

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

**Regular Meeting – Board of Trustees**

**Tuesday, May 9, 2023**

**5:00 P.M.**

**Mary T. Norton Board Room and Via Zoom**

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

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

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

Passcode: 629005

Telephone: 1 309 205 3325

Webinar ID: 917 2810 9546

Passcode: 629005

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

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

**AGENDA**

**I. CALL TO ORDER - FLAG SALUTE**

*Mr. Netchert*

**II. ROLL CALL AND RECOGNITION OF VISITORS**

**Trustees:**

*Edward DeFazio*

*Joseph Doria*

*Pamela Gardner, Secretary/Treasurer*

*Frank Gargiulo*

*Roberta Kenny*

*Bakari Lee, Vice Chair*

*Daniel Menendez, Student Alumni Representative*

*William Netchert, Chair*

*Jeanette Peña*

*Christopher Reber, President*

*Silvia Rodriguez*

*Harold Stahl*

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

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

**May 9, 2023**

**II. ROLL CALL**

**Trustees:**

Edward DeFazio \_\_\_\_\_

Joseph Doria \_\_\_\_\_

Pamela Gardner, Secretary/Treasurer \_\_\_\_\_

Frank Gargiulo \_\_\_\_\_

Roberta Kenny \_\_\_\_\_

Bakari Lee, Vice Chair \_\_\_\_\_

Daniel Menendez, Student Alumni Representative, ex officio \_\_\_\_\_

William Netchert, Chair \_\_\_\_\_

Jeanette Peña \_\_\_\_\_

Christopher Reber, President, ex officio \_\_\_\_\_

Silvia Rodriguez \_\_\_\_\_

Harold Stahl \_\_\_\_\_

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

### **MEETING INTRODUCTION**

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

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

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

**May 9, 2023**

**III. COMMENTS FROM THE PUBLIC**

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

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

*May 9, 2023*

**IV. CLOSED SESSION**

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

**May 9, 2023**

**V. REPORTS**

1. *Student Government Association President's Report (S. Elwir)*
2. *All College Council Chair's Report (P. Cronrath)*
3. *President's Report (C. Reber)*

*ChatGPT and Other Generative AI Tools at HCCC*

*Patricia Clay, Associate Vice President, Chief Information Officer*

*Matthew LaBrake, Executive Director, Center for Online Learning*

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

**May 9, 2023**

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

**1. MINUTES OF PREVIOUS MEETING**

*The Minutes of the Regular Meeting of April 11, 2023 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 April 11, 2023.*

**2. GIFTS, GRANTS, AND CONTRACTS REPORT**

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

**TITLE:** *Water Workforce Utility Pilot Program*

**AGENCY:** *New Jersey Future*

**PURPOSE OF GRANT:** *To educate, train, and place graduates into employment opportunities within the water sector.*

**COLLEGE ADMINISTRATOR:** *Lori Margolin*

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

**AWARD AMOUNT:** *\$37,100*

**RESOLUTION:**

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

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

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

**DATE:** May 9, 2023

- 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**

**Regular Meeting – Board of Trustees**  
**Tuesday, April 11, 2023**  
**5:00 P.M., In-person and via Zoom**

**MINUTES**

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

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

**ABSENT:** *Joseph Doria; Harold Stahl.*

**I. CALL TO ORDER - FLAG SALUTE**

**II. ROLL CALL**

**III. COMMENTS FROM THE PUBLIC - None**

**IV. CLOSED SESSION – None**

**V. REPORTS**

**1. Student Government Association President's Report**

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

Hello, Trustees. It is a pleasure seeing you all again.

The Student Government Association (SGA) has been preparing for the end of the school year. On March 29, we held our Town Hall Meeting with Jose Lowe, Director of the Educational Opportunity Fund, and Dr. Heather DeVries, Dean of Academic Affairs and Assessment, as special guests. We also held the Inter-Club Council meeting, and the clubs decided to combine their budgets to host an outdoor movie night on Thursday, April 27 at the Culinary Plaza Park.

We are training potential Executive Board members after our weekly meetings. Elections have begun, and we are running them differently this year. Students interested in an Executive Board position must fill out a form, include the two roles they are interested in, and attach a campaign flyer for votes. In the following SGA Town Hall, candidates will give a speech, and students will have a week to cast their vote.

During our last SGA meeting, Michael Whelpley, Associate Director of Open Educational Resources, presented Zero Cost Textbooks courses and asked for student feedback. Paulina Sonza, Tiana Malcom, and I met with Dr. Heather DeVries and Ilya Ashyman, Executive Director of Engineering and Operations, to decide on furniture for the Honors Lounge. I participated in the ChatGPT subcommittee, and senator Elvis Valcarcel attended the Zero Cost Textbook Course Committee meeting.

Our upcoming events include a campus-wide Easter Egg Hunt on April 19 in collaboration with the Teacher Education Club and the Office of Student Life and Leadership. On April 15, twenty Hudson County Community College (HCCC) students and alums will attend the Student and Alumni Spring Convening along with other community college student leaders and alumni.

**Psychology Club** attended a psychology conference in Boston and connected with other psychology major students and professionals nationwide. They plan to host a movie night on May 1 about teen romance in collaboration with Hudson Pride. While the movie plays, in another room, students can test anonymously for HIV. Those testing will receive a \$15 Amazon gift card from Hudson Pride.

**Phi Theta Kappa** (PTK) began recruiting students for the Executive Board for next year and will induct members on April 28 on the sixth floor of Gabert Library.

**Business and Accounting Club** held their workshop with Bank of America and are collaborating for the outdoor movie night. For the rest of the semester, they are focusing on recruiting Executive Board members and hosting elections.

**Latin Society** hosted a gaming day event with assistance from the library team by overseeing the virtual reality station. This club is also contributing to the outdoor movie night.

**STEM Club** hosted a robotics event, teaching students how to build mini robots.

**ESL Club** has been promoting the writing and speech contest, where winners receive \$100. They are also holding bi-weekly meetings to practice English.

**Nursing Club** has 40 members to date. They are planning two events, a blood drive with PTK and a campaign brunch with the class of 2023 nurses.

**Christian Club** is working on its new constitution and planning a worship night at the end of April.

**Environmental Club** has done amazing work this academic year. They hosted community service of cleaning up around Jersey City and embedded plants in the STEM Courtyard.

**It's On Us** created a video on "What is Consent." Students were asked what consent means to them.

The last event is the Title IX Workshop on April 12 from noon to 2:00 p.m., held virtually in the Student Lounge of the Student Center at the Journal Square Campus (JSQ) and room 404 at the North Hudson Campus (NHC). This is open to all students, faculty, and staff to spread awareness of sexual assault. We have collaborated with the Title IX team and will offer information on Title IX, including the Care and Concern form, Student Handbook, and Employee Handbook. I thank Paulina Sonza; Omega Dickson; Dean of Student Affairs, Dr. David Clark; Executive Director of NHC, Joseph Caniglia; Vice President of Human Resources, Anna Krupitskiy; Vice President of Diversity, Equity and Inclusion, Dr. Yeury Pujols; and Associate Director of Student Life and Leadership, Angela Tuzzo, for helping make this possible.

Thank you.

*Trustee Lee offered the following remarks.*

Sally, that was fantastic. That was one of the best reports you've given regarding clarity, consistency, and information provided. Thank you.

Did I hear that there was training among the Executive Board members as part of the transition? If so, are you training anyone to give spectacular reports like those you offer?

*Sally Elwir responded with the following remarks.*

Yes, after our weekly meeting, I ask new members to stay for a thirty-minute training. This training also includes a brief rundown on how to provide reports.

*Trustee Lee offered closing remarks.*

Great job! Ensure that you're training them exactly how you're doing it.

*Chairman Netchert offered the following remarks.*

I have watched you perform meeting after meeting, and it's like you're in class because you keep getting better and better at giving your report.

*Trustee Peña offered the following remarks.*

I've noticed you are so much more confident, and public speaking as a skill comes naturally for some; for others, it doesn't. It will serve you well in the future.

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

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

Good evening, Trustees, Dr. Reber, and HCCC community members.

At the last All College Council (ACC) general meeting, the Student Remote Class Modality Guidelines Governance Recommendation was approved by the ACC. The three governance recommendations on remote teaching and learning will solidify how students and faculty participate in these remote classes going forward. I thank the Academic Senate and their leadership for incredible work in guiding students and faculty to an enhanced learning environment.

### **Academic Senate**

The subcommittee members working on equity with grading scales have concluded their research and will send their findings to the Office of Academic Affairs.

The subcommittee on ChatGPT is working with Dr. David Clark and Dr. Heather DeVries to include language about AI Assistive Technology as part of the Academic Integrity Statement and an update to the Student Code of Conduct violations verbiage.

### **Development and Planning Committee**

The Javedd Khan Essay Competition deadline is Sunday, April 23. At least one of the two \$500 prizes will be presented to a student that started HCCC in Academic Foundations or ESL Coursework.

### **Student Life Committee**

The College has been invited to join the 2023 Generation Hope FamilyU Cohort – more information to follow.

The "It's on Us: Title IX Workshop" event will be held on April 12 from noon to 2:00 p.m. The presentation is open to the entire college community.

Keischa Taylor joined the Student Life Committee and will represent the student veterans' populations as she is currently interning with this specific cohort through HCCC. We welcome all members of the HCCC community to join a committee to add this valuable work to ACC initiatives.

### **Space and Facilities Committee**

Gender neutral restroom signs for all single-stall restrooms have been posted.

The STEM Courtyard garden project has begun.

Furniture has been placed on the JSQ terrace and will be completed at the NHC terrace soon.

Additionally, Courshedog software training will take place in April for those coordinators active in scheduling classes.

### **Technology Committee**

The committee discussed resource sharing regarding a college-wide platform to share training videos, data, etc. Some departments have their knowledge base, but access is restricted to other departments. Potential technology platforms are being explored.

I will conclude by congratulating the 11 faculty that will be granted promotion as well as the nine faculty granted Emerita/Emeritus status tonight.

Thank you.

*Trustee Peña offered the following remarks.*

I have a question regarding ChatGPT. Every day, there's something in the news. Is there any guidance from Microsoft or Open AI regarding how colleges could approach issues such as plagiarism?

*Dr. Cronrath offered the following remarks.*

We asked ChatGPT if it considered its utilization as responsible, ethical, and moral. We received a response from the program, and it's embedded that they are working on it as well. There is more information to come since it's not going away. For example, Open Table now uses ChatGPT in their platform by responding to schedule a reservation at a restaurant. The program is here to stay, adapting and growing. As for the future of education, it is still to be determined.

*Trustee Lee offered the following remarks.*

Given that the response was from an AI, is that true or accurate? Can we rely on the answer? My understanding is that inaccuracies are not uncommon. If we ask ChatGPT that particular question about academics, are adequate controls being implemented that essentially say, "Yes, that's being worked on?"

*Dr. Cronrath offered the following remarks.*

The belief is that artificial intelligence is not true intelligence. It's someone programming computers to produce responses. The response was generated by gathering information from many sources. It's not necessarily untrue. We can believe the answer is useful, but we don't have to utilize it because we create our ideas.

Recently, the company, Open AI, has released a press article stating they are working to combat use of the assisted technologies for academic dishonesty.

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

*President Reber offered the following remarks.*

Good evening, Trustees, colleagues and students. It's wonderful to see this large turnout, and, as always, it's great to be back together for our April Meeting.

Sally and Peter, thank you for your reports and leadership.

Sally, congratulations for having been named Valedictorian of the Hudson County Community College Class of 2023! We look forward to your remarks as this year's Valedictorian – and to honoring you – at our May 17 Commencement ceremony!

Joining us this evening for a joint reception following the meeting are members of our HCCC Foundation Board of Directors. We greatly appreciate the time, talent, and treasure that our Foundation Directors provide to advance HCCC's Mission, Vision, and Values. I have asked Vice President for Advancement and Communications, Nicole Johnson, to introduce Foundation Board Chair, Monica McCormack-Casey, who will offer brief remarks.

*Nicole Johnson offered the following remarks.*

Good evening, everyone. I am delighted to introduce HCCC Foundation Board Chair, Monica McCormack-Casey. Monica has served on our board since 2014, and became board chair in 2022. She is a seasoned banker who retired from TDBank and has extensive experience in government banking, business development, and treasury management. She is an alumna of St. Peter's College, now University, and Dickinson High School. You won't find a more passionate advocate for our youth and people in education than Monica. In 2022, she, along with her family, established the Richard J. McCormack Endowed Scholarship in memory of her late brother. They raised an endowment gift of \$25,000, and because of this fund Richard's memory will continue to live on and have an impact on HCCC, which he cared about so deeply.

Please welcome a woman who gives of her time, talent, and resources every day in support of the students served here at HCCC.

*Monica McCormack-Casey offered the following remarks.*

Thank you, Dr. Reber, Trustees, and everyone here today.

The Foundation's primary goal is to raise scholarship funds so everybody is afforded an opportunity to pursue higher education. As chair, I made it my personal goal because I want to get involved with the community. I want everyone to be aware of what HCCC is accomplishing and have them interact with faculty and staff.

Let me share with you some successes that we've had just this year alone, and it's only April. First, we had our first West Hudson Fundraiser in March 2023 at the Frank Gargiulo Campus of the Hudson County Schools of Technology. We raised a little over \$10,000. We worked with the community school districts, town folks, and volunteers in Harrison, Kearny, and East Newark.

Another success was when I worked with Michelle Vitale, Director of Cultural Affairs for Diversity, Equity, and Inclusion, and Katherine Morales, Directory of Hudson Helps Resource Center. Michelle was seeking supplies for a contemporary peace exhibit, a project can sculpture. Thanks to our board member, Tony Rico, Director of Human Resources, Goya donated over 1,000 cans of food for the project. I also reached out to colleagues from TDbank, on my subcommittee for NHC, and Nick Cavaluzzi, First Vice President of Provident Bank, and they hosted their own food drives. They donated so much food that I am sure the food pantries are stocked up well on both campuses.

Continuing to reach our goal, I began working with Joe Caniglia. Together, we are coming up with ideas for the Foundation to be more involved. We started working with Union City, West New York, and North Bergen community members. We've been brainstorming on programs for NHC, and something's already scheduled for the fall. Also, we are hosting our annual Gulf Outing on July 10; for more details, you may contact Mark Rodrick, Vice President and Senior Financial Advisor of Bridgehaven Financial Advisors and

Chair of the Golf Committee. Lastly, I thank Dr. Ara Karakashian, Dean of the School of Business, Culinary Arts, and Hospitality Management, for supporting the Foundation Subscription Dining Series.

At the end of the day, our goal is the same; we want students to succeed. It gives me much pride and pleasure to be in such a fine organization and receive community support. Thank you for your time.

*President Reber resumed his remarks.*

Thanks so much, Nicole, Monica, and all members of our Foundation Board.

We look forward to greeting you at the reception following this evening's meeting.

Trustees, included on this evening's agenda is a resolution to grant promotions to 11 full-time faculty following the review and recommendations of our Faculty Promotion Committee, and the recommendation of Vice President for Academic Affairs, Dr. Darryl Jones.

You will also act on a resolution to grant nine retired faculty colleagues Emeritus status in recognition of their contributions of long and distinguished service to HCCC.

I have asked Vice President for Academic Affairs, Dr. Darryl Jones, to speak briefly about each of these esteemed colleagues.

*Dr. Jones offered the following remarks.*

Good evening, Trustees, Dr. Reber, students, faculty and staff.

It brings me great honor to introduce our promotion recipients for your consideration. These are faculty who continue to exemplify high standards of teaching excellence, service to the College and community, professional development, and scholarly activities. Promotion candidates compile a promotion portfolio, interview with committee members, and receive a recommendation from their dean.

**Promoted from Associate Professor to Professor:**

**Claudia Delgado, Professor of Academic Foundations Mathematics**

Claudia notes that one her greatest accomplishments at the college is her involvement on the Academic Foundations Math multicultural team. Through her teaching, she utilized quality programs to ensure that our students are able to grasp the necessary concepts to move confidently through the program.

**Dr. Nadia Hedhli, Professor of Biology**

Nadia shares that one of her greatest accomplishments was championing and contributing to creating the Environmental Studies dual enrollment agreement with High Tech High School. She also continues to contribute significantly to developing and revising STEM online and hybrid courses.

**Catherine Sweeting, Professor of English**

Katie was instrumental in the development of the English major and has created eight Literature and English courses. She is a Fulbright Scholar and taught two courses at Fergusson College in Pu Na, India in 2022.

**Shannonine Caruana, Professor of ESL**

Shannonine states that her main contribution to the College is her commitment to student success through her active involvement in Achieving the Dream. She is instrumental in creating the Javedd Khan Essay Prize and is dedicated to the continuous improvement of the ESL program.

**Promoted to Associate Professor are the following faculty:**

**Dr. Sirhan Abdullah, Associate Professor of Health Services**

Sirhan is extremely proud of serving on the Health and Safety and the Return to Campus Task Forces. That expertise afforded him the opportunity to present at a regional webinar in the Middle East. There, he taught school leaders and educators best practices and techniques to teach students during the pandemic.

**Dr. Peter Cronrath, Associate Professor of Business**

We all know Peter as he currently serves as the Chair of the All College Council. In addition to teaching, he is a faculty mentor for the Goldman Sachs Local College Collaborative. Peter has and continues to participate in the development of Management, Economics and Marketing curricula and programs.

**Evgeniya Kozlenko, Associate Professor of ESL**

Eva has been a driving force in creating the ESL Proficiency Certificate. A very proud moment for her was her "Critical Thinking Teaching Technique" proposal that was accepted by the International Academic Forum. She will present at their 4<sup>th</sup> Annual Barcelona Conference on Education in Barcelona, Spain in September 2023. Recently, she presented to a packed audience at the American Association of Community Colleges Annual Conference earlier this month.

**Kewal Krishan, Associate Professor of Academic Foundations Mathematics**

Kewal is very proud of his collaboration with colleagues in creating and offering various Academic Foundations Math courses. These courses continue to assist students in navigating into college-level courses, ultimately helping reduce the cost of students' college education.

**Lester McRae, Associate Professor of Business**

Lester is extremely proud of the Certificate in Accounting that he developed. He also ensured that all accounting courses are offered in the online modality, allowing the college to offer a fully online degree in accounting. He continues to develop and maintain relationships with professionals in the accounting field so that our students can benefit from valuable internships and mentorships.

**Elana Winslow, Associate Professor of Business**

Elana loves to teach and participate in student and college activities. She takes great pride in her work to create and sustain the Holocaust and Armenian Genocide Remembrance events through her work with President's Advisory Council on Diversity, Equity and Inclusion.

**Craig McLaughlin, Associate Professor of Psychology**

Craig is very proud of his engagement as Coordinator of Psychology. In this capacity, he can help adjunct faculty grow as instructors. But simply put, what Craig listed as his proudest accomplishment is his students' success.

In summary, what is most inspiring about each of the faculty is that even though they are very busy with their work, they are always willing to do more to help their colleagues, the College, and, most importantly, our students.

Special gratitude to Dr. Pamela Bandyopadhyay who chaired the Promotion Committee and all those who served on it. Congratulations to those recommended for promotion.

Our next very important item is to recognize the contributions of long-serving and distinguished faculty who have retired from HCCC. Trustees, as you may recall, you approved the Policy on Conferral of Emeritus/Emerita Status in fall 2022.

The following retired faculty members have served the College with evidence of substantive contributions and distinguished service in conformance with approved emeritus/emmerita status criteria including over 20 years of service. All recipients were nominated by their peers.

**Philip Cafasso, Professor of Business, Culinary Arts and Hospitality Management Emeritus**

Phil's long service as an Instructor of Culinary Arts began in 1988 after his graduation from our Culinary Arts Institute. Throughout his career, he contributed to two academic divisions: Culinary Arts, and Humanities and Social Sciences. He was twice called upon to serve as the Interim Associate Dean of Humanities and Social Sciences. Phil is known as a wonderful mentor to all, especially our adjunct faculty. After 33 years of service, Phil retired in 2021.

**Siroun Meguerditchian, Associate Professor of Business, Culinary Arts and Hospitality Management Emerita**

Siroun's exemplary service began in 1986, teaching Table Service for the Culinary Arts Institute. She went on to a leadership role as Associate Dean of the Division for several years. Siroun created an evening program for Culinary students. One of her greatest achievements was HCCC's American Culinary Federation accreditation in 1997. Returning to full-time faculty, she continued to be a true mentor for her colleagues, and extremely dedicated to her students. After 39 years of service, Siroun retired in 2021.

**Dr. Thomas Hsieh, Professor of STEM Emeritus**

Thomas began his career at the college as an Instructor of Chemistry in 1991. He created many Chemistry courses and was influential in developing the labs. Many of the labs that he created are still in use today. Thomas possessed the ability to teach all levels of Chemistry with passion and a commitment to excellence. Dr. Hsieh retired in 2020 after more than 28 years of dedication.

**Dr. Mojdeh Tabatabaie, Professor of STEM Emerita**

Mojdeh began her career at the college in 1985. She taught all mathematics courses, from Foundations to Honors. Mojdeh led the STEM Division from 1997 to 2004 and then again as Interim in 2013. She is known for her dedication to the faculty and students she served. To this day, Mojdeh is still personally active at the college as a mentor and friend. Dr. Tabatabaie retired after more than 33 years of dedicated service to the college community.

**Dr. Nabil Marshood, Professor of Humanities and Social Sciences Emeritus**

Nabil began his career at the College as an instructor in 1986 and contributed enormously to the development of the institution. He served as Chair of the Humanities Division and Acting Associate Dean. He is a published author and frequent guest speaker. Nabil created the Sociology, Anthropology and Humanities programs. Nabil provided guidance, wisdom and warmth to his colleagues. His legacy is cemented as scholar and teacher. After over 35 years, Dr. Marshood retired in 2021.

**Salvador Figueras, Professor of Humanities and Social Sciences Emeritus**

Salvador Figueras joined the College in 1992 as an instructor teaching several disciplines. Sal developed our Modern Language Program and also served as its coordinator. In 1996, Sal served as the Assistant to the Vice President for Academic Affairs. Sal is described as an extraordinary mentor to his colleagues and

a great role model to many of our students, particularly those of Hispanic heritage. After almost 30 years, Sal retired in 2022.

**Barry Tomkins, Professor of Humanities and Social Sciences Emeritus**

Hired in 1980, Barry wore many hats. He is best known for the years he led the Humanities Division as Chair and then as the Associate Dean of English. Among many other accomplishments, he developed the Language Arts Degree and the General Education Policy. Barry continues to engage in college activities. Most recently, he participated with other colleagues in creating the Javedd Khan Essay Prize application process. Upon retirement in 2016, Barry served the College for over 35 years, and, in that time, he helped create what the School of Humanities and Social Sciences is today.

**Harvey Rubinstein, Professor of Humanities and Social Sciences Emeritus**

Harvey is one of the early faculty of the College, hired in 1979. From the very beginning, Harvey helped shape our institution as we know it today. As Professor and Coordinator of Humanities, Harvey was instrumental in building our English and Humanities course offerings. He is known for his mentoring of new faculty and adjuncts. Harvey is also credited with playing an instrumental role in developing the Theatre Arts Program. After over 43 years, Professor Rubinstein retired in 2022.

**Denise Philips, Assistant Professor of ESL Emerita**

Denise began her career at the College in 1998. She had a profound effect on the growth of the ESL Program. Denise contributed to the ESL Program by developing new courses and supervising adjunct faculty as a coordinator. She is a dedicated teacher who enhances and establishes new techniques for ESL students to navigate through the procedures required to complete their degree. After 22 years, Denise retired in 2021. However, she continues to serve the institution and her students as an adjunct.

Congratulations, faculty! It goes without saying that this honor is more than deserved.

At this point I would like to thank all of the recipients and their guests for attending this special Board of Trustees Meeting. We are so happy for what you do and continue to do for the College.

Thank you very much.

*President Reber resumed his remarks.*

Thank you, Darryl, and congratulations, valued faculty and faculty emeritus colleagues!

We are all looking forward to our Commencement Ceremony on Wednesday, May 17 beginning at 10:45 a.m. at Red Bull Arena in Harrison. The rain date is Thursday, May 18. Joining us as Commencement Speaker will be Senator Nicholas Scutari, President of the New Jersey Senate, in addition to several student speakers and presenters, including Valedictorian Sally Elwir.

This year, we will honor more than 1,400 Hudson County Community College graduates, a college record. We expect more than 6,000 graduates, family members, friends, faculty and staff to attend and celebrate the accomplishments of our students and the transformational outcomes of our HCCC Mission. We thank all who are involved in planning this major annual culminating event in the life of the College under the leadership of Commencement Co-Chairs, Dr. Lisa Dougherty and Dr. Nicholas Chiaravalloti.

Trustees, this is an exciting time in the life of our College.

This concludes my report.

*Chairman Netchert offered remarks.*

On behalf of the Board, I congratulate those promoted and thank you for your dedication and devotion to HCCC. Thank you!

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

1. *The Minutes of the Regular Meeting of March 21 2023, were approved.*
2. *Gifts, Grants, and Contracts Report*

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

**Title:** *Perkins V – Strengthening Career and Technical Education for the 21st Century Act*

**Agency:** *New Jersey Department of Education*

**Purpose of Grant:** *HCCC received notice of our FY'23 allocation to be utilized for direct instructional support for HCCC's Career and Technical Education programs. An amendment was submitted for review.*

**College Administrator:** *Nydia James*

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

**Award Amount:** *\$1,318,092.00*

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

*8 Ayes.....0 Nays*

*Resolution Adopted*

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

1. Resolution Authorizing Approval to Develop Property in the Journal Square Area for Permanent Use by Hudson County Community College (Chapter 12), was approved.
2. Resolution Approving Fiscal Year 2024 College Operating Budget in the amount of \$72,903,993, was passed.
3. Resolution Authorizing Scan and Shred Services for the Office of Financial Aid, to be funded from the operating budget at a cost not to exceed \$244,172, was approved.
4. Resolution Authorizing Building Maintenance Services Contract Extension, to be funded from the operating budget at a cost not to exceed \$259,000, was approved.
5. Resolution Authorizing Annual Renewal of Internet Services, to be funded from the operating budget at a cost not to exceed \$583,560, was approved.
6. Resolution Authorizing Sale of Personal Property was approved.
7. Resolution Authorizing Purchase and Installation of ITV Equipment, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$66,156, was approved.

8. Resolution to Approve May 17, 2023 Commencement Date and Venue, to be funded by the Student Life Fee at a cost not to exceed \$80,000, was passed.
9. Resolution Authorizing May 17, 2023 Commencement Reception Catering, to be funded by the Student Life Fee at a cost not to exceed \$60,000, was approved.
10. Resolution Authorizing Increase in Facilities Services Contract Approved Under Resolution #15 at August 9, 2022 Board of Trustees Meeting, increasing the contract to a total amount not to exceed \$85,000, was approved.
11. Resolution Authorizing Award of Contract for 119 Newkirk Street Demolition, to be funded from Chapter 12 Funds at a cost not to exceed \$76,300, was approved.

Introduced by: Bakari Lee  
Seconded by: Jeanette Peña

8 Ayes.....0 Nays

Resolutions Adopted

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

**1. RESIGNATION**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>      | <b>Effective Date</b> |
|-------------------|------------------|-------------------|-----------------------|
| Andres            | Estrella         | Senior Accountant | March 31, 2023        |

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

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

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>    | <b>Effective Date</b> | <b>Anticipated End Date</b> | <b>Salary</b> |
|-------------------|------------------|-----------------|-----------------------|-----------------------------|---------------|
| Jeet              | Patel            | Support Analyst | April 12, 2023        | June 30, 2023               | \$ 42,000     |

**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. 2.*

**3. APPROVAL OF FACULTY PROMOTIONS**

*The purpose of promotion in academic rank is to acknowledge exceptional teaching and learning, scholarly and professional achievements, and service to the College and broader community. Applications for promotion are reviewed by a Promotion Review Committee 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 promotion to the rank of Associate Professor effective Academic Year 2023-24.*

Sirhan Abdullah  
Peter Cronrath  
Evgeniya Kozlenko

Kewal Krishan  
 Craig McLaughlin  
 Lester McRae  
 Elana Winslow

*The following faculty are recommended for promotion to the rank of Professor effective Academic Year 2023-24.*

Shannonine Caruana  
 Claudia Delgado  
 Nadia Hedhli  
 Catherine Sweeting

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

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

| <b>FIRST NAME</b> | <b>LAST NAME</b> | <b>DEPARTMENT</b>                                   | <b>TITLE</b>      | <b>POSITION ID</b> | <b>SUPERVISOR</b> |
|-------------------|------------------|---|-------------------|--------------------|-------------------|
| Hafeda            | Benounane        | ADJ Academic Support Services Department            | Tutor             | TUTOR 11-252010    | Kenny Fabara      |
| Veronica          | Burgos           | ADJ Academic Support Services Department            | Tutor             | TUTOR 11-252010    | Kenny Fabara      |
| Carmine           | Salerno          | ADJ Academic Support Services Department            | Tutor             | TUTOR 11-252010    | Kenny Fabara      |
| Jessica           | Roca             | Business, Culinary Arts, and Hospitality Management | Receiving Clerk   | RECLERK-101030     | Ara Karakashian   |
| Alexandra         | Plante           | College Libraries                                   | PT Librarian      | PTLRN-150510       | John Hernandez    |
| 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 |
| Carmelo           | Feliciano Jr.    | Continuing Education and Workforce Development      | PT Academic Coach | ACDCCH-603091      | Maritza Reyes     |
| Rachelle          | Gilot            | Continuing Education and Workforce Development      | PT Instructor     | PTINST-102010      | Chastity Farrell  |
| Dionne            | Kettl            | Continuing Education and Workforce Development      | PT Instructor     | PTINST-103005      | Catherina Mirasol |
| Paula             | Olveira          | Continuing Education and Workforce Development      | PT Instructor     | PTINST-102010      | Chastity Farrell  |
| Alexandra         | Plante           | Continuing Education and Workforce Development      | PT Instructor     | PTINST-102010      | Chastity Farrell  |
| Maryam            | Syed             | Continuing Education and Workforce Development      | PT Instructor     | PTINST-102010      | Chastity Farrell  |
| Robert            | Wilder II        | Continuing Education and Workforce Development      | PT Instructor     | PTINST-102010      | Chastity Farrell  |
| Jessica           | Wohlstetter      | Continuing Education and Workforce Development      | PT Instructor     | PTINST-102010      | Chastity Farrell  |
| Jailyn            | Bermudez         | Educational Opportunity Fund                        | Office Assistant  | OFFAST-150515      | Jose Lowe         |

|           |             |  |                            |                |                   |
|-----------|-------------|--|----------------------------|----------------|-------------------|
| Stephanie | Hernandez   | Educational Opportunity Fund                             | Office Assistant           | OFFAST-150515  | Jose Lowe         |
| Michele   | Moore       | Educational Opportunity Fund                             | EOF Instructor             | PTINST         | Jose Lowe         |
| Lawrence  | Squicciarri | Facilities   | PT HVAC Mechanic           | PTHVAC-300510  | Ilya Ashmyan      |
| Leymi     | Abreu       | Human Resources  | Office Assistant, Benefits | OFFAST-253020  | Carmen McGuire    |
| Mark      | Amaker      | ITS  | PC Technician              | PTTECH-253025  | Ken Melewski      |
| Thomas    | Larson      | Mental Health and Counseling                             | PT Social Worker           | PTSW-252033    | Doreen Pontius    |
| Jocelyn   | Flores      | Science, Technology, Engineering, and Mathematics (STEM) | Office Assistant           | OFFAST-101015  | Burl Yearwood     |
| Sally     | Elwir       | Student Activities                                       | Student Leader             | STUCENT-701000 | Veronica Gerosimo |

**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>First Name</b> | <b>Last Name</b> | <b>Department</b>                        |
|-------------------|------------------|--|
| Saly              | Daoud            | School of Nursing and Health Professions |
| Nancy             | Pino             | 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. 5.*

**6. MODIFICATION TO STAFFING TABLE**

| <b>Current Approved Title</b> | <b>New Title</b>                  | <b>Incumbent (If applicable)</b> | <b>Salary Grade and Salary Adjustment (If applicable)</b> | <b>Effective Date</b> |
|-------------------------------|-----------------------------------|----------------------------------|---|-----------------------|
| N/A                           | Coordinator, Continuing Education | N/A                              | Grade 109   | April 12, 2023        |

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

**7. RESOLUTION TO AMEND POLICY ON CONFERRAL OF EMERITUS/EMERITA STATUS**

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

**WHEREAS**, the President, Administration, and Personnel Committee recommend amendment of the Policy on Conferral of Emeritus/Emerita Status; and,

**WHEREAS**, the amendment includes removal of “upon their retirement” and replacement with “who have retired”; and,

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

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

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

**8. 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 who have retired from Hudson County Community College; and,

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

| <b>Name</b>           | <b>Proposed Emeritus Title</b>  |
|-----------------------|---|
| Denise Phillips       | Assistant Professor of ESL Emerita  |
| Harvey Rubinstein     | Professor of Humanities and Social Sciences Emeritus                              |
| Barry Tomkins         | Professor of Humanities and Social Sciences Emeritus                              |
| Salvador Figueras     | Professor of Humanities and Social Sciences Emeritus                              |
| Nabil Marshood        | Professor of Humanities and Social Sciences Emeritus                              |
| Mojdeh Tabatabaie     | Professor of STEM Emerita   |
| Thomas Hsieh          | Professor of STEM Emeritus  |
| Siroun Meguerditchian | Associate Professor of Business, Culinary Arts and Hospitality Management Emerita |
| Philip Cafasso        | Professor of Business, Culinary Arts and Hospitality Management Emeritus          |

**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.

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

1) Resignation; 2) Appointment of Temporary Full-time Staff; 3) Approval of Faculty Promotion; 4) Authorization of Part-time Staff, as Needed; 5) Appointment of New Hire Adjunct Instructors; 6) Modification to Staffing Table; 7) Resolution to Amend Policy on Conferral of Emeritus/Emerita Status; and 8) Resolution to Grant Emeritus/Emerita Status.

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

8 Ayes.....0 Nays

*Resolutions Adopted*

## **Resolution 7 – Attachment**

### **PRESIDENT’S OFFICE POLICY ON CONFERRAL OF EMERITUS/EMERITA STATUS**

#### **Purpose**

The purpose of the Policy on Emeritus/Emerita Status is to recognize the contributions of long-serving and distinguished faculty and staff who have retired from Hudson County Community College (“College”) through the conferral of Emeritus/Emerita status.

#### **Policy**

The College and its Board of Trustees are committed to maintaining a rich intellectual life and a vibrant organizational culture. The President’s Office recognizes that fostering and advancing relationships between the College and long-serving and distinguished faculty and staff following their retirement from the College is essential to sustaining the College’s intellectual life and organizational culture. The President’s Office is committed to cultivating these relationships through the conferral of Emeritus/Emerita status to faculty and staff who embody the mission and values of the College.

The Board delegates to the President the responsibility to develop procedures and guidelines for the implementation of this policy. The HCCC Cabinet shall be responsible for implementing the procedures and guidelines developed for this policy.

**Approved:** November 2021; Amended April 2023

**Approved by:** Board of Trustees

**Category:** President’s Office

**Scheduled for Review:** April 2026

**Responsible Department:** President’s Office (Cabinet)

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-5:**

1. Resolution Authorizing Recognition of April 2023 as Hudson County Community College Month was approved.
2. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and New Jersey Future was approved.
3. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Coach USA was approved.
4. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and MC Mentor, LLC for the Medical Cannabis Mentor Program was approved.
5. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Jersey City Housing Authority for Internship Experiences in HCCC's Human Services Pre-Social Work Program was approved.

*Introduced by: Pamela Gardner*  
*Seconded by: Roberta Kenny*

*8 Ayes.....0 Nays*

*Resolutions Adopted*

**X. NEW BUSINESS**

*Chairman Netchert offered the following remarks.*

I thank Dr. Karakashian for catering food services for Ramadan held at the rotunda of the County Courthouse. He and his team performed admirably.

*Trustee Lee offered the following remarks.*

I apologize to the Foundation Board members and Trustees for my inability to be with you at the reception that is occurring afterwards. I am glad to see such a robust turnout. I hope that we will do this again.

**XI. ADJOURNMENT at 5:55 p.m.**

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

*8 Ayes.....0 Nays*

*Resolution Adopted*

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

**May 9, 2023**

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

**1. Resolution Rejecting All Bids for the Award of Contract For 119 Newkirk Street Demolition**

**WHEREAS**, Hudson County Community College (“College”) needs to demolish the building at 119 Newkirk Street and install a parking system (“Project”); and,

**WHEREAS**, this Project is part of the overall Academic Tower implementation; and,

**WHEREAS**, pursuant to N.J.S.A. 18:64A-25.1, et seq., the College advertised and held a public bid opening for services; and,

**WHEREAS**, the College has publicly advertised for bids in accordance with the County College Contracts Law, N.J.S.A. 18A:64A-25.1, et seq., regarding the Project; and

**WHEREAS**, the College received bids from the following vendors in response to the advertisement:

| <u>Vendor</u>  | <u>Location</u>   | <u>Cost</u>  |
|--|-------------------|--------------|
| Frank Galbraith & Son<br>Excavation and Demolition LLC | Scotch Plains, NJ | \$348,397.00 |
| NorthStar Contracting Group,<br>Inc.                   | East Hanover, NJ  | \$970,000.00 |

**WHEREAS**, the lowest bid received from Frank Galbraith & Son Excavation and Demolition LLC contains a material defect by failing to furnish a bid bond in accordance with N.J.S.A. 18A:64A-25.16 as required by the Bid Specification, and therefore must be rejected; and,

**WHEREAS**, the only other bid received from NorthStar Contracting Group, Inc. contains a material defect by failing to furnish a bid bond in accordance with N.J.S.A. 18A:64A-25.16 as required by the Bid Specification, and therefore must be rejected; and,

**WHEREAS**, the College’s Administration, Finance Committee, and Capital Projects Advisory Committee recommended to the Board of Trustees the rejection of all bids and to again publicly advertise for bids;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College hereby reject all bids received for the Project and again publicly advertise for Project bids.

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

**2. Resolution Authorizing Electrical Services for ITV Projects to be Funded by the American Rescue Plan (ARP) Grant**

**WHEREAS**, Hudson County Community College (“College”) requires the services of a licensed electrician to convert L514, N306, EOF J008, and S206 classrooms into ITV classrooms; and,

**WHEREAS**, pursuant to N.J.S.A. 18:64A-25.1, et seq., the College advertised and held a public bid opening for services; and

**WHEREAS**, in response to the public advertisement, Sal Electric Company, Inc. (“SE”) was the only vendor that submitted a bid to provide the services at a cost not to exceed \$51,310, and which bid is responsive to the requirements of the bid documents; and,

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College hereby award a contract to Sal Electric Company, Inc. of Jersey City, New Jersey, for the services as described herein at a cost not to exceed \$51,310.

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

### **3. Resolution Authorizing Award of Audit Contract for Fiscal Year 2023**

**WHEREAS**, Hudson County Community College (“College”) requires the services of a New Jersey licensed accounting firm to complete the College’s Fiscal Year 2023 Audit (“Services”); and,

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

**WHEREAS**, notwithstanding the bid exemption, the College solicited proposals for the Services through a fair-and-open process and issued a Request-for-Proposal (“RFP”) for the Services for a term not to exceed one (1) year; and,

**WHEREAS**, the firm of Donahue, Gironda, Doria & Tomkins (“DGDT”) was the only vendor that submitted a proposal to provide the Services in an amount not to exceed \$81,000, which represents a 6% increase from the prior year; 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 hereby award a contract to the firm of Donahue, Gironda, Doria & Tomkins, LLC of Bayonne, New Jersey, for the completion of the audit for Fiscal Year 2023 in an amount not to exceed \$81,000.

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

### **4. Resolution Authorizing Renewal of College-Wide Telephone System Services**

**WHEREAS**, Hudson County Community College (“College”) needs to renew service with a vendor to provide College-wide telephone system services; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.9, the College may, without public advertisement, purchase services pursuant to a contract entered into for such services on behalf of the State by the Division of Purchase and Property; and,

**WHEREAS**, Verizon (NJ State Contract #T1776), the current vendor providing the service, has submitted a proposal to continue to provide telephone system services in accordance with the rates set forth in the State Contract; and,

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

**WHEREAS**, the cost of this service 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 hereby award a contract to Verizon to continue to provide the telephone system services at the rates set forth in the State Contract.

**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 Renewal of Canvas Cloud Software**

**WHEREAS**, Hudson County Community College (“College”) needs to renew the contract for a cloud-based education technology platform with advanced Learning Management System functionality; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.10, the Board of Trustees of two or more county colleges may enter into an agreement for the purchasing of work, materials or supplies for their respective colleges; and,

**WHEREAS**, the Joint Purchasing Consortium (“JPC”) of the New Jersey Council of County Colleges, of which the College is a member, conducted a procurement for Learning Management Systems for all of the JPC’s members and awarded a contract for the Canvas Cloud technology platform to Instructure, Inc.; and,

**WHEREAS**, Instructure, Inc. has submitted a proposal to the College for the Canvas Cloud platform pursuant to the JPC contract award at a cost not to exceed \$176,939, which represents no increase from the prior year; and,

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

**WHEREAS**, the cost of these services will be funded from the operating budget; 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 Instructure, Inc. of Salt Lake City, Utah, for purchase of Canvas Cloud software through the JPC as described herein at a cost not to exceed \$176,939.

**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 1-5.**

1) Resolution Rejecting All Bids for the Award of Contract For 119 Newkirk Street Demolition; 2) Resolution Authorizing Electrical Services for ITV Projects to be Funded by the American Rescue Plan (ARP) Grant; 3) Resolution Authorizing Award of Audit Contract for Fiscal Year 2023; 4) Resolution Authorizing Renewal of College-Wide Telephone System Services; and 5) Resolution Authorizing Renewal of Canvas Cloud Software.

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

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

**DATE:**

May 9, 2023

*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

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

May 9, 2023

**VIII. PERSONNEL RECOMMENDATIONS**

**1. RESIGNATION**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>       | <b>Effective Date</b> |
|-------------------|------------------|--------------------|-----------------------|
| Tamara            | Williams         | Academic Counselor | May 5, 2023           |

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Resignation 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> |
|-------------------|------------------|---|---------------------|-----------------------|----------------------|
| Deliana           | Acosta           | Social Worker                                       | 108                 | May 24, 2023          | \$ 51,500.00         |
| Andrew            | Adler            | Academic Counselor, Hudson Scholars                 | 110                 | May 24, 2023          | \$ 48,000.00         |
| Lisa              | Bogart           | Director of North Hudson Campus Library             | 117                 | May 10, 2023          | \$ 68,293.00         |
| Domonique         | Callens          | Administrative Support Specialist, Academic Affairs | 105                 | May 10, 2023          | \$ 40,919.51         |
| Shuang            | De Jesus         | Academic Counselor, Hudson Scholars                 | 110                 | May 24, 2023          | \$ 48,000.00         |
| Moses             | Dindial          | Senior Accountant                                   | 115                 | June 1, 2023          | \$ 80,340.00         |
| Tayyaba           | Hafeez           | Instructional Technologist                          | 114                 | May 30, 2023          | \$ 56,653.28         |
| Mackenzie         | Johnson          | Academic Counselor, Hudson Scholars                 | 110                 | May 24, 2023          | \$ 48,000.00         |
| Nicholas          | Mangal           | Academic Counselor, Hudson Scholars                 | 110                 | May 24, 2023          | \$ 48,000.00         |
| Josh              | Mariscal         | Academic Counselor, Hudson Scholars                 | 110                 | May 24, 2023          | \$ 48,000.00         |
| Frans             | Moncayo          | Academic Counselor, Hudson Scholars                 | 110                 | May 24, 2023          | \$ 48,000.00         |
| Richard           | Remoura          | Academic Counselor, Hudson Scholars                 | 110                 | May 24, 2023          | \$ 48,000.00         |
| Alyssa            | Rupnarain        | Academic Counselor, Hudson Scholars                 | 110                 | May 24, 2023          | \$ 48,000.00         |
| Elizabeth         | Ryan             | Academic Counselor, Hudson Scholars                 | 110                 | May 24, 2023          | \$ 48,000.00         |

**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 FULL-TIME FACULTY**

| <b>First Name</b> | <b>Last Name</b> | <b>Title</b>   | <b>Effective Date</b> | <b>Annual Salary</b> |
|-------------------|------------------|--|-----------------------|----------------------|
| Sherry            | Gerwer           | Instructor, Nursing (Tenure-track)                   | May 10, 2023          | \$ 55,434.92         |
| Dorante Dawn      | Richards         | Instructor, Nursing, Weekend Division (Tenure-track) | August 15, 2023       | \$ 55,434.92         |

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

**4. 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 24, 2023          | December 31, 2023           | \$ 46,096.61         |
| Laurice           | Dukes            | Associate Director, Gateway to Innovation (Grant-funded)                 | 113                 | May 24, 2023          | December 31, 2023           | \$ 60,000.00         |
| Evani             | Greene           | Student Success Coach, Gateway to Innovation (Grant- funded)             | 109                 | May 24, 2023          | December 31, 2023           | \$ 46,096.61         |
| Afrodita          | Hernandez        | Student Success Coach, Gateway to Innovation (Grant- funded)             | 109                 | May 24, 2023          | December 31, 2023           | \$ 46,096.61         |
| Hiram             | Miranda          | Technology and Finance Coordinator, Gateway to Innovation (Grant-funded) | 109                 | May 24, 2023          | December 31, 2023           | \$ 46,096.61         |
| Esperanza         | Robles           | Admissions Advisor   | 109                 | May 10, 2023          | December 31, 2023           | \$ 46,096.61         |

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

**5. REAPPOINTMENT OF TENURE-TRACK FACULTY FOR ACADEMIC YEAR 2023-24**

Marissa Lontoc, Instructor, Business, Culinary Arts, and Hospitality Management  
Rong Xiao, Instructor, Business, Culinary Arts, and Hospitality Management

Jonathan Cabrera, Instructor, Humanities and Social Sciences  
Christopher Cody, Instructor, Humanities and Social Sciences  
Heather Connors, Instructor, Humanities and Social Sciences  
Josué Pérez, Instructor, Humanities and Social Sciences  
Kate Thurman, Instructor, Humanities and Social Sciences

Ingrid Aviles, Instructor, Nursing and Health Professions  
Inez Cruz, Instructor, Nursing and Health Professions  
Madeline Cruz, Instructor, Nursing and Health Professions  
Karen Hosick, Instructor, Nursing and Health Professions

Yavuz Guner, Instructor, STEM  
Raffi Manjikian, Instructor, STEM  
Daniel Ondieki, Instructor, STEM  
Laura Samuelsen, Instructor, STEM  
Gunes Senturk, Instructor, STEM

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Reappointment of Tenure-track Faculty above as Personnel Recommendation Item No. 5.*

**6. REAPPOINTMENT OF COLLEGE LECTURERS, NON-TENURED, FOR ACADEMIC YEAR 2023-24**

Sharon Daughtry, College Lecturer, Business, Culinary Arts, and Hospitality Management

Richard Walker, College Lecturer, Humanities and Social Sciences

Griselda Frane, College Lecturer, Nursing and Health Professions  
 Ruthann Kelman, College Lecturer, Nursing and Health Professions  
 Carmen Pelardis, College Lecturer, Nursing and Health Professions  
 Nancy Saliba, College Lecturer, Nursing and Health Professions

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Reappointment of College Lecturers above as Personnel Recommendation Item No. 6.*

**7. AUTHORIZATION OF PART-TIME STAFF THROUGH MAY 2024, AS NEEDED**

| <b>FIRST NAME</b> | <b>LAST NAME</b>   | <b>DEPARTMENT</b>                              | <b>TITLE</b>     | <b>POSITION ID</b>              | <b>SUPERVISOR</b>                   |
|-------------------|--------------------|--|------------------|---------------------------------|-------------------------------------|
| LaTyra            | Danner             | Culinary Arts                                  | Office Assistant | OFFAST-101030                   | Ara Karakashian                     |
| Samir             | Nour               | Culinary Arts                                  | Office Assistant | OFFAST-101030                   | Ara Karakashian                     |
| Manira            | Traore             | Culinary Arts                                  | Office Assistant | OFFAST-101030                   | Ara Karakashian                     |
| Daniella          | Araoz              | Humanities and Social Sciences                 | Office Assistant | OFFAST-101020                   | Jacquelyn De-Lemos                  |
| Dina              | Botros             | Humanities and Social Sciences                 | Office Assistant | OFFAST-101021                   | Jacquelyn De-Lemos                  |
| Bruce             | Vereen-Nealous Jr. | Humanities and Social Sciences                 | Office Assistant | OFFAST-101020                   | Jacquelyn De-Lemos                  |
| Ana-Maria         | Botea              | Nursing  | Office Assistant | OFFAST-101017                   | Lori Byrd                           |
| Thomas            | Andolfo            | Continuing Education and Workforce Development | Instructor       | PTINST-102010                   | Chastity Farrell                    |
| Jacquelyn         | Bird               | Continuing Education and Workforce Development | Instructor       | PTINST-102010                   | Chastity Farrell                    |
| Martine           | Cadet              | Continuing Education and Workforce Development | Instructor       | PTINST-102010                   | Chastity Farrell                    |
| Gina              | Calderon           | Continuing Education and Workforce Development | Instructor       | PTINST-103005                   | Catherina Mirasol                   |
| Ricardo           | Camacho Jr.        | Continuing Education and Workforce Development | Instructor       | PTINST-102010                   | Chastity Farrell                    |
| Belen             | Deri               | Continuing Education and Workforce Development | Instructor       | PTINST-103005                   | Catherina Mirasol                   |
| Carlos            | Fernandez          | Continuing Education and Workforce Development | Instructor       | PTINST-103005;<br>PTINST-603091 | Catherina Mirasol/<br>Maritza Reyes |
| Inez              | Johnson            | Continuing Education and Workforce Development | Instructor       | PTINST-103005                   | Catherina Mirasol                   |
| Felicia           | Kazin Penchina     | Continuing Education and Workforce Development | Instructor       | PTINST-103005                   | Catherina Mirasol                   |
| Corazon           | Lacsamana          | Continuing Education and Workforce Development | Instructor       | PTINST-102010                   | Chastity Farrell                    |
| Paola Astrid      | Leon               | Continuing Education and Workforce Development | Instructor       | PTINST-102010                   | Chastity Farrell                    |

|           |                  |  |                             |                                 |                                     |
|-----------|------------------|--|-----------------------------|---------------------------------|-------------------------------------|
| Jeanne    | Logossou         | Continuing Education and Workforce Development | Instructor                  | PTINST-102010                   | Chastity Farrell                    |
| Maurice   | Patterson        | Continuing Education and Workforce Development | Instructor                  | PTINST-103005;<br>PTINST-603091 | Catherina Mirasol/<br>Maritza Reyes |
| Perla     | Peralta          | Continuing Education and Workforce Development | Instructor                  | PTINST-102010                   | Chastity Farrell                    |
| Elizabeth | Santiago         | Continuing Education and Workforce Development | Instructor                  | PTINST-102010                   | Chastity Farrell                    |
| Cynthia   | Srednicki        | Continuing Education and Workforce Development | Instructor                  | PTINST-102010                   | Chastity Farrell                    |
| Jose      | Torre            | Continuing Education and Workforce Development | Instructor                  | PTINST-103005                   | Catherina Mirasol                   |
| Sam       | Varghese         | Continuing Education and Workforce Development | Healthcare Instructor       | HCINST-103005;<br>HCINST-601515 | Samaya Yashayeva/<br>Anita Belle    |
| Marvin    | Alas             | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Hena      | Arshad           | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Yaj       | Barot            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Magda     | Dimanche         | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Mira      | Domayida         | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Ana       | Hernandez Aquino | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Aahnik    | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Aaron     | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Chirag    | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Deep      | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Dhyey     | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Karan     | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Mansi     | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Romil     | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Shiv      | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Prit      | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Ohm       | Patel            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Jonathan  | Ramos            | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Matthew   | Roperos          | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |
| Kevin     | Shah             | Information Technology Services                | Instructional Lab Assistant | ISTLAB-253025                   | Diana Perez                         |

|          |            |                                 |                             |                |                   |
|----------|------------|---------------------------------|-----------------------------|----------------|-------------------|
| Selena   | Suarez     | Information Technology Services | Instructional Lab Assistant | ISTLAB-253025  | Diana Perez       |
| Margie   | Tabora     | Information Technology Services | Instructional Lab Assistant | ISTLAB-253025  | Diana Perez       |
| Ana      | Velasquez  | Information Technology Services | Instructional Lab Assistant | ISTLAB-253025  | Diana Perez       |
| Aphyra   | Verna      | Information Technology Services | Instructional Lab Assistant | ISTLAB-253025  | Diana Perez       |
| Milkelly | Cross      | North Hudson Campus             | Office Assistant            | OFFAST-252030  | Joseph Caniglia   |
| Salma    | Abdelwahed | Cultural Affairs                | Program Assistant           | PTPRGA-255011  | Michelle Vitale   |
| Elaf     | Hussein    | Cultural Affairs                | Gallery Educator            | GALEDU-255011  | Michelle Vitale   |
| Mariam   | Amer       | Advisement and Counseling       | Office Assistant            | OFFAST-200510  | Jenny Henriquez   |
| Joseph   | Arce       | Advisement and Counseling       | Advisor                     | Advisor-200510 | Jenny Henriquez   |
| Igor     | Tserkun    | Advisement and Counseling       | Office Assistant            | OFFAST-200510  | Jenny Henriquez   |
| Joseph   | Wise       | Educational Opportunity Fund    | Office Assistant            | OFFAST-150515  | Jose Lowe         |
| Lisa     | Farkas     | Hudson Helps Resource Center    | Food Pantry Manager         | PTRYMGR-603055 | Katherine Morales |
| Youstina | Abdou      | Financial Aid                   | Office Assistant            | OFFAST-200520  | Sylvia Mendoza    |
| Elianna  | Grullon    | Financial Aid                   | Office Assistant            | OFFAST-200520  | Sylvia Mendoza    |
| Safa     | Rarhibou   | Financial Aid                   | Office Assistant            | OFFAST-200520  | Sylvia Mendoza    |
| Atrell   | Johnson    | Student Life and Leadership     | Student Center Assistant    | STUCENT-701000 | Veronica Gerosimo |
| Birva    | Pinto      | Student Life and Leadership     | Student Center Assistant    | STUCENT-701000 | Veronica Gerosimo |
| Paulina  | Sonza      | Student Life and Leadership     | Event Assistant             | STUCENT-701000 | Veronica Gerosimo |

**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 7.*

#### **8. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS**

| <b>First Name</b> | <b>Last Name</b> | <b>Department</b>  |
|-------------------|------------------|--|
| Stephen           | Antsiz           | School of Science, Technology, Engineering, and Mathematics (STEM) |
| Michael           | Ferner           | School of Science, Technology, Engineering, and Mathematics (STEM) |

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of New Hire Adjunct Instructors listed above as Personnel Recommendation Item No 8.*

**9. MODIFICATIONS TO STAFFING TABLE**

| <b>Current Approved Title</b> | <b>New Title</b>               | <b>Incumbent (If applicable)</b> | <b>Salary Grade and Salary Adjustment (If applicable)</b> | <b>Effective Date</b> |
|-------------------------------|--------------------------------|----------------------------------|---|-----------------------|
| N/A                           | Student Success Coach, Nursing | N/A                              | Grade 109   | May 10, 2023          |
| N/A                           | Retention Specialist, Nursing  | N/A                              | Grade 109   | May 10, 2023          |

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Modifications to Staffing Table listed above as Personnel Recommendation Item No 9.*

**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 1-9.**

*1) Resignation; 2) Appointment of Full-time Staff; 3) Appointment of Full-time Faculty; 4) Appointment of Temporary Full-time Staff; 5) Reappointment of Tenure-track Faculty; 6) Reappointment of College Lecturers, Non-tenured; 7) Authorization of Part-time Staff, as Needed; 8) Appointment of New Hire Adjunct Instructors; and 9) Modifications to Staffing Table.*

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

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

**DATE:** May 9, 2023

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**

**May 9, 2023**

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS**

**1. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and AHS Hospital Corp. for Clinical Experiences in HCCC's Registered Nursing (RN) Program**

*WHEREAS*, Hudson County Community College ("College") offers an Associate of Science in Nursing (RN) degree program ("Program") through its School of Nursing and Health Professions; and,

*WHEREAS*, the Program includes an internship component; and,

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

*WHEREAS*, AHS Hospital Corp. continues to have the capacity to meet the needs of the Program; and,

*WHEREAS*, Hudson County Community College seeks to renew its Affiliation Agreement ("Agreement") with AHS Hospital Corp. whereby students enrolled in the Program will be able to complete internship experiences; and,

*WHEREAS*, this Agreement will remain in effect for the term listed in the Agreement unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

*WHEREAS*, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and AHS Hospital Corp.;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and AHS Hospital Corp., effective June 30, 2023.

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

**2. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Hackensack Meridian Health for Clinical Experiences in HCCC's Registered Nursing (RN) Program**

*WHEREAS*, Hudson County Community College ("College") offers an Associate of Science in Nursing (RN) degree program ("Program") through its School of Nursing and Health Professions; and,

*WHEREAS*, the Program includes an internship component; and,

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

*WHEREAS*, Hackensack Meridian Health continues to have the capacity to meet the needs of the Program; and,

**WHEREAS**, Hudson County Community College seeks to renew its Affiliation Agreement (“Agreement”) with Hackensack Meridian Health whereby students enrolled in the Program will be able to complete internship experiences; and,

**WHEREAS**, this Agreement will remain in effect for the term listed in the Agreement unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and Hackensack Meridian Health;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and Hackensack Meridian Health, effective December 31, 2023.

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

**3. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and University Hospital for Clinical Experiences in HCCC’s Registered Nursing (RN) Program**

**WHEREAS**, Hudson County Community College (“College”) offers an Associate of Science in Nursing (RN) degree program (“Program”) through its School of Nursing and Health Professions; and,

**WHEREAS**, the Program includes an internship component; and,

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

**WHEREAS**, University Hospital continues to have the capacity to meet the needs of the Program; and,

**WHEREAS**, Hudson County Community College seeks to renew its Affiliation Agreement (“Agreement”) with University Hospital whereby students enrolled in the Program will be able to complete internship experiences; and,

**WHEREAS**, this Agreement will remain in effect for the term listed in the Agreement unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and University Hospital;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and University Hospital, retroactive to April 1, 2023.

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

**4. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and the Department of Veterans Affairs for Clinical Experiences in HCCC’s Practical Nursing (PN) Program**

**WHEREAS**, Hudson County Community College (“College”) offers a Certificate in Practical Nursing (PN) program (“Program”) through its School of Nursing and Health Professions; and,

*WHEREAS, the Program includes an internship component; and,*

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

*WHEREAS, the Department of Veterans Affairs 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 the Department of Veterans Affairs whereby students enrolled in the Program will be able to complete internship experiences; and,*

*WHEREAS, this Agreement will remain in effect for the term listed in the Agreement unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,*

*WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and the Department of Veterans Affairs;*

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and the Department of Veterans Affairs, effective upon approval.

**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 Affiliation Agreement Between Hudson County Community College (HCCC) and the Department of Veterans Affairs for Clinical Experiences in HCCC’s Registered Nursing (RN) Program**

*WHEREAS, Hudson County Community College (“College”) offers an Associate of Science in Nursing (RN) degree program (“Program”) through its School of Nursing and Health Professions; and,*

*WHEREAS, the Program includes an internship component; and,*

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

*WHEREAS, the Department of Veterans Affairs 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 the Department of Veterans Affairs whereby students enrolled in the Program will be able to complete internship experiences; and,*

*WHEREAS, this Agreement will remain in effect for the term listed in the Agreement unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,*

*WHEREAS, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and the Department of Veterans Affairs;*

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and the Department of Veterans Affairs, effective upon approval.

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

**6. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Fab Fitness Studio for Internship Experiences in HCCC's Exercise Science and Personal Fitness Training Programs**

**WHEREAS**, Hudson County Community College ("College") offers an Associate of Science in Exercise Science degree program and a Proficiency Certificate in Personal Fitness Training (collectively, "Programs") through its School of Nursing and Health Professions; and,

**WHEREAS**, the Programs include an internship component; and,

**WHEREAS**, the Programs require additional sites at which its students can fulfill the requisite internship experiences; and,

**WHEREAS**, Fab Fitness Studio has the capacity to meet the needs of the Programs; and,

**WHEREAS**, Hudson County Community College seeks to enter into an Affiliation Agreement ("Agreement") with Fab Fitness Studio whereby students enrolled in the Programs will be able to complete internship experiences; and,

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

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and Fab Fitness Studio;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and Fab Fitness Studio, effective May 15, 2023.

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

**7. Resolution Authorizing Renewal of Agreement Between Hudson County Community College (HCCC) and the Hudson County Department of Housing and Community Reintegration for the Delivery and Expansion of the Academic and Workforce Pathways Program in Partnership with the Department of Corrections and Rehabilitation**

**WHEREAS**, Hudson County Community College ("College") and the Hudson County Department of Housing and Community Reintegration, in partnership with the Department of Corrections and Rehabilitation, propose to enter into an agreement to deliver and expand the Academic Workforce and Pathway Program to provide college credits to those housed in the Hudson County Correctional Center ("Program"); and,

**WHEREAS**, through the Program, the College can offer sixty certificate and degree programs to inmates, a program not found in any other county jail in New Jersey; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (b), the proposed agreement may be entered into between the parties without public advertising for bids; and,

**WHEREAS**, the proposed term of the agreement is for one (1) year; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend this agreement;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the agreement between Hudson County Community College and the Hudson County Department of Housing and Community Reintegration for the Program as described herein, effective June 1, 2023.

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

**8. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and the Hudson County Department of Housing and Community Reintegration for the Delivery of the HCCC Skills Training Academy**

**WHEREAS**, the Department of Housing and Community Reintegration wishes to enter into a contract with Hudson County Community College for the "Skills Training Academy for Workfirst High Risk Clients" Pilot Program; and,

**WHEREAS**, through this contract, Program participants will be trained by HCCC in Workfirst Development approved occupations and receive an industry recognized credential; and,

**WHEREAS**, the targeted group for the Program will be welfare eligible clients who are in need of assistance for mental health, substance abuse or domestic violence, and formerly incarcerated individuals or individuals who are in danger of losing their welfare benefits due to continuous non-compliance with regulations; and,

**WHEREAS**, this will be a one-year program from May 1, 2023 to April 30, 2024; and,

**WHEREAS**, the fee to be charged under this Pilot Program is TWO HUNDRED FIFTY THOUSAND DOLLARS AND 00/100 (\$250,000.00), which will be funded by the Department of Community Affairs (DCA) Re-Entry Grant funds; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and the Hudson County Department of Housing and Community Reintegration;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the agreement between Hudson County Community College and the Hudson County Department of Housing and Community Reintegration for the Program as described herein, retroactive to May 1, 2023.

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

**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 1-8:**

1) Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and AHS Hospital Corp. for Clinical Experiences in HCCC's Registered Nursing (RN) Program; 2) Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Hackensack Meridian Health for Clinical Experiences in HCCC's Registered Nursing (RN) Program; 3) Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and University Hospital for Clinical Experiences in HCCC's Registered Nursing (RN) Program; 4) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and the Department of Veterans Affairs for Clinical Experiences in HCCC's Practical Nursing (PN) Program; 5) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and the Department of Veterans Affairs for Clinical Experiences in HCCC's Registered Nursing (RN) Program; 6) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Fab Fitness Studio for Internship Experiences in HCCC's Exercise Science and Personal Fitness Training Programs; 7) Resolution Authorizing Renewal of Agreement Between Hudson County Community College (HCCC) and the Hudson County Department of Housing and Community Reintegration for the Delivery and Expansion of the Academic and Workforce Pathways Program in Partnership with the Department of Corrections and Rehabilitation; and, 8) Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and the Hudson County Department of Housing and Community Reintegration for the Delivery of the HCCC Skills Training Academy.

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

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

**DATE:** May 9, 2023

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

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay

## ***Supporting Documents***

**[Please Click Here for Supporting Materials](#)**

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

**May 9, 2023**

**X. NEW BUSINESS**

**INTRODUCED BY:**

\_\_\_\_\_

**SECONDED BY:**

\_\_\_\_\_

**DATE:**

May 9, 2023

*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**

**May 9, 2023**

**XI. ADJOURNMENT**

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED THAT** the May 9, 2023 meeting of the Hudson County Community College Board of Trustees be adjourned at \_\_\_\_P.M.

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

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

**DATE:** May 9, 2023

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

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay