vice President for DEI, Dr. Yeurys Pujols; Assistant Professor of English, Kathryn Buckley; Director, Center for Teaching, Learning and Innovation, Dr. Paula Roberson; Associate Registrar, Irma Williams; Assistant Professor of English, Karen Galli; Coordinator of Psychology, Craig McLaughlin; Assistant Professor of Medical Assisting Program, Jihan Nakhla; Assistant Professor of Engineering Science, Dr. Clive Li; and Coordinator of Accounting, Lester McRae.

I now ask each faculty member to come forth and offer brief remarks. Thank you!

*Heather Connors offered the following remarks.*

Hi. I'm Heather Connors. Thank you very much for inviting us tonight. I want to take a few moments to thank everyone in the Hudson community who has welcomed and mentored me over the last five years. I also want to thank my family, especially my grandparents and aunt who are here with me today. It is only because of their love that I was able to succeed and that I am here today. I promise to spend the rest of my career paying forward everyone's kindness in this community and their love and support. And thank you very much.

*Carrie Rong Xiao offered the following remarks.*

Good evening, everyone. I'm Carrie Rong Xiao. Thank you for giving me this excellent opportunity to reflect on my tenure journey. I have witnessed the impact of the culture of care and student success in our college. I appreciate the opportunity to work with students, helping them achieve their dreams.

I'm honored to receive my tenure. I want to thank the Trustees, Dr. Reber, Dr. Jones, Dr. DeVries, and Dr. Karakashian.

Thank you for all your guidance, support, and encouragement. I'm fortunate to work with so many amazing colleagues; I could not make it this far without your support.

I'm also grateful to have a supportive husband. He ensures that I can have a peaceful mind every day when working. I understand the expectations for a tenured faculty member. I'm eager to continue working with my colleagues to make the College even more phenomenal. Thank you all.

*Laura Samuelson offered the following remarks.*

Hello, I am Laura Samuelson! Nice to see everyone.

Throughout the years, my driving force has been to offer valuable and positive experiences in the classroom. The work I've accomplished at the college is meaningful and important to me, and, hopefully, it has aided in the growth and improvement of our students and the community. I hope to continue to work for student success and the success of the College. I thank everyone, including my daughters, who are here to support me, and all my colleagues that have supported me. Thank you.

*Karen Hosick offered the following remarks.*

Hi, everyone. I'm Karen Hosick. I want to take this opportunity to thank the Board of Trustees, Dr. Reber, Dr. Jones, Dr. DeVries, and the Tenure Review Committee for all of their hard work. You heard me speak not long ago, so thank you for approving this tonight.

I want to thank the Professional Association for their Tenure Prep events, which helped prepare us for this daunting process. I also want to thank my Dean, Dr. Cathy Sirangelo, for her support over the last five years, and, Kathy Smith Wenning, who hired me as an adjunct professor here. She's the person who introduced me to HCCC.

I also want to thank all of my colleagues throughout the College, especially the School of Nursing and Health Professions, and, in particular, I want to thank the instructors of our program: Liz Piech, Nico Barrios, Asem Alshamah, and Beverly Figueroa.

I have to thank my students, who motivate and inspire me daily.

Last, but certainly not least, I want to thank my family members who are here tonight. My husband, Pete, and my sons, Devin and Ramsey, for their unconditional love and support.

Thank you for this great honor, and I look forward to continuing my work at HCCC and serving the college and the community.

*Michael Ferlise offered the following remarks.*

Greetings, Chairman Netchert, Vice Chair Lee, Trustees, President Reber, guests, and colleagues. I'm Michael Ferlise, a tenured Instructor of Sociology and President of the Professional Association.

I want to take this happy occasion to congratulate our four colleagues, Karen Hosick, Heather Connors, Carrie Rong Xiao, and Laura Samuelson, who are proudly here with their families.

Upon being awarded tenure tonight, and in recognition of their exceptional commitment and contributions to their students, colleagues, and the college, I've had the pleasure of working with each of them to varying degrees over the last few years. I know first hand their dedication, hard work, and the value they bring to our school.

I'm also mindful that our college continues to open tenure-track lines and award tenure at a time when many schools are practicing bottom-line economics. Short-sighted anti-labor policies are abandoning tenure and moving to contingent labor and outsourcing staff with little regard to the overall adverse long-term effects this has on their institution. Both common sense and emerging research support the long-term benefits of having greater numbers of tenure and tenure-track faculty in our institutions, which especially benefits our students as often measured in their increased graduation rates and retention. I have a long list of all the benefits tenure brings to our college.

So, we congratulate Karen, Heather, Carrie, and Laura, our newly tenured colleagues, on their well-deserved achievements and recognition. We also recognize and applaud our college for its more forward-thinking and enlightened policies. Congratulations, all. Thank you.

*President Reber offered closing remarks.*

Thanks so much, Dr. Jones, and congratulations again, Professors Connors, Hosick, Samuelson, and Xiao. You make us all proud!

Immediately following this meeting, we invite everyone to attend a welcome reception for our American Culinary Foundation visiting accreditation team. Our nationally acclaimed culinary programs are undergoing the program reapproval process that we expect will grant continuing national accreditation of these programs for the next seven years. Our culinary and baking programs are among only three in New Jersey accredited by the American Culinary Foundation. The reception is being held this evening until 7:30 p.m. on the first floor of the Culinary Conference Center, and there will be beautiful refreshments.

Trustees, this concludes my report.

## **VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS:**

1. *The Minutes of the Reorganization and Regular Meeting of February 13, 2024 were approved.*
2. *Gifts, Grants, and Contracts Report*

*Hudson County Community College has received the following grant:*

**TITLE:** *Pre-Apprenticeship in Career Education (PACE), Round 3*

**AGENCY:** *State of NJ Department of Labor and Workforce Development, Office of Apprenticeship*

**PURPOSE OF GRANT:** *Apprenticeships/CEWD*

**COLLEGE ADMINISTRATOR:** *Lori Margolin*

**COLLEGE CONTRIBUTION:** *\$0*

**AWARD AMOUNT:** *\$215,563*

*Introduced by: Bakari Lee*  
*Seconded by: Jeanette Peña*

*9 Ayes.....0 Nays*

*Resolutions Adopted*

**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-11:**

1. Resolution Authorizing Additional Services for the Academic Tower to be funded through Chapter 12 at a cost not to exceed \$983,187 was approved.
2. Resolution Authorizing Renewal of Internet Services to be funded from the operating budget at a cost not to exceed \$206,520 was approved.
3. Resolution Authorizing Renewal of Student Services ChatBot Platform for the Office of Enrollment Services to be funded from the operating budget at a cost not to exceed \$42,230 was approved.
4. Resolution Authorizing Renewal of Citrix Virtual Apps and Desktop Software License to be funded from the operating budget at a cost not to exceed \$135,100 was approved.
5. Resolution Authorizing Renewal of Nutanix Acropolis Software License to be funded from the operating budget at a cost not to exceed \$81,084 was approved.
6. Resolution Authorizing Renewal of Cloud Migration and Security Software to be funded from the operating budget at a cost not to exceed \$122,967 was approved.
7. Resolution Authorizing Purchase of Computers for the Gabert Library to be funded from the operating budget at a cost not to exceed \$39,943 was approved.
8. Resolution Authorizing Purchase of Laptops for the STEM Histology Lab to be funded from the operating budget at a cost not to exceed \$21,187 was approved.
9. Resolution Authorizing Renewal of Photography Services for the Office of Communications to be funded from the operating budget at a cost not to exceed \$350 per hour was approved.
10. Resolution Authorizing Sale of Personal Property with proceeds collected to be used for HCCC Foundation scholarships was approved.
11. 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 \$124,545 was approved.

*Introduced by: Bakari Lee*  
*Seconded by: Pamela Gardner*

*9 Ayes.....0 Nays*

*Resolution Adopted*

**VIII. PERSONNEL RECOMMENDATIONS 1-8:**

**1. RESIGNATIONS**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>                                             | <b>Effective Date</b> |
|-------------------|------------------|----------------------------------------------------------|-----------------------|
| Patrizia          | Barroero         | Associate Director, ESL and Academic Foundations English | February 26, 2024     |
| Mary              | Long             | Program Coordinator for Holistic Support                 | February 19, 2024     |
| Melanie           | Suarez           | Admissions Advisor                                       | February 9, 2024      |

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

**2. APPOINTMENT OF FULL-TIME STAFF**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>    | <b>Salary Grade</b> | <b>Effective Date</b> | <b>Annual Salary</b> |
|-------------------|------------------|-----------------|---------------------|-----------------------|----------------------|
| David             | Ayoub            | Support Analyst | 111                 | March 16, 2024        | \$50,113.78          |
| Samuel            | Fernandez        | Support Analyst | 111                 | March 16, 2024        | \$50,113.78          |

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

**3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>                           | <b>Salary Grade</b> | <b>Effective Date</b> | <b>Anticipated End Date</b> | <b>Annual Salary</b> |
|-------------------|------------------|----------------------------------------|---------------------|-----------------------|-----------------------------|----------------------|
| Daniella          | Araoz            | Administrative Support Specialist      | 105                 | March 16, 2024        | May 15, 2024                | \$39,507.89          |
| Luisa             | Carranza         | Administrative Support Specialist, ESL | 105                 | March 16, 2024        | May 15, 2024                | \$39,612.06          |

**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. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>                       | <b>Salary Grade</b> | <b>Effective Date</b> | <b>Anticipated End Date</b> | <b>Annual Salary</b> |
|-------------------|------------------|------------------------------------|---------------------|-----------------------|-----------------------------|----------------------|
| Joanna            | Karnicka         | Instructor, ESL (Non-tenure Track) | INST                | March 16, 2024        | May 14, 2024                | \$56,320.00          |

**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. 4.*

**5. FACULTY TENURE**

*The criteria for tenure include excellence in teaching, in scholarly achievement, in service to the College and community, and in the fulfillment of professional responsibilities. Applications for tenure are reviewed by a Tenure Review Board and recommendations are forwarded through the Chief Academic Officer to the President for approval and presentation to the Board of Trustees.*

*The following faculty are recommended for tenure effective Academic Year 2024-25.*

| <b>First Name</b> | <b>Last Name</b> | <b>New Title</b>             |
|-------------------|------------------|------------------------------|
| Heather           | Connors          | Assistant Professor, Tenured |
| Karen             | Hosick           | Assistant Professor, Tenured |
| Laura             | Samuelson        | Assistant Professor, Tenured |
| Carrie Rong       | Xiao             | Assistant Professor, Tenured |

**RECOMMENDATION:**

*The President, Administration, and Personnel Committee recommend that the Board of Trustees approve tenure for the faculty above as Personnel Recommendation Item No. 5.*

**6. AUTHORIZATION OF PART-TIME STAFF THROUGH MARCH 2025, AS NEEDED**

| <b>FIRST NAME</b> | <b>LAST NAME</b> | <b>DEPARTMENT</b>                              | <b>TITLE</b>                           | <b>POSITION ID</b>           | <b>SUPERVISOR</b>               |
|-------------------|------------------|------------------------------------------------|----------------------------------------|------------------------------|---------------------------------|
| Angelique         | Reeves           | Accessibility Services                         | Notetaker/Reader                       | READER-150525                | Karine Davis                    |
| Katherine         | Vera             | Accessibility Services                         | Notetaker/Reader                       | READER-150525                | Karine Davis                    |
| Anthony           | Baskin           | ADJ Academic Support Services Department       | Tutor                                  | TUTOR-252010                 | Kenny Fabara                    |
| Hafeda            | Benounane        | ADJ Academic Support Services Department       | Tutor                                  | TUTOR-252010                 | Kenny Fabara                    |
| Carmine           | Salerno          | ADJ Academic Support Services Department       | Tutor                                  | TUTOR-252010                 | Kenny Fabara                    |
| Arefa             | Ali              | Continuing Education and Workforce Development | PT Customer Service; PT Academic Coach | CSTAST-102010; ACDCCH-603091 | Chastity Farrell; Maritza Reyes |
| Sridevi           | Ayloo            | Continuing Education and Workforce Development | PT Instructor                          | PTINST-103005                | Catherina Mirasol               |
| Emajonite         | Etienne          | Continuing Education and Workforce Development | PT Instructor                          | PTINST-103005                | Catherina Mirasol               |
| Ivan              | Garcia           | Continuing Education and Workforce Development | PT Instructor                          | PTINST-103005                | Catherina Mirasol               |

|          |                |                                                        |                             |               |                   |
|----------|----------------|--------------------------------------------------------|-----------------------------|---------------|-------------------|
| Patricia | Gonzalez Feliz | Continuing Education and Workforce Development         | PT Healthcare Instructor    | HCINST-604020 | Anita Belle       |
| Dionne   | Kettl          | Continuing Education and Workforce Development         | PT Instructor               | PTINST-103005 | Catherina Mirasol |
| Jorge    | Martinez       | Continuing Education and Workforce Development         | PT Instructor               | PTINST-603094 | Catherina Mirasol |
| Paula    | Olveira        | Continuing Education and Workforce Development         | PT Instructor               | PTINST-102010 | Chastity Farrell  |
| Lissa    | Ramirez        | Continuing Education and Workforce Development         | PT Instructor               | PTINST-603091 | Maritza Reyes     |
| Kimberly | Sumpter        | Continuing Education and Workforce Development         | PT Instructor               | PTINST-102010 | Chastity Farrell  |
| Maryam   | Syed           | Continuing Education and Workforce Development         | PT Instructor               | PTINST-102010 | Chastity Farrell  |
| Marjorie | Taylor         | Continuing Education and Workforce Development         | PT Instructor               | PTINST-603091 | Maritza Reyes     |
| Jessica  | Wohlstetter    | Continuing Education and Workforce Development         | PT Instructor               | PTINST-102010 | Chastity Farrell  |
| Ibraheem | Noubani        | English as a Second Language                           | Academic Coach              | ACDCOH-601013 | Alison Wakefield  |
| Yusef    | Noubani        | English as a Second Language                           | Academic Coach              | ACDCOH-601013 | Alison Wakefield  |
| Melissa  | Cordova        | Information Technology Services                        | Instructional lab assistant | ISTLAB-253025 | Diana Perez       |
| Bhakti   | Gohel          | Information Technology Services                        | Instructional lab assistant | ISTLAB-253025 | Diana Perez       |
| Nandlall | Ramsarran      | Information Technology Services/ Mail Room Copy Center | Customer Service Assistant  | CSASST-253035 | Frederick Medina  |
| Destiny  | Roca           | Information Technology Services/ Mail Room Copy Center | Customer Service Assistant  | CSASST-253035 | Frederick Medina  |
| Heather  | Anderson       | Nursing and Health Professions                         | Skills Lab/Tutor            | TUTOR-101017  | Lori M. Byrd      |

|           |            |                                                   |                      |                  |                          |
|-----------|------------|---------------------------------------------------|----------------------|------------------|--------------------------|
| Daniella  | Dyevoich   | Nursing and Health Professions                    | Tutor                | TUTOR-101016     | Geraldine Kiefer-Necklen |
| Miriam    | Masias     | Nursing and Health Professions                    | Skills Lab Assistant | PTSLA-101017     | Lori M. Byrd             |
| Mariana   | Abdelmalak | President's Office                                | Office Assistant     | Office Assistant | Alexa Riano              |
| Sebastian | Zapata     | Science, Technology, Engineering, and Mathematics | Class Assistant      | CLASST-101015    | Burl Yearwood            |
| Ghina     | Hamdan     | Student Financial Assistance                      | Office Assistant     | OFFFAST-200520   | Sylvia Mendoza           |

**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**

| <b>First Name</b> | <b>Last Name</b> | <b>School/Office</b>                     |
|-------------------|------------------|------------------------------------------|
| Genesis           | Castro           | School of Humanities and Social Sciences |
| Yrlande           | Simon            | School of Nursing and Health Professions |

**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. MODIFICATION TO STAFFING TABLE**

| <b>Current Approved Title</b> | <b>New Title/Classification</b>                         | <b>Incumbent (If applicable)</b> | <b>Salary Grade and Salary Adjustment (If applicable)</b> | <b>Effective Date</b> |
|-------------------------------|---------------------------------------------------------|----------------------------------|-----------------------------------------------------------|-----------------------|
| N/A                           | Associate Director of Hudson Helps, North Hudson Campus | N/A                              | 115                                                       | March 16, 2024        |

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

**RESOLUTION:**

*The Board of Trustees hereby approve the recommendations of the President, Administration, and Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-8.***

*Introduced by: Jeanette Peña  
 Seconded by: Pamela Gardner*

9 Ayes.....0 Nays

*Resolutions Adopted*

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-2:**

1. Resolution Authorizing Agreement Between Hudson County Community College and William Paterson University (WPU) for Preceptorship Experiences for WPU Students in WPU Nursing Programs was approved.
2. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Bergen County Schools of Technology (BCST) was approved.

*Introduced by: Pamela Gardner*  
*Seconded by: Jeanette Peña*

9 Ayes.....0 Nays

*Resolutions Adopted*

**X. NEW BUSINESS**

**XI. ADJOURNMENT at 5:50 p.m.**

*Introduced by: Jeanette Peña*  
*Seconded by: Bakari Lee*

9 Ayes.....0 Nays

*Resolution Adopted*

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

*April 16, 2024*

**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS**

**1. Resolution Authorizing Approval to Develop Property in the Journal Square Area for Permanent Use by Hudson County Community College (Chapter 12)**

*WHEREAS*, Hudson County Community College (“College”) has previously identified and approved certain parcels of property located in the City of Jersey City, New Jersey, as part of the plan to develop a permanent presence in the Journal Square area; and,

*WHEREAS*, the State of New Jersey, beginning with the FY 2025 cycle, will make available to the College through the Chapter 12 Program up to One Million Four Hundred Seventy-One Thousand Seven Hundred Twenty-One Dollars (\$1,471,721) for capital projects, plus additional funds in an amount up to One Million Four Hundred Seventy-One Thousand Seven Hundred Twenty-One Dollars (\$1,471,721) to be provided by County or County Backed Bonds as per Chapter 12 requirements; and,

*WHEREAS*, the Capital Projects Advisory Committee of the College’s Board of Trustees has determined that it is in the best interests of the College, and in conformance with the College’s Facilities Master Plan, to use the above-described funds, totaling up to Two Million Nine Hundred Forty-Three Thousand Four Hundred Forty-Two Dollars (\$2,943,442), to further implement the College’s Facilities Master Plan in Journal Square and all costs related thereto; and,

*WHEREAS*, the Board of Trustees is committed to supporting the annual operating costs and maintenance requirements for any new space to be constructed or acquired as a result of these projects; and,

*WHEREAS*, the Capital Projects Advisory Committee, Administration, and the Finance Committee of the Board of Trustees have approved this request for funding;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College (“Trustees”) approve up to Two Million Nine Hundred Forty-Three Thousand Four Hundred Forty-Two Dollars (\$2,943,442) to implement the College’s Facilities Master Plan in Journal Square.

**BE IT FURTHER RESOLVED** that the Board of Trustees request the Hudson County Community College Board of School Estimate and Hudson County Board of Commissioners to make such certifications and enter into such agreements with the State of New Jersey for Chapter 12 funds as are required by the College to avail itself of the funds noted above for the undertaking of Capital Projects, including but not limited to: HCCC Tower, 71 Sip Avenue, 263 Academy Street, and 161 Newkirk Street, all as listed in the HCCC Master Plan, and any other projects that may be included therein, and also including all work and equipment necessary and incidental to the projects in the Journal Square area of Jersey City, New Jersey, for the purpose of further implementing the College’s Facilities Master Plan and all costs related thereto.

**BE IT FUTHER RESOLVED** that the Board of Trustees request the Hudson County Community College Board of School Estimate to endorse, and the Board of County Commissioners to provide, such additional funding as may be required to meet the total cost of the projects described herein.

## 2. Resolution Approving 2025 Operating Budget

### **REPORT/BACKGROUND:**

**The proposed College FY 2025 Operating Budget is \$79,483,780. Following are guiding principles for development of the 2025 budget, which are conservative.**

- Continue to reduce, where possible, administrative and operating expenses in all areas of the College.
- Continue to honor all contractual provisions with internal unions, confidential staff, and external service providers.
- Continue to grow enrollment and increase retention, informed by outcomes measured under the highly successful and award-winning Hudson Scholars Program.
- Advocate a 2% increase in FY 2025 Hudson County appropriation.
- Project level FY 2025 enrollment from 2023-24 (conservative).

**The proposed Fiscal Year 2025 budget is based on the following assumptions regarding funding sources:**

- Tuition and Fees – 4% increase to cover the College's contractual obligations.
- General Fee - \$2 increase to support Parking Expenses.
- Student Life Fee - \$1 increase to support development of the new Athletics Program.
- Technology Fee - \$4 increase to support cyber security mandates and hardware.
- County Appropriation - 2% increase to continue to support the College's operating costs.
- State Appropriation - level with 2024 appropriation less \$1,500,000 to address Governor's proposed FY 2025 reduction to Community Colleges.
- Other Revenue - level from FY 2024.
- Reduce out-of-state and international tuition and set at the out-of-county rate, consistent with practices at other community colleges, to continue to grow enrollment.

**The proposed FY 2025 budget by funding source is as follows:**

### **FUNDING SOURCE AMOUNT (%)**

|                                                                                                 |                     |             |
|-------------------------------------------------------------------------------------------------|---------------------|-------------|
| Tuition and Fees                                                                                | \$43,803,023        | 55%         |
| County Appropriation                                                                            | \$21,728,948        | 27%         |
| State Appropriation                                                                             | \$9,737,494         | 13%         |
| Other Revenue                                                                                   | \$2,600,000         | 3%          |
| Higher Education Emergency Relief Fund (HEERF) Earned In Prior Year Net Position (if necessary) | \$1,614,315         | 2%          |
| <b>Total</b>                                                                                    | <b>\$79,483,780</b> | <b>100%</b> |

*This is a conservative budget that reflects a 9% increase over the 2024 operating budget. This budget will meet contractual obligations, increased parking expenses, support for athletics program development, technology cyber security mandates and hardware, and costs for Textbook Equity Strategic Plan. Retained federal stimulus funds will be used if necessary to balance the budget in tandem with the projected funding sources.*

### **RECOMMENDATION:**

*The Administration and Finance Committee recommend that the Board of Trustees approve the Fiscal Year 2025 Operating Budget in the amount of \$79,483,780.*

**3. Resolution Authorizing Award of Contract for Ground Maintenance Services at the Culinary Arts Plaza and 263 Academy Street**

**WHEREAS**, Hudson County Community College (“College”) requires ground maintenance services for landscape and site improvements at the Culinary Arts Plaza and 263 Academy Street (“Project”); and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64-25.3, the College publicly advertised for bids for the Project; and,

**WHEREAS**, the College received the following bid in response to the public advertisement:

| <u>Vendor</u>                         | <u>Location</u> | <u>Cost</u> |
|---------------------------------------|-----------------|-------------|
| Ascape Landscape & Construction Corp. | Blauvelt, NY    | \$218,210   |

**WHEREAS**, the College has determined that Ascape Landscape & Construction Corp. (“Ascape”) is the lowest responsible bidder; and,

**WHEREAS**, the amount of \$109,472.78 is being funded from the Trees for Schools Grant with remaining balance funded through Chapter 12; and,

**WHEREAS**, planting has to be completed by May 31, 2024 in order to correspond with the grant and obtain funding; and,

**WHEREAS**, the Capital Projects Advisory Committee, Administration, and the Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Ascape Landscape & Construction Corp. of Blauvelt, New York, for the Project at a cost not to exceed \$218,210.

**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 Additional Services for the 119 Newkirk Street Parking Stackers**

**WHEREAS**, Hudson County Community College (“College”) requires additional architectural and engineering services to create a stormwater management system (“Services”) for the parking stackers site at 119 Newkirk Street (“Project”); and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (1), the Services are exempt from public bidding as they are professional services; and,

**WHEREAS**, DiCara Rubino Architects (“DRA”), a licensed architectural/engineering firm approved by the Board of Trustees to provide on-call services in August 2023, submitted a proposal for the Additional Services Request (“ASR”) at a cost not to exceed \$24,900; and,

**WHEREAS**, the cost of these services will be funded through Chapter 12; and,

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend approving the Services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College approve the Services with DiCara Rubino Architects of Wayne, New Jersey, as described herein at a cost not to exceed \$24,900.

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

**5. Resolution Authorizing Agreement for Monthly Parking with Square Parking LLC**

**WHEREAS**, Hudson County Community College (“College”) needs to provide parking for faculty and staff due to the loss of the Enos and Jones parking lots which is the future site of the Academic Tower; and,

**WHEREAS**, the College wishes to acquire the right to use forty-six (46) parking spaces within Square Parking LLC (“SP”) properties; and,

**WHEREAS**, the locations include Square Ramp (Loews) at 808 Pavonia Avenue, Welcome Parking at 10 Enos Place, and Welcome Parking at Newkirk Street; and,

**WHEREAS**, pursuant to N.J.S.A 18A:64A-12 (l), the board of trustees of a county college may acquire, lease and use property that is necessary for college purposes; and,

**WHEREAS**, SP has submitted a proposal to provide forty-six (46) parking spaces for a total cost not to exceed \$283,200 for two (2) years; and,

**WHEREAS**, the anticipated term is two (2) years; and,

**WHEREAS**, the cost of the parking spaces 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 agreement with Square Parking LLC of Jersey City, New Jersey, for forty-six (46) monthly parking spaces at a cost not to exceed \$283,200.

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

**6. Resolution Authorizing Purchase of Computers for the Center for Adult Transition (CAT) Simulation Lab**

**WHEREAS**, Hudson County Community College (“College”) needs to purchase eleven (11) computers and one (1) hub monitor (“computer systems”) for the Center for Adult Transition (CAT) Simulation Lab; and,

**WHEREAS**, pursuant to N.J.S.A 18A:64A:25.9, the College may, without public advertisement, purchase goods and/or services through State contracts; and,

**WHEREAS**, Dell (New Jersey State Contract #89967) has quoted a price for the computer system and monitor at a cost not to exceed \$44,457; and,

**WHEREAS**, the cost of these services will be funded from the Adult Transition Center 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 Dell of Round Rock, Texas, to provide the computers and hub monitor as described herein at a cost not to exceed \$44,457.

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

**7. Resolution Authorizing Purchase of Computers for the Cybersecurity Program to be Funded by the Carl D. Perkins Grant**

*WHEREAS*, Hudson County Community College (“College”) needs to purchase twenty-four (24) computers for the College’s Cybersecurity program; and,

*WHEREAS*, pursuant to N.J.S.A 18A:64A:25.9, the College may, without public advertisement, purchase goods and/or services through State contracts; and,

*WHEREAS*, Dell (New Jersey State Contract #89967) has quoted a price for the computers at a cost not to exceed \$46,785; and,

*WHEREAS*, the cost of the computers will be funded through the Carl D. Perkins 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 Dell of Round Rock, Texas, to provide the computers as described herein at a cost not to exceed \$46,785.

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

**8. Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program to be Funded by the Carl D. Perkins Grant**

*WHEREAS*, Hudson County Community College (“College”) offers an undergraduate program for students pursuing a Registered Nursing Degree (“Program”); and,

*WHEREAS*, Kaplan Test Prep, a division of Kaplan, Inc. (“Kaplan”), has developed proprietary materials, including the NCLEX-RN Review Course (“Review Course”), to test students’ knowledge and help students prepare for the Registered Nursing exam; and,

*WHEREAS*, pursuant to N.J.S.A. 18A:64A-25.5 (a) (3), the College may, without public advertising for bids or bidding therefore, make, negotiate or award a contract for materials or supplies that are not available from more than one potential bidder, including without limitation materials or supplies that are copyrighted; and,

*WHEREAS*, the College has determined it is in the best interests of the Program to enter into a contract with Kaplan so that the Program’s students will have access to the Review Course including support and maintenance from Kaplan; and,

*WHEREAS*, Kaplan submitted a proposal to provide materials at a cost not to exceed \$195 per academic term per student, which represents an 8% increase from the prior year; 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 Kaplan, Inc. of Fort Lauderdale, Florida, for the Review Course, with fees as set forth above.

**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 1-8.**

1) Resolution Authorizing Approval to Develop Property in the Journal Square Area for Permanent Use by Hudson County Community College (Chapter 12); 2) Resolution Approving 2025 Operating Budget; 3) Resolution Authorizing Award of Contract for Ground Maintenance Services at the Culinary Arts Plaza and 263 Academy Street; 4) Resolution Authorizing Additional Services for the 119 Newkirk Street Parking Stackers; 5) Resolution Authorizing Agreement for Monthly Parking with Square Parking LLC; 6) Resolution Authorizing Purchase of Computers for the Center for Adult Transition (CAT) Simulation Lab; 7) Resolution Authorizing Purchase of Computers for the Cybersecurity Program to be Funded by the Carl D. Perkins Grant; and 8) Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program to be Funded by the Carl D. Perkins Grant.

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**DATE:** April 16, 2024

|                          |       |
|--------------------------|-------|
| DeFazio, Edward          | _____ |
| 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**

*April 16, 2024*

**VIII. PERSONNEL RECOMMENDATIONS**

**1. RESIGNATIONS**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>                                                | <b>Effective Date</b> |
|-------------------|------------------|-------------------------------------------------------------|-----------------------|
| Caroline          | Arreaga          | Social Worker                                               | May 17, 2024          |
| Samantha          | Ceballo          | Senior Assistant Director                                   | April 1, 2024         |
| Afrodita          | Hernandez        | Student Success Coach, Gateway to Innovation (Grant-funded) | March 1, 2024         |
| Elizabeth         | Ryan             | Senior Assistant Director                                   | March 31, 2024        |
| Pedro             | Santiago         | Assistant Director, Student Life                            | March 8, 2024         |

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

**2. APPOINTMENT OF FULL-TIME STAFF**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>                                                                                      | <b>Salary Grade</b> | <b>Effective Date</b> | <b>Annual Salary</b> |
|-------------------|------------------|---------------------------------------------------------------------------------------------------|---------------------|-----------------------|----------------------|
| Reda              | Agourram         | Support Analyst                                                                                   | 111                 | April 17, 2024        | \$ 50,113.00         |
| Jamilah           | Moudiab          | Director, Diversity, Equity and Inclusion for Veterans Affairs and International Student Services | 119                 | April 17, 2024        | \$ 92,000.00         |
| Thomas            | Stokes           | Development Manager                                                                               | 117                 | May 1, 2024           | \$ 113,776.14        |

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

**3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>                                                 | <b>Salary Grade</b> | <b>Effective Date</b> | <b>Anticipated End Date</b> | <b>Annual Salary</b> |
|-------------------|------------------|--------------------------------------------------------------|---------------------|-----------------------|-----------------------------|----------------------|
| Denisse           | Carrasco         | Healthcare Coordinator, Gateway to Innovation (Grant-funded) | 109                 | May 1, 2024           | June 30, 2024               | \$ 47,479.50         |
| Laurice           | Dukes            | Associate Director, Gateway to Innovation (Grant-funded)     | 113                 | May 1, 2024           | June 30, 2024               | \$ 61,800.00         |
| Evani             | Greene           | Student Success Coach, Gateway to Innovation (Grant-funded)  | 109                 | May 1, 2024           | June 30, 2024               | \$ 47,479.50         |
| Rossella          | Lopez            | Admissions Advisor                                           | 109                 | April 13, 2024        | June 30, 2024               | \$ 47,202.93         |
| Amanda            | Luskin           | Coordinator                                                  | 109                 | April 17, 2024        | December 31, 2024           | \$ 47,202.93         |
| Maria Lita        | Sarmiento        | Alumni Manager, Gateway to Innovation (Grant-funded)         | 112                 | May 1, 2024           | June 30, 2024               | \$ 57,768.58         |

**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 APRIL 2025, AS NEEDED

| <b>FIRST NAME</b> | <b>LAST NAME</b>     | <b>DEPARTMENT</b>                              | <b>TITLE</b>       | <b>POSITION ID</b>           | <b>SUPERVISOR</b>                |
|-------------------|----------------------|------------------------------------------------|--------------------|------------------------------|----------------------------------|
| Phill             | Carrillo             | ADJ Academic Support Services                  | CRN Academic Coach | CRN Academic Coach 21-603020 | Kenny Fabara                     |
| Gabriela          | Hoffman              | ADJ Academic Support Services                  | Tutor              | TUTOR 11-252010              | Kenny Fabara                     |
| Laura             | Robertson            | ADJ Academic Support Services                  | CRN Academic Coach | CRN Academic Coach 21-603020 | Kenny Fabara                     |
| Sawsan            | Sider                | ADJ Academic Support Services                  | Tutor              | TUTOR 11-252010              | Kenny Fabara                     |
| Elizabeth         | Ryan                 | Advisement                                     | Advisement         | PT ADVISOR-HUDSON SCHOLARS   | Gretchen Schulthes               |
| Ximena            | Arenas Valle         | Continuing Education and Workforce Development | PT Instructor      | PTINST-103005                | Catherina Mirasol                |
| Pilar             | Arsenec              | Continuing Education and Workforce Development | PT Mentor          | MENTOR-603091                | Maritza Reyes                    |
| Kiri              | Bermack              | Continuing Education and Workforce Development | PT Instructor      | PTINST-102010                | Chastity Farrell                 |
| Jacquelyn         | Bird                 | Continuing Education and Workforce Development | PT Instructor      | PTINST-102010                | Chastity Farrell                 |
| Vincent           | Borrelli             | Continuing Education and Workforce Development | PT Instructor      | PTINST-103005                | Catherina Mirasol                |
| Martine           | Cadet                | Continuing Education and Workforce Development | PT Instructor      | PTINST-102010                | Chastity Farrell                 |
| Trinidad          | Dela Rosa            | Continuing Education and Workforce Development | PT Instructor      | PTINST-103005                | Catherina Mirasol                |
| Belen             | Deri                 | Continuing Education and Workforce Development | PT Instructor      | PTINST-103005                | Catherina Mirasol                |
| Carlos            | Fernandez-Chinchilla | Continuing Education and Workforce Development | PT Instructor      | PTINST-103005; PTINST-603091 | Catherina Mirasol; Maritza Reyes |
| Jonathan          | Goodman              | Continuing Education and Workforce Development | PT Instructor      | PTINST-103005                | Catherina Mirasol                |
| Djouher           | Hamadou              | Continuing Education and Workforce Development | PT Mentor          | MENTOR-603091                | Maritza Reyes                    |

|           |                   |                                                |               |               |                   |
|-----------|-------------------|------------------------------------------------|---------------|---------------|-------------------|
| George    | Haniotis          | Continuing Education and Workforce Development | PT Instructor | PTINST-102010 | Chastity Farrell  |
| Velia     | Hoffman           | Continuing Education and Workforce Development | PT Instructor | PTINST-102010 | Chastity Farrell  |
| Mary      | Ibrahim           | Continuing Education and Workforce Development | PT Instructor | PTINST-102010 | Chastity Farrell  |
| Inez      | Johnson           | Continuing Education and Workforce Development | PT Instructor | PTINST-103005 | Catherina Mirasol |
| Felicia   | Kazin Penchina    | Continuing Education and Workforce Development | PT Instructor | PTINST-103005 | Catherina Mirasol |
| Christine | Kelly             | Continuing Education and Workforce Development | PT Instructor | PTINST-102010 | Chastity Farrell  |
| Paola     | Leon              | Continuing Education and Workforce Development | PT Instructor | PTINST-102010 | Chastity Farrell  |
| Johanna   | Mejia             | Continuing Education and Workforce Development | PT Instructor | PTINST-102010 | Chastity Farrell  |
| Maurice   | Patterson         | Continuing Education and Workforce Development | PT Instructor | PTINST-103005 | Catherina Mirasol |
| Camila    | Pazmino-Izquierdo | Continuing Education and Workforce Development | PT Mentor     | MENTOR-603091 | Maritza Reyes     |
| Perla     | Peralta           | Continuing Education and Workforce Development | PT Instructor | PTINST-102010 | Chastity Farrell  |
| Misti     | Proenza           | Continuing Education and Workforce Development | PT Mentor     | MENTOR-603091 | Maritza Reyes     |
| Joanne    | Rivera            | Continuing Education and Workforce Development | PT Mentor     | MENTOR-603091 | Maritza Reyes     |
| Jose      | Sanchez           | Continuing Education and Workforce Development | PT Instructor | PTINST-102010 | Chastity Farrell  |
| Elizabeth | Santiago          | Continuing Education and Workforce Development | PT Instructor | PTINST-102010 | Chastity Farrell  |

|           |                  |                                                |                                    |                                 |                               |
|-----------|------------------|------------------------------------------------|------------------------------------|---------------------------------|-------------------------------|
| Norman    | Smart            | Continuing Education and Workforce Development | PT Coordinator                     | PTCORD-603091                   | Maritza Reyes                 |
| Rene      | Sorto            | Continuing Education and Workforce Development | PT Instructor                      | PTINST-102010                   | Chastity Farrell              |
| Cynthia   | Srednicki        | Continuing Education and Workforce Development | PT Instructor                      | PTINST-102010                   | Chastity Farrell              |
| Jose      | Torre            | Continuing Education and Workforce Development | PT Instructor                      | PTINST-103005                   | Catherina Mirasol             |
| Sam       | Varghese         | Continuing Education and Workforce Development | PT Healthcare Instructor           | HCINST-103005 and HCINST-601515 | Anita Belle; Samaya Yashayeva |
| Marolla   | Youakim          | Continuing Education and Workforce Development | PT Mentor                          | MENTOR-603091                   | Maritza Reyes                 |
| Shafique  | Naveed           | Equal Opportunity Fund                         | Educational Opportunity Fund (EOF) | EOFTUT-150515                   | Jose Lowe                     |
| Arnoush   | Abedian          | Financial Aid                                  | Office Assistant                   | OFFAST-200520                   | Sylvia Mendoza                |
| Zurisadai | Aguirre          | Financial Aid                                  | PT Office Assistant                | 200520                          | Sylvia Mendoza                |
| Giovanna  | Machado- Requena | Financial Aid                                  | PT Office Assistant                | 200520                          | Sylvia Mendoza                |
| Sidney    | Soogrim          | Financial Aid                                  | PT Office Assistant                | 200520                          | Sylvia Mendoza                |
| Rebekah   | Isaac            | Human Resources                                | HR Administrator                   | HR-ADMIN                        | Anna Krupitskiy               |
| Susannah  | Pryce            | Humanities and Social Sciences                 | Figure Model                       | OFFAST-101025                   | Laurie Riccadonna             |
| Ronnie    | Feliz            | Information Technology Services                | Instructional Lab Assistant        | ISTLAB-253025                   | Diana Perez                   |
| Thomas    | Larson           | Mental Health Counseling and Wellness          | PT Social Worker                   | PTSW-252033                     | Doreen Pontius-Molos          |
| Devika    | Puran            | Nursing and Health Professions                 | Skills Lab/Tutor                   | TUTOR-101017                    | Eva Racine                    |

**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**

| <b><i>First Name</i></b> | <b><i>Last Name</i></b> | <b><i>School/Office</i></b>    |
|--------------------------|-------------------------|--------------------------------|
| Abu Muhammad             | Faisal                  | STEM                           |
| Mariko                   | Nakane                  | Humanities and Social Sciences |

**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

| <b>Current Approved Title</b>                     | <b>New Title/Classification</b>                                                             | <b>Incumbent (If applicable)</b> | <b>Salary Grade and Salary Adjustment (If applicable)</b>                                     | <b>Effective Date</b> |
|---------------------------------------------------|---------------------------------------------------------------------------------------------|----------------------------------|-----------------------------------------------------------------------------------------------|-----------------------|
| Social Worker                                     | Mental Health Counselor                                                                     | Deliana Acosta                   | Salary Grade<br>From: 108<br>To: 113<br>Salary Change<br>From: \$52,045<br>To: 60,376.80      | April 16, 2024        |
| Manager, Purchasing                               | Associate Director, Purchasing                                                              | Liliam Hogan                     | Salary Grade<br>From: 113<br>To: 115<br>Salary Change<br>From: \$74,724.65<br>To: \$82,233.37 | April 16, 2024        |
| Vice President for Advancement and Communications | Vice President for Advancement and Communications and Executive Director of HCCC Foundation | Nicole B. Johnson                | N/A                                                                                           | April 16, 2024        |
| Financial Advisor                                 | Assistant Director of Financial Aid                                                         | Ana Moran                        | Salary Grade<br>From: 109<br>To: 113<br>Salary Change<br>From: \$66,384.12<br>To: \$70,790.45 | April 16, 2024        |
| Director, Mental Health and Counseling            | N/A                                                                                         | Doreen Pontius                   | Salary Change:<br>From: \$76,112<br>To: \$83,112                                              | April 16, 2024        |
| Associate Dean, Advisement                        | N/A                                                                                         | Gretchen Schulthes               | Salary Change:<br>From: 88,255<br>To: \$100,000                                               | April 16, 2024        |
| Director, Institutional Research                  | Assistant Vice President, Institutional Research and Planning                               | John Urgola                      | Salary Grade<br>From: 119<br>To: 120<br>Salary Change<br>From: \$77,611<br>To: \$100,000      | April 16, 2024        |
| Coordinator, Hudson Helps                         | Basic Needs Social Worker                                                                   | N/A                              | Salary Grade<br>Change<br>From: 109<br>To: 111                                                | April 16, 2024        |
| N/A                                               | Student Success Coach, Waterworks Utility Program (Grant-funded)                            | N/A                              | Salary Grade 109                                                                              | April 16, 2024        |

**RECOMMENDATION:**

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

## 7. RESOLUTION TO GRANT EMERITUS/EMERITA STATUS

**WHEREAS**, the Board of Trustees ("Board") approved a Policy on Emeritus/Emerita Status to recognize contributions of long-serving and distinguished faculty and staff upon retirement from Hudson County Community College; and,

**WHEREAS**, the following individuals served the College with evidence of substantive contributions and distinguished service to the College in conformance with approved emeritus/emerita status criteria:

| <b>Name</b>      | <b>Proposed Title</b>           | <b>Discipline</b>              |
|------------------|---------------------------------|--------------------------------|
| Joseph Colicchio | Associate Professor Emeritus    | Humanities and Social Sciences |
| Elaine Foster    | Professor Emerita               | Humanities and Social Sciences |
| Lloyd Kahn       | Professor Emeritus (Posthumous) | STEM                           |
| David Rosenthal  | Professor Emeritus (Posthumous) | STEM                           |

**WHEREAS**, the President, Administration, and Personnel Committee recommend granting Emeritus/Emerita Status to the individuals noted in this Resolution;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees grant Emeritus/Emerita Status to the individuals above.

**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 Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-7.**

1) Resignations; 2) Appointment of Full-time Staff; 3) Appointment of Temporary Full-time Staff; 4) Authorization of Part-time Staff, as Needed; 5) Appointment of New Hire Adjunct Instructors; 6) Modifications to Staffing Table; and 7) Resolution to Grant Emeritus/Emerita Status.

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**DATE:** April 16, 2024

DeFazio, Edward \_\_\_\_\_  
 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**

*April 16, 2024*

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS**

**1. Resolution Authorizing Recognition of April 2024 as Hudson County Community College Month**

*WHEREAS, the more than thirteen hundred community and technical colleges in the United States, public and private, have contributed enormously to the richness and accessibility of American higher education; and,*

*WHEREAS, by providing educational opportunities at costs and locations accessible to all who are qualified, community and technical colleges have greatly enhanced the opportunity for every ambitious student to enter a postsecondary school program, and as community-based institutions, our schools provide varied programs and offer specialized training for more than one thousand occupations; and,*

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

*WHEREAS, the 2017 Equality of Opportunity Project ranked the College in the top 5% of 2,200 education institutions for improving students’ social mobility; and,*

*WHEREAS, the College’s Foundation has raised over \$3.5 million for student scholarships to date; and,*

*WHEREAS, the College has awarded over \$2.6 million to 1,228 students through the Community College Opportunity Grant in Academic Year 2023-2024; and,*

*WHEREAS, the College is the largest of four higher education institutions in Hudson County with an unduplicated enrollment of approximately 20,000 credit and non-credit students, and operates campuses in Jersey City and Union City as well as an off-site location in Secaucus at the Hudson County Schools of Technology Frank J. Gargiulo Campus; and,*

*WHEREAS, the College has invested in facilities that support students’ learning and overall success such as a state-of-the-art STEM building, an award-winning library building, a signature culinary arts building, a studio theatre classroom, a Bloomberg Finance lab, a park outside of 161 Newkirk Street, a new student center located at 81 Sip Avenue, a comprehensive campus in Union City at which a new café was recently installed, and a forthcoming comprehensive center dedicated to student success; and,*

*WHEREAS, the College offers more than 90 degree and certificate programs, including nationally recognized and accredited programs in Culinary Arts, a Computer Science Cybersecurity program that has been recognized as a Center of Academic Excellence by the National Security Agency, and a Medical Assisting program that was awarded programmatic accreditation from the Commission on Accreditation of Allied Health Education Programs; and,*

*WHEREAS, the College has engaged with local K-12, university, and industry partners to provide students with a wide array of academic and career pathways, including Eastern Millwork, Inc. in the field of Advanced Manufacturing, the International Brotherhood of Electrical Workers Local 164 in the field of Construction Management, and the International Union of Operating Engineers Local 825 in the field of Technical Studies; and,*

**WHEREAS**, 13 students in the College's Early College Program earned associate degrees ahead of their high school diplomas in May 2023; and,

**WHEREAS**, the College has developed new academic programs in Metalworking, Construction Technology, Construction Administration, and Cannabis Studies, and has experienced significant growth in its inventory of courses and programs that are delivered fully online to meet the needs of the local community and labor market; and,

**WHEREAS**, the School of Science, Technology, Engineering, and Mathematics received "Insight Into Diversity" Magazine's 2023 "Inspiring Programs in STEM" award and the School of Business, Culinary Arts, and Hospitality Management received "Insight Into Diversity" Magazine's 2024 "Inspiring Programs in Business" Award; and,

**WHEREAS**, the College was awarded a Title V grant through the U.S. Department of Education in the amount of \$3 million to expand educational opportunities and promote academic attainment of students, with a focus on Hispanic and Latino students, through "The Golden Door/La Puerta Dorada" project; and,

**WHEREAS**, to date, 272 students have been awarded the Proficiency Certificate in ESL; and,

**WHEREAS**, the School of Continuing Education and Workforce Development's "Gateway to Innovation" Program received an award of \$25,000 from Citizens Philanthropic Foundation; and,

**WHEREAS**, the College has partnered with the Hudson County Department of Housing and Community Reintegration and the New Jersey Reentry Corporation (NJRC) to provide education and training programs that lead to gainful employment for individuals who are currently, or were previously, incarcerated; and,

**WHEREAS**, HCCC has received \$150,000 to date from the All Within My Hands Foundation's Metallica Scholars Initiative Award for its Welding program at NJRC; and,

**WHEREAS**, in partnership with NJRC, the College received more than \$300,000 from the New Jersey Council of County Colleges to offer a Summer Training Institute for 175 court-involved young adults; and,

**WHEREAS**, 28 members of the College's faculty and staff have been celebrated for their commitment to professional development as recipients of the 2024 National Institute for Staff and Organizational Development (NISOD) Excellence Award and 25 faculty and staff have been acknowledged with the League for Innovation in the Community College's League Excellence Award in 2024; and,

**WHEREAS**, members of HCCC's faculty have been celebrated for their commitment to student success as recipients of the American Association of Community College's Dale P. Parnell Faculty Distinction Recognition in 2019, 2020, 2023, and 2024, and the Association of Community College Trustees' (ACCT) Northeast Regional Faculty Member Award in 2021; and,

**WHEREAS**, 72 faculty have earned at least one Association of College and University Educators (ACUE) teaching credential to date; and,

**WHEREAS**, HCCC was named as finalist for seven of 11 American Association of Community Colleges (AACC) 2024 Awards of Excellence and was named a winner in three of those categories: CEO of the Year, Faculty Member of the Year, and Student Success; and,

**WHEREAS**, two HCCC employees were selected to participate in the 2023-24 Hispanic Association of Colleges and Universities (HACU) Leadership Programs; and,

**WHEREAS**, 22 new full-time, tenure-track faculty were appointed over the last two years; and,

**WHEREAS**, the College is committed to supporting students beyond the classroom by promoting a culture of care across its campuses that includes food pantries on both campuses, a clothing closet, mental health counseling services, and an emergency fund for students' use, and has been awarded the Campus Prevention Network Seal of Prevention by Vector Solutions; and,

**WHEREAS**, HCCC has received significant grant funding from Aspen Institute's Ascend Parent Advisors, the Ellucian Foundation, and the PSE&G Foundation to advance its culture of care; and,

**WHEREAS**, in support of its commitment to serving student-parents, HCCC joined Generation Hope's "Family U" Program in 2023; and,

**WHEREAS**, the College has maintained a commitment to innovation and leadership in higher education by investing federal stimulus funding to create the Hudson Scholars program, which is a developed-to-scale student success program that has received national recognition; and,

**WHEREAS**, the College's Hudson Scholars Program was recognized with the 2023 National Bellwether Award for Instructional Programs and Services, the 2024 National Bellwether Legacy Award, and a prestigious \$100,000 signature grant from The Provident Bank Foundation; and,

**WHEREAS**, through its engagement with the Aspen Institute and American Association of State Colleges and Universities' Transfer Intensive Program, HCCC developed a robust transfer pathway, the CONNECT Program, with New Jersey City University, which is the transfer destination for the majority of HCCC students; and,

**WHEREAS**, the College has maintained a laser-like focus on student success through its engagement with Achieving the Dream and has experienced an increase of 77% in its 3-year graduation rate over the past 4 years while anticipating another significant increase in 2024; and,

**WHEREAS**, the College was recognized in February 2024 as a Leader College of Distinction by Achieving the Dream and successfully completed its engagement with Achieving the Dream's Racial Equity Leadership Academy (RELA 2.0); and,

**WHEREAS**, the College is a leader among its peers for its President's Advisory Council on Diversity, Equity, and Inclusion (PACDEI), its DEI Action Plan, and its programming and professional development opportunities around social justice issues, particularly its DEI Student Passport Program; and,

**WHEREAS**, the College's Center for Teaching, Learning, and Innovation hosted its third annual Teaching and Learning Symposium on Social Justice in Higher Education, which consisted of 62 presenters and attracted 1,398 attendees from 114 four-year institutions and 47 community colleges in 31 states as well as participants from two international colleges and many state, civil, and social service organizations; and,

**WHEREAS**, the College was recognized for its Diversity, Equity and Inclusion initiatives as the recipient of the "INSIGHT Into Diversity" 2023 Higher Education Excellence in Diversity (HEED) Award for the third consecutive year; and,

**WHEREAS**, the College was recognized for the third consecutive year as a Most Promising Place to Work in Community Colleges by the National Institute for Staff and Organizational Development (NISOD) and "Diverse: Issues in Higher Education"; and,

**WHEREAS**, the College was recognized as a 2023 "Great College to Work For" by ModernThink and received special designation as a "Great Colleges to Work For" Honor Roll institution; and,

**WHEREAS**, the College received the Hispanic Association of Colleges and Universities (HACU) Outstanding Member Institution Award and was selected to host a "HACU on the Road" event on its Journal Square Campus; and,

**WHEREAS**, HCCC students have been celebrated as recipients of the Jack Kent Cooke Scholarship, the Goldwater Scholarship, the DREAM Scholar recognition, the Harvey Lincoln Student Scholarship, and the Kaplan Leadership Scholarship, among others; and,

**WHEREAS**, the College has two student semi-finalists for the 2024 Jack Kent Cooke Scholarship; and,

**WHEREAS**, the HCCC Beta Alpha Phi chapter of Phi Theta Kappa (PTK) International Honor Society has earned the distinction of Five Star Chapter Status, which is Phi Theta Kappa's highest level of recognition; and,

**WHEREAS**, Dr. Chris Reber has been recognized as a Phi Theta Kappa (PTK) Honor Society Paragon President and in 2024 will receive PTK International Honor Society's most prestigious award, the Shirley B. Gordon Award of Distinction; and,

**WHEREAS**, College leaders have been recognized with the following awards from PTK: PTK 2022 Distinguished College Administrator Award and PTK 2022, 2023 and 2024 Continued Excellence Award for Advisors; and,

**WHEREAS**, President Reber was recognized with the Association of Community College Trustees (ACCT) 2022 Northeast Regional Chief Executive Officer Award, the 2022 Education Leader Award by the Hispanic State Parade of New Jersey, the Hudson County Chamber of Commerce 2021 "Legends Spirit Award," and, for the third consecutive year, was named to the NJBIZ Education Power 50 List; and,

**WHEREAS**, President Reber was honored in 2023 by Hudson County Latin American Chamber of Commerce as Education Leader of the Year and has the distinction of being the only community college president invited to serve on the national Business Higher Education Forum (BHEF); and,

**WHEREAS**, Board of Trustees Chair William Netchert was recognized as the 2019 Association of Community College Trustees M. Dale Ensign Trustee of the Year for the Northeastern United States; and,

**WHEREAS**, Board of Trustees Vice Chair Bakari Lee provided national community college leadership as the former chair of the Association of Community College Trustees and was recognized as the AACC 2023 M. Dale Ensign Trustee of the Year; and,

**WHEREAS**, Board of Trustees Secretary/Treasurer Pamela Gardner was elected for a second term to the Association of Community College Trustees' Diversity, Equity, and Inclusion Committee; and,

**WHEREAS**, the College is committed to serving as the community's college through continued engagement with its African American Outreach Committee and its Latino Advisory Council; and,

**WHEREAS**, in recognition of the important contribution of community and technical colleges to our total educational system, the United States Congress authorized and requested then President Ronald Reagan to issue Proclamation 5418 establishing a National Community College Month in 1985; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend recognizing April 2024 as Hudson County Community College Month;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College recognize April 2024 as Hudson County Community College Month.

**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.

**2. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and PDI Health for Clinical Experiences in HCCC's Radiography Program**

**WHEREAS**, Hudson County Community College ("College") offers a Radiography Program ("Program") through its School of Nursing and Health Professions that is accredited by the State of New Jersey and the Joint Review Committee on Education in Radiologic Technology ("JRCERT"); and,

**WHEREAS**, the Program includes a clinical experience component; and,

**WHEREAS**, the Program requires additional sites at which its students can fulfill the requisite clinical experiences; and,

**WHEREAS**, PDI Health ("Company") operates mobile radiographic imaging equipment and travel to offices, healthcare facilities, and residences to provide radiological services; and,

**WHEREAS**, the Company has agreed to permit students enrolled in the College's Radiography Program ("Students") to travel with the Company in its provision of radiological services ("Ride Along Services"); and,

**WHEREAS**, Hudson County Community College seeks to enter into an Affiliation Agreement ("Agreement") with the Company to establish their respective rights, responsibilities, and obligations in connection with the Ride Along Services; 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 Academic and Student Affairs Committee, recommend the Affiliation Agreement between Hudson County Community College and PDI Health;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Affiliation Agreement between Hudson County Community College and PDI Health, retroactive to January 1, 2024.

**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 Affiliation Agreement Between Hudson County Community College (HCCC) and New Jersey Imaging Network (NJIN) for Clinical Experiences in HCCC's Radiography Program**

**WHEREAS**, Hudson County Community College ("College") offers a Radiography Program ("Program") through its School of Nursing and Health Professions that is accredited by the State of New Jersey and the Joint Review Committee on Education in Radiologic Technology ("JRCERT"); and,

**WHEREAS**, the Program includes a clinical experience component; and,

**WHEREAS**, the Program requires additional sites at which its students can fulfill the requisite clinical experiences; and,

**WHEREAS**, The New Jersey Imaging Network, located at 600 Pavonia Avenue, Jersey City, New Jersey 07306 ("NJIN Pavonia"), has the capacity to meet the needs of the Program; and,

**WHEREAS**, Hudson County Community College seeks to enter into an Affiliation Agreement (“Agreement”) with NJIN Pavonia whereby students enrolled in the Program will be able to complete clinical experiences; 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 Academic and Student Affairs Committee, recommend the Affiliation Agreement between Hudson County Community College and The New Jersey Imaging Network located at 600 Pavonia Avenue, Jersey City, New Jersey 07306;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Affiliation Agreement between Hudson County Community College and The New Jersey Imaging Network, 600 Pavonia Avenue, Jersey City, New Jersey 07306, retroactive to April 1, 2024.

**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 Negotiation of an Agreement Between Hudson County Community College (HCCC) and Cassandra Consultants, LLC**

**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**, the College desires to support 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 negotiate an Agreement (“Agreement”) with Cassandra Consultants, LLC, to establish a joint venture to cross-promote cannabis impairment education within New Jersey; and,

**WHEREAS**, a series of non-binding provisions for the proposed joint venture are detailed in a Letter of Intent (“LOI”) from Cassandra Consultants, LLC to the College, dated March 18, 2024; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the negotiation of an Agreement between Hudson County Community College and Cassandra Consultants, LLC;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Administration to execute a final agreement with Cassandra Consultants, LLC, which is consistent with the terms of the Letter of Intent, effective March 18, 2024.

**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 No Cost Extension to the Existing Agreement Between Hudson County Community College (HCCC) and the Hudson County Department of Family Services and Reintegration (HCDFSR) (formerly the Hudson County Department of Housing and Community Reintegration) for the Continued Delivery of the Skills Training Academy**

**WHEREAS**, Hudson County Community College (“College”) and the Hudson County Department of Family Services and Reintegration (“HCDFSR”) (formerly the Hudson County Department of Housing and Community Reintegration); collectively, the Parties (“Parties”), entered into an Agreement for the delivery of the Skills Training Academy that was executed on May 1, 2023 (the “Agreement”); and,

**WHEREAS**, the term of the Agreement concludes on April 30, 2024; and,

**WHEREAS**, the Parties desire to extend the term of the Agreement for an additional three (3) months so that the Agreement concludes on July 31, 2024; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the no cost extension to the existing Agreement between Hudson County Community College and the Hudson County Department of Family Services and Reintegration;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize this no cost extension to the existing Agreement between Hudson County Community College and the Hudson County Department of Family Services and Reintegration, effective upon the date of last signature.

**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 Academic and Student Affairs Committee as outlined above in **Item IX., Academic and Student Affairs Recommendations 1-5:**

1) Resolution Authorizing Recognition of April 2024 as Hudson County Community College Month; 2) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and PDI Health for Clinical Experiences in HCCC’s Radiography Program; 3) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and New Jersey Imaging Network (NJIN) for Clinical Experiences in HCCC’s Radiography Program; 4) Resolution Authorizing Negotiation of an Agreement Between Hudson County Community College (HCCC) and Cassandra Consultants, LLC; and, 5) Resolution Authorizing No Cost Extension to the Existing Agreement Between Hudson County Community College (HCCC) and the Hudson County Department of Family Services and Reintegration (HCDFSR) (formerly the Hudson County Department of Housing and Community Reintegration) for the Continued Delivery of the Skills Training Academy.

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**DATE:** April 16, 2024

DeFazio, Edward \_\_\_\_\_  
Doria, Joseph \_\_\_\_\_  
Gardner, Pamela \_\_\_\_\_  
Gargiulo, Frank \_\_\_\_\_

*Kenny, Roberta*  
*Lee, Bakari*  
*Peña, Jeanette*  
*Rodriguez, Silvia*  
*Stahl, Harold*  
*Netchert, William, Chair*

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\_\_\_\_\_ *Aye*      \_\_\_\_\_ *Nay*

## ***Supporting Documents***

**[Click Here for Supporting Documents](#)**

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

*April 16, 2024*

**X. NEW BUSINESS**

**INTRODUCED BY:**

\_\_\_\_\_

**SECONDED BY:**

\_\_\_\_\_

**DATE:**

*April 16, 2024*

*DeFazio, Edward*

\_\_\_\_\_

*Doria, Joseph*

\_\_\_\_\_

*Gardner, Pamela*

\_\_\_\_\_

*Gargiulo, Frank*

\_\_\_\_\_

*Kenny, Roberta*

\_\_\_\_\_

*Lee, Bakari*

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*Peña, Jeanette*

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*Rodriguez, Silvia*

\_\_\_\_\_

*Stahl, Harold*

\_\_\_\_\_

*Netchert, William, Chair*

\_\_\_\_\_

\_\_\_\_\_ Aye

\_\_\_\_\_ Nay

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

**April 16, 2024**

**XI. ADJOURNMENT**

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the April 16, 2024 meeting of the Hudson County Community College Board of Trustees be adjourned at \_\_\_\_\_P.M.

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**DATE:** April 16, 2024

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

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay