

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

**Regular Meeting – Board of Trustees**  
**Tuesday, August 9, 2022**  
**5:00 P.M., Via Zoom**

Download the Zoom app onto a PC, Mac, iPad, iPhone, or Android device. Only members of the public who download the Zoom app and join from a computer or mobile device will be able to participate during the *Comments from the Public* portion of the meeting.

Video functionality is available only to members of the Hudson County Community College Board of Trustees and staff as needed.

Topic: HCCC August 2022 Board of Trustees Meeting

When: Aug 9, 2022, 5:00 PM Eastern Time (US and Canada)

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

<https://zoom.us/j/91813946762?pwd=ZStobGFIZWMrWIA5YlhZRDJZRW1ydz09>

Passcode: 796678

Telephone: (646) 931 3860

Webinar ID: 918 1394 6762

Passcode: 796678

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, 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 speaker will participate via audio-only.

**AGENDA**

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

*Mr. Netchert*

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

**Trustees:**

*Joseph Doria*

*Karen Fahrenholz, Secretary/Treasurer*

*Pamela Gardner*

*Frank Gargiulo*

*Roberta Kenny*

*Bakari Lee, Vice Chair*

*William Netchert, Chair*

*Jasmine Ngin – Student Alumni Representative*

*Jeanette Peña*

*Christopher Reber, President*

*Silvia Rodriguez*

*Harold Stahl*

- |              |   |                     |
|--------------|---|---------------------|
| <b>III.</b>  | <b>COMMENTS FROM THE PUBLIC</b>   | <i>Mr. Netchert</i> |
| <b>IV.</b>   | <b>CLOSED SESSION</b> <i>(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.)</i> |                     |
| <b>V.</b>    | <b>REPORTS</b>  |                     |
|              | 1. <i>President's Report</i>  | <i>Dr. Reber</i>    |
|              | 2. <i>All College Council Chair's Report</i>  | <i>Dr. Cronrath</i> |
| <b>VI.</b>   | <b>REGULAR MONTHLY REPORTS AND RECOMMENDATIONS</b>  | <i>Dr. Reber</i>    |
|              | 1. <i>Minutes of Previous Meetings</i>  |                     |
|              | 2. <i>Gifts, Grants, and Contracts</i>  |                     |
| <b>VII.</b>  | <b>FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS</b>   | <i>Dr. Reber</i>    |
| <b>VIII.</b> | <b>PERSONNEL RECOMMENDATIONS</b>  | <i>Dr. Reber</i>    |
| <b>IX.</b>   | <b>ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS</b>   | <i>Dr. Reber</i>    |
| <b>X.</b>    | <b>NEW BUSINESS</b>   | <i>Mr. Netchert</i> |
| <b>XI.</b>   | <b>ADJOURNMENT</b>  | <i>Mr. Netchert</i> |

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

**August 9, 2022**

**II. ROLL CALL**

**Trustees:**

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

Karen Fahrenholz, Secretary/Treasurer \_\_\_\_\_

Pamela Gardner \_\_\_\_\_

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

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

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

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

Jasmine Ngin, Student Alumni Representative, ex officio \_\_\_\_\_

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**

**August 9, 2022**

**III. COMMENTS FROM THE PUBLIC**

*If 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 speaker will participate via audio-only.*

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

*August 9, 2022*

**IV. CLOSED SESSION**

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

**August 9, 2022**

**V. REPORTS**

1. *All College Council Chair's Report (P. Cronrath)*

2. *President's Report (C. Reber)*

*Status Report on the HCCC Tower Project*

*Dr. Nicholas Chiaravalloti, Vice President for External Affairs and Senior Counsel to the President*

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

**August 9, 2022**

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

**1. MINUTES OF PREVIOUS MEETING**

*The Minutes of the Regular Meeting of June 14, 2022 are herewith submitted to the Board Trustees for approval. (Attachment A)*

*Recommendation:*

*It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of June 14, 2022.*

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

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

*TITLE: Adult Transition Center*

*AGENCY: Office of the Secretary of Higher Education (OSHE)*

*PURPOSE OF GRANT: This grant aims to provide students with developmental disabilities the support and resources necessary to experience more successful transitions from secondary school to postsecondary education and adult employment, and promote independent living opportunities by providing appropriate skills to be successful.*

*COLLEGE ADMINISTRATOR: Lori Margolin*

*COLLEGE CONTRIBUTION: \$0*

*AWARD AMOUNT: \$250,000.00*

*TITLE: All Within My Hands Foundation: "The Metallica Scholars Initiative"*

*AGENCY: American Association of Community Colleges (AACC)*

*PURPOSE OF GRANT: The initiative's purpose is to provide direct support to community colleges to enhance career and technical education programs.*

*COLLEGE ADMINISTRATOR: Dr. Heather Devries and Lori Margolin*

*COLLEGE CONTRIBUTION: \$0*

*AWARD AMOUNT: \$100,000.00*

*TITLE: Supplemental Support Under the American Rescue Plan (SSARP)*

*AGENCY: US Department of Education*

*PURPOSE OF GRANT: To support unmet needs due to the coronavirus.*



COLLEGE ADMINISTRATOR: Geoffrey Sims

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$2,711,622.00

TITLE: New Jersey Pathways to Career Opportunities

AGENCY: New Jersey Community College Consortium for Workforce and Economic Development

PURPOSE OF GRANT: The Pathways initiative brings together employers, industry associations, labor unions, educational institutions, and workforce development partners to provide students, adult learners, and workers the education and career pathways they need to find new careers to earn competitive wages, and to ensure that employers have access to a highly skilled, innovative workforce to meet critical labor market needs.

COLLEGE ADMINISTRATOR: Lori Margolin and Dr. Burl Yearwood

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$336,200.00

TITLE: Gateway to Innovation 2.0

AGENCY: JPMorgan Chase Foundation

PURPOSE OF GRANT: The goal of the Gateway to Innovation Program is to provide upward social and economic mobility aligned with workforce and community needs.

COLLEGE ADMINISTRATOR: Lori Margolin

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$200,000.00

**RESOLUTION:**

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

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

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

**DATE:** August 9, 2022

Doria, Joseph	_____
Fahrenheit, Karen	_____
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, June 14, 2022**  
**5:00 P.M., via Zoom**

**MINUTES**

**PRESENT:** *Joseph Doria; Karen Fahrenholz (Secretary/Treasurer); Pamela Gardner; Bakari Lee (Vice Chair); William Netchert (Chair); Jasmine Ngin (Student Alumni Representative); Jeannette Peña; Christopher Reber*

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

**ABSENT:** *Frank Gargiulo; Roberta Kenny; Silvia Rodriguez; Harold Stahl*

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

**II. ROLL CALL**

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

**IV. CLOSED SESSION – None**

**V. REPORTS**

**1. President's Report**

*President Reber offered the following remarks.*

Good evening, Trustees and colleagues. It's so nice to see you this evening!

Trustees, thank you for your support of the College's recent, spectacular, and truly inspirational Commencement Ceremony held at Red Bull Arena in Harrison. We thank Trustees Netchert, Fahrenholz, Gardner, and Stahl for participating in the ceremony on the Commencement stage. We thank Chairman Netchert for offering remarks on behalf of the Board. And we thank Trustee Stahl and Trustee Emeritus and Harrison Mayor James Fife for their help and support with Commencement plans and needs.

This was an historic celebration of our students, their family members and loved ones, our faculty, staff, trustees, friends, and community. More than 7,000 people attended to see and congratulate the nearly 800 participating graduates from the classes of 2020, 2021, and 2022.

Commencement is the culmination of – and reason for – all we do in the life of this great College. We look forward to many future Commencement ceremonies at Red Bull Arena, which has proven to be an ideal venue for Commencement located right here in Hudson County. Trustee Lee, thank you again for advocating Red Bull Arena as our new Commencement site!

Today, I have invited the College's Chief Information Officer, Patricia Clay, to speak about the significant investments in technology you have approved over the past several years. With your strong support, Hudson County Community College's increasingly state-of-the-art technology is being leveraged to promote student success, access, efficiency, security, and other positive and

**ATTACHMENT A**  
**ITEM VI - Minutes of June 14, 2022 Meeting**  
**Page | 2**

best practice outcomes. Trisha, we thank you and your skilled and dedicated team for all you do to support the HCCC Family and our transformational mission.

Thank you for joining us and speaking this evening.

*Patricia Clay offered remarks and presented [Technology Serving Student Success at HCCC](#)*

Good evening, Trustees. Thank you, Dr. Reber, for giving me a few minutes to discuss how technology is serving our students at Hudson County Community College. I'm Trisha Clay, and I am the Chief Information Officer leading Information Technology Services. We have a wonderful ITS team dedicated to the College and our students. I'm proud to work with them every day.

The security of our systems and our information is critical. Criminals have access to free tools and systems to profit from whatever access they can get. There is no one silver bullet to security. As I've learned over the years working with EDUCAUSE and the Higher Education Information Security Council, we need layers of protection to reduce our risk. We are using new technologies, such as Beyond Identity, Fischer Identity, Cohesity, KnowBe4, Mimecast, and Nutanix, as well as other mitigations, to make it as simple as possible for our employees and students to work and study securely.

Security is critical, but underlying all of our technology is infrastructure. The network allows us to communicate between our buildings on this campus, to North Hudson and Secaucus, and to the world via the Internet. Recently, we have upgraded network hardware across campus, updated cabling in 870 Bergen, full network updates of North Hudson campus, and wifi upgrades across the College to keep our network as fast and reliable as possible.

Our students' success is our most prominent goal, and we consistently add technology for our faculty and students to improve learning outcomes. Lately, we've added several entirely new options, such as a Video Studio to record lectures, presentations, and demonstrations, and several new technologies in the Center for Teaching, Learning, and Innovation (CTLI) to help faculty reach new levels of excellence. We promote access to HCCC desktops with all the software students need, both on campus and remotely, and from any device with Virtual Desktop Infrastructure (VDI). VDI helps us help students by powering our laptop loan Chromebooks to run most any software students need. We've added eGlass, a truly new platform that allows faculty to whiteboard over video conferencing while interacting with their students through the glass board. This is a very promising technology for STEM and other faculty who write equations and the like on a whiteboard.

Technology is not limited to the classroom at HCCC. We use technology for administrative and business functions and are always working to streamline this technology. Tonight, you will be approving HCCC's new Student Success and Advising Platform that will be used by advisors, faculty, staff, and students to empower students throughout their academic careers and allow advisors and faculty to intervene with students as needed. The platform puts all on the same footing and will allow analytics to show where and what interventions are needed. We've modernized grading and finance with new Self Service offerings.

We are managing our documents and their workflow with the Laserfiche platform. For example, this allowed us to gather proof of vaccination for all employees in a short time and keep that information stored securely. We've taken Faculty Contracts and Online Learning agreements to a new level with electronic signatures and document routing with Adobe Sign. We have updated our phone system, adding options for using an app to answer our phone extensions, receive our voicemail by email, and use updated technology to save the college money over time.

**ATTACHMENT A**  
**ITEM VI - Minutes of June 14, 2022 Meeting**  
**Page | 3**

We continue to add to our Immersive Telepresence Video (ITV) spaces across the campus. The College has leveraged Coronavirus funding, OSHE grant funding, and a Federal Earmark grant to increase the availability of different programs across the Journal Square and North Hudson campuses. The Culinary building's 14 kitchens and classrooms are complete, and I will share a video highlighting them in a moment. Over the summer, we will be completing 20 labs in the STEM Building, allowing class interaction and views of demonstrations and experiments to be captured on video. We've added ITV technology for the Center for Teaching, Learning, and Innovation (CTLI), Center for Online Learning (COL), L518, and, coming soon, L514 and N306 for Computer Art students. We will be adding seven more ITV classrooms at the North Hudson Campus in the coming months, as well as the EOF offices in J Building and room 206 in STEM. We want this technology to be available for all programs across the college as it provides superior remote connections for students and faculty.

All of this technology is great but isn't very helpful without training. ITS and our colleagues in the COL and CTLI provide a robust training schedule. Our Academic Computer Labs team, led capably by Diana Perez, runs bi-weekly ITV training in the summer and weekly training in the fall and spring. With COVID funding, we've increased professional development opportunities, such as the Online Learning Consortium conference for faculty and staff. Internally, we talk to deans and faculty on a regular basis to determine additional training that is needed. We also provide guides and training videos on the College website for access by faculty, staff, and students at any time.

I thank you for your time this evening. We in ITS truly appreciate the support of the Board and the administration. Hudson is Home, and we are glad to be a part of it! Please let me know if you have any questions.

*President Reber resumed his remarks.*

Thanks so much, Trisha!

Trustees, this concludes my report.

Trisha and I would be happy to entertain any questions or comments you might have.

*Trustee Lee offered the following remarks.*

There are rumors about outside forces coming in and taking over colleges through IT platforms or databases. What exactly are we doing to protect ourselves from perpetrators stealing our information and using it for ransom?

*Patricia Clay responded with the following remarks.*

The way of preventing that is through layered mitigation strategies. We're training everyone about phishing in order to spread awareness of what those attempts look like. Phishing often can come in the form of an email. The next step is Mimecast, which strips URLs out of the email before bad emails are received. Then comes multifactor authentication, in which you need something in addition to your passwords like a code or text that is delivered exclusively to you. Finally, we have backups in case all other security measures fail.

The reason why other organizations pay a ransom or are down for weeks, even months, is because they do not have adequate backups. These are the layers that we are developing and implementing. We continue to add more security as we keep abreast of developments and new vulnerabilities arise.

**ATTACHMENT A**  
**ITEM VI - Minutes of June 14, 2022 Meeting**  
**Page | 4**

*Trustee Lee made closing remarks.*

Thank you for answering my question. Please continue to be ever vigilant.

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

1. *The Minutes of the Regular Meeting of May 17, 2022, were approved.*

*Introduced by: Bakari Lee*

*Seconded by: Jeannette Peña*

*6 Ayes.....0 Nays*

*Resolutions Adopted*

**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-18:**

1. Resolution Authorizing Gabert Library and North Hudson Campus Glass Barriers, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$645,000, was approved.
2. Resolution Authorizing Real Estate Counsel Services, to be funded from the operating budget at a cost not to exceed \$150 per hour, was approved.
3. Resolution Authorizing Purchase of Furniture for New Professional Association Office, to be funded from Chapter 12 funds at a cost not to exceed \$28,279, was approved.
4. Resolution Authorizing IT and Data Installation in the STEM Building, to be funded by the American Rescue Plan (ARP) Grant at a cost not to exceed \$220,713, was approved.
5. Resolution Authorizing Purchase of Title V Evaluator to be Funded by the Golden Door/La Puerta Dorada Grant for a term not to exceed three years and an estimated three hundred hours, was approved.
6. Resolution Authorizing Purchase of Student Services and Advising Platform, to be funded from the operating budget at a cost not to exceed \$180,000, was approved.
7. Resolution Authorizing Purchase of Online Proctoring Program, to be funded from the operating budget at a cost not to exceed \$46,000, was approved.
8. Resolution Authorizing Purchase of Anti-Virus Software, to be funded from the operating budget at a cost not to exceed \$23,323, was approved.
9. Resolution Authorizing Renewal of Video/Podcast Services for the Office of Communications, to be funded from the operating budget at a cost not to exceed \$70,000, was approved.
10. Resolution Authorizing Renewal of Digital Advertisement Services, to be funded from the operating budget at a cost not to exceed \$49,980, was approved.
11. Resolution Authorizing Renewal of Altice Media Services Contract for Cable Advertisements, to be funded from the operating budget at a cost not to exceed \$61,184, was approved.
12. Resolution Authorizing Renewal of News 12 Media Services Contract for Cable Advertisements, to be funded from the operating budget at a cost not to exceed \$28,860, was approved.

**ATTACHMENT A**  
**ITEM VI - Minutes of June 14, 2022 Meeting**  
**Page | 5**

13. Resolution Authorizing Renewal of Effectv Media Services for Cable Advertisements, to be funded from the operating budget at a cost not to exceed \$50,097, was approved.
14. Resolution Authorizing Renewal of College-Wide Telephone System Services, to be funded from the operating budget for the anticipated term of one year, was approved.
15. Resolution Authorizing Renewal of Maintenance and Repair Services for Fire Alarms, to be funded from the operating budget at a cost not to exceed \$48,800, was approved.
16. Resolution Authorizing Renewal of Liability and Casualty Insurance, to be funded from the operating budget at an annual cost not to exceed \$568,907, was approved.
17. Resolution Authorizing Collection Services, for the anticipated term of two years at the same cost as the prior year's contracts with no fee increases, was approved.
18. Resolution Approving Fourth Amended and Restated Employment Agreement of Christopher M. Reber, HCCC President, for a rolling term of three years, was approved.

*Introduced by: Bakari Lee*  
*Seconded by: Karen Fahrenholz*

6 Ayes.....0 Nays

*Resolutions Adopted*

**VIII. PERSONNEL RECOMMENDATIONS 1-9:**

**1. RESIGNATIONS**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Nakiya Marie	Santos	Recruiter	June 2, 2022
Kyle	Woolley	Associate Director, Honors Program	June 17, 2022

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

**2. APPOINTMENT OF STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Dalisay	Bacal	Administrative Assistant, Continuing Education and Workforce Development	June 15, 2022	\$ 40,000.00

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

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

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Karina	Arango	Student Success Coordinator, Academic Workforce Pathway Program (Grant-funded)	June 15, 2022	\$ 40,000.00
Ronny	Canales	Administrative Support Specialist, STEM	June 15, 2022	\$ 35,000.00
Haida	Contla	Program Assistant, Early College Programs	July 1, 2022	\$ 41,200.00
Natalia	Da Silva	Development Coordinator, Advancement	July 1, 2022	\$ 47,380.00

**ATTACHMENT A**  
**ITEM VI - Minutes of June 14, 2022 Meeting**  
**Page | 6**

Jedediah	Palmer	Director of ESL and Academic Foundations English	July 1, 2022	\$ 68,329.99
Esperanza	Robles-Class	COVID Coordinator (Grant-funded)	July 1, 2022	\$ 46,096.61
Rodrigo	Romea	Coordinator, Writing and Tutoring Centers	July 1, 2022	\$ 46,096.61
Connie	Silletti-Cafaro	Perkins Equity Coordinator (Grant-funded)	July 1, 2022	\$ 51,417.60
Leslie	Soriano	Administrative Assistant, College Libraries	June 15, 2022	\$ 38,000.00
Melanie	Suarez	Admissions Advisor	June 15, 2022	\$ 38,000.00
Alison	Wakefield	Interim Dean, Humanities and Social Sciences	July 1, 2022	\$ 123,600.00

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

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

First Name	Last Name	Title	Effective Date	Annual Salary
Tosha D.	Bratcher	Instructor, Nursing and Health Sciences (Tenure-track)	August 16, 2022	\$ 55,434.92
Marissa	Lontoc	Instructor, Business, Culinary Arts, and Hospitality Management (Tenure-track)	August 16, 2022	\$ 67,331.32
Daniel	Ondieki	Instructor, STEM, Mathematics (Tenure-track)	August 16, 2022	\$ 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. 4.*

**5. REAPPOINTMENT OF FULL-TIME TENURE-TRACK FACULTY, ACADEMIC YEAR 2022-23**

First Name	Last Name	Title
Ingrid	Aviles	Instructor, Nursing and Health Sciences
Jeanne	Baptiste	Instructor, Humanities and Social Sciences (English)
Heather	Connors	Instructor, Humanities and Social Sciences (English)
Inez	Cruz	Instructor, Nursing and Health Sciences
Madeline	Cruz	Instructor, Nursing and Health Sciences
Fidelis	Foda-Kahouo	Instructor, STEM (Mathematics)
Karen	Galli	Instructor, Humanities and Social Sciences (English)
Karen	Hosick	Instructor, Nursing and Health Sciences (Exercise Science)
Clive	Li	Instructor, STEM (Engineering Sciences)
Jihan	Nakhla	Instructor, STEM (Medical Assisting Program)
Laura	Samuelsen	Instructor, STEM (Academic Foundations Math)
Fatma	Tat	Instructor, STEM (Chemistry)
Rong "Carrie"	Xiao	Instructor, Business, Culinary Arts and Hospitality Management (Accounting)

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

**6. REAPPOINTMENT OF FULL-TIME LECTURERS, ACADEMIC YEAR 2022-23**

First Name	Last Name	Title
Sharon	Daughtry	Lecturer, Business, Culinary Arts and Hospitality Management
Griselda	Frane	Lecturer, Nursing and Health Sciences
Ruthann	Kelman	Lecturer, Nursing and Health Sciences (Clinical Nurse Specialist, Maternal Child Nursing)
Kathleen	Meehan-Hart	Lecturer, Clinical Nurse Specialist, Maternal Child Nursing
Jedediah	Palmer	Lecturer, Humanities and Social Sciences (ESL)
Carmen	Pelardis	Lecturer, Nursing and Health Sciences (Nursing)



**ATTACHMENT A**  
**ITEM VI - Minutes of June 14, 2022 Meeting**  
**Page | 7**

Nancy	Saliba	Lecturer, Nursing and Health Sciences (Nursing)
Richard	Walker	Lecturer, Humanities and Social Sciences (Criminal Justice)
Michael	Whelpley	Lecturer, Humanities and Social Sciences (Academic Foundations English)

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

**7. AUTHORIZATION OF PART-TIME STAFF THROUGH JUNE 2023, AS NEEDED**

<b>FIRST NAME</b>	<b>LAST NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>POSITION ID</b>	<b>SUPERVISOR</b>
Rimsha	Bazaid	Academic Affairs	Office Assistant	OFFAST	Pamela Bandyopadhyay
Nicole	Barnes	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Laura	Brinkley	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Laura	Burnett	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Javier	Cabezas-Velasquez	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Marisa	Daponte	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Angel	Dumancela	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Fernanda	Figuroa	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Marci	Friedman	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Kimberly	Muller	Accessibility Services	Sign Language Interpreter	150525	Karine Davis
Gabrielle	Reeves	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Samuel	Robbins	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Lisbeth	Romero	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Teresa	Sierra	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Alexandria	Stanley	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Dhrushna	Vasram	Accessibility Services	Notetaker/ Reader	READER-150525	Karine Davis
Stephen	Giordano II	ADJ Academic Support Services	Tutor	GRATUT-601021	Kenny Fabara
Adita	Singh	ADJ Academic Support Services	Office Assistant	OFFAST-101010	Kenny Fabara
Arce	Joseph	Advisement and Transfer	PT Academic Advisor	ADVISOR-200510	Sheila Dynan
Amer	Mariam	Advisement and Transfer	Office Assistant	OFFAST-200510	Sheila Dynan
Igor	Tserkun	Advisement and Transfer	Office Assistant	OFFAST-200510	Sheila Dynan
Athena	Brown	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030; PTAACAI-101030	Ara Karakashian
Anthony	Clode	Business, Culinary Arts, and Hospitality Management	Receiving Clerk	RECLERK-101030	Ara Karakashian
LaTyra	Danner	Business, Culinary Arts, and Hospitality Management	Office Assistant	OFFAST-101030	Ara Karakashian
Samir	Nour	Business, Culinary Arts, and Hospitality Management	Office Assistant	OFFAST-101030	Ara Karakashian
Anuchit	Pukdeedamrongrit	Business, Culinary Arts, and Hospitality Management	Receiving Clerk; Additional Assignments	RECLERK-101030; PTAACAI-101030	Ara Karakashian

**ATTACHMENT A**  
**ITEM VI - Minutes of June 14, 2022 Meeting**  
**Page | 8**

Manira	Traore	Business, Culinary Arts, and Hospitality Management	Office Assistant	OFFAST-101030	Ara Karakashian
Sweta	Sanghavi	Center for Teaching, Learning, and Innovation	Office Assistant	OFFAST	Paula Roberson
Anne	Hutchinson	College Libraries	PT Librarian	505455	John Hernandez
Luis	Aguayo	Continuing Education and Workforce Development	PT Computer Instructor	PTINST-103005	Catherina Mirasol
Arefa	Ali	Continuing Education and Workforce Development	PT Customer Service	PTINST-103005	Catherina Mirasol
Neil	Brownlee	Continuing Education and Workforce Development	PT Computer Instructor	PTINST-102010	Chastity Farrell
Kaivan	Cuellar	Continuing Education and Workforce Development	Office Assistant	OFFAST-102010	Chastity Farrell
Franklin	Estrada	Continuing Education and Workforce Development	Office Assistant	OFFAST-102010	Chastity Farrell
Machli K.	Joseph	Continuing Education and Workforce Development	PT Student Success Coordinator	PT AWPP SSC-606000	Anita Belle
Bola	Ladeji-Kuku	Continuing Education and Workforce Development	PT Healthcare Instructor	21-605020	Catherina Mirasol
Lilian	Martinez	Continuing Education and Workforce Development	PT Customer Service Assistant	103005	Catherina Mirasol
Hector	Mota	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Zeel	Patel	Continuing Education and Workforce Development	Office Assistant	OFFAST-102010	Chastity Farrell
Joel	Rivera	Continuing Education and Workforce Development	Office Assistant	OFFAST-102010	Chastity Farrell
Brenda	Schustrin	Continuing Education and Workforce Development	PT Customer Service	21-605020	Anita Belle
Cynthia	Vazquez	Continuing Education and Workforce Development	PT Healthcare Instructor	PTINST-102010	Chastity Farrell
Maria	Zaman	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Yasmeen	Abdelaziz	Cultural Affairs	DEI Program Assistant	DEIASST-255011	Michelle Vitale
Eduardo	Rivera Jr.	Cultural Affairs	Intern NHC Gallery	INTERN NHC	Michelle Vitale
Carlos	Amaya	Educational Opportunity Fund	Peer Mentor	603044	Jose Lowe
Marlene	Andalia	Educational Opportunity Fund	Peer Mentor	603044	Jose Lowe
Victoria	Migochi	Educational Opportunity Fund	Office Assistant	OFFAST-603044	Jose Lowe
Michele	Moore	Educational Opportunity Fund	Summer Instructor	INST-603044	Jose Lowe
Samantha	Ramirez	Educational Opportunity Fund	Office Assistant	OFFAST-603044	Jose Lowe
Faizan	Aslam	Enrollment Services	Enrollment Assistant	200525	Sabrina Bullock
Megha	Sanghavi	Finance/ Controller's Office	Office Assistant	OFFAST-253015	Suhani Aggarwal
Maria Cielo	Cortez	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Andres	Molina	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Milta	Perez-Jimenez	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Manuel	Preciado	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Phil	Carrillo	Grants	CRN Academic Coach	CRNCOACH-603018	Kenny Fabara
Elissa	D'Aries	Grants	CRN Instructor	CRNINSTRUCTOR-603018	Kenny Fabara
Carlos	Dunn-Fernandez	Grants	CRN Academic Coach	CRNCOACH-603018	Kenny Fabara

**ATTACHMENT A**  
**ITEM VI - Minutes of June 14, 2022 Meeting**  
**Page | 9**

James	Pereira Shorey	Grants	CRN Academic Coach	CRNCOACH-603018	Kenny Fabara
Daniella	Araoz	Humanities and Social Sciences	Office Assistant	OFFAST-101020	Jacquelyn Delemos
Tyquan	Grant	Humanities and Social Sciences	Office Assistant	OFFAST-101021	Jacquelyn Delemos
Anthony	Jenkins	Humanities and Social Sciences	WPCINS	WPCINS-601021	Jacquelyn Delemos /Denise
Claribel	Valdez	Humanities and Social Sciences	Office Assistant	OFFAST-101021	Jacquelyn Delemos
Bruce	Vereen-Nealous Jr.	Humanities and Social Sciences	Office Assistant	OFFAST-101020	Jacquelyn Delemos
Prit	Patel	Information Technology Services	Instructional Lab Assistant	INSTLAB	Diana Perez
Alexander	Benitez	Mail Room and Copy Center	Office Assistant	OFFAST-253035	Frederick Medina
Felipe Conti	Nunes	Mail Room and Copy Center	Customer Service Assistant	253035	Frederick Medina
Jonnathan	Rodriguez	Mail Room and Copy Center	Office Assistant	OFFAST-253035	Frederick Medina
Marco	Scherillo	Mail Room and Copy Center	Office Assistant	OFFAST-253035	Frederick Medina
Ebony	Cousar	Office of Public Safety	Office Assistant	OFFAST-253040	John Quigley
Hannah	Allen	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Mariam	Amer	Student Life and Leadership	Student Center Info Desk	STUCENT-701000	Veronica Gerosimo
Gabriella	Aruajo	Student Life and Leadership	Event Assistant	PTEVAST-701001	Veronica Gerosimo
Kadiatou	Camara	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Leandra	Cancel	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Omega	Dickerson	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Tarwendpanga	Ilboudo	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Mitesh	Kalathiya	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Megha	Patel	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Joaziris	Polanco	Student Life and Leadership	Event Assistant	PTEVAST-701000	Veronica Gerosimo
Janna	Roberts	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Christian	Rodriguez	Student Life and Leadership	Student Center Info Desk	STUDENT-701000	Veronica Gerosimo
Melanie	Sagun	Student Life and Leadership	Student Center Info Desk	STUDENT-701000	Veronica Gerosimo
Kamelyn	Santos	Student Life and Leadership	Event Assistant	PTEVAST-701001	Veronica Gerosimo
Kamelyn	Santos	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Keischa	Taylor	Student Life and Leadership	Event Assistant	PTEVAST-701001	Veronica Gerosimo
Igor	Tserkun	Student Life and Leadership	Peer Leader	PEERLEA-701000	Veronica Gerosimo
Elianny	Rodriguez	Transfer Pathways	Office Assistant	OFFAST-603005	Jennifer Valcarcel



**ATTACHMENT A**  
**ITEM VI - Minutes of June 14, 2022 Meeting**  
**Page | 11**

**X. NEW BUSINESS - None**

**XI. ADJOURNMENT at 5:27 p.m.**

*Introduced by: Joseph Doria*  
*Seconded by: Karen Fahrenholz*

6 Ayes.....0 Nays

*Resolution Adopted*

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

**August 9, 2022**

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

**1. Resolution Approving OSHE Grant Application**

**WHEREAS**, the Board of Trustees ("Board") of Hudson County Community College ("College") desires to approve the undertaking, implementation and financing of the Tower Project ("Project"); and,

**WHEREAS**, the Board has submitted the Project to the Office of the Secretary of Higher Education ("OSHE") and is waiting on clarification from OSHE as to the scope of the Project and the amount eligible for grant funding;

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby approves the resolution authorizing the undertaking, implementation and financing of the Project in substantially the form annexed hereto, subject to OSHE's scope and funding determinations.

**BE IT FURTHER RESOLVED** that upon receipt of OSHE's determinations, the Administration is authorized to take any and all steps necessary to effectuate the purposes of this resolution and the attached resolution.

**1. Resolution Approving OSHE Funding**

Resolution approving and authorizing the undertaking and implementation of a project consisting of [ ] and authorizing the financing of all or a portion of the project through programs made available by the State of New Jersey for New Jersey Institutions of Higher Education and other available funding resources; approving and authorizing the form of the application to the Secretary of Higher Education for participating in such program[s] as are applicable to the projects with such changes as are approved by the officers of the institution designated herein and the submission of the application to the Secretary of Higher Education and delivery of any and all agreements in connection with undertaking, implementing and financing the projects in the form(s) approved by the officers of the institution executing such agreements(s); and designating and authorizing the officers of the institution to take the aforementioned actions and to take any and all such other actions deemed necessary or desirable to undertake, implement and finance the project(s).

**WHEREAS**, The Board of Trustees (the "Board") of Hudson County Community College (the "Institution") desires to approve the undertaking, implementation and financing of a project (the "Project") consisting of [insert description of project]; and,

**WHEREAS**, The Board commits to using the grant funds for the purposes set forth in the Program-Specific Project Eligibility Criteria; and,

**WHEREAS**, The Board desires to approve the aggregate costs of the Project paid and/or financed through all sources in an amount not to exceed \$ \_\_\_\_\_; and,

**WHEREAS**, The Board desires to finance all or a portion of the Project through one or more of the hereinafter defined Programs made available by the State of New Jersey (the "State") for certain projects of New Jersey institutions of higher education (the "Programs"); and,

**WHEREAS**, The Programs are the Higher Education Fund Capital Improvement Fund Act, N.J.S.A. 18A:72A-72 et seq. ("CIF"); the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 et seq. ("HEFT"); the Higher Education Technology Infrastructure Trust Fund Act, N.J.S.A. 18A: 72A-59 et seq.

("HETI"); and the Higher Education Equipment Leasing Fund Act, N.J.S.A. 18A: 72A-40 et seq. ("ELF"); and,

**WHEREAS**, The Board has determined that the Project will assist in serving the needs of its students and providing a benefit to the Institution; and,

**WHEREAS**, The Board desires to approve financing of all or portion of the Project through HEFT, HETI, and/or ELF; and,

**WHEREAS**, Portion(s) of the Project may also be financed by bonds issued by the New Jersey Educational Facilities Authority which bear tax-exempt interest for federal income tax purposes ("Tax-Exempt Bonds"), commercial loans, or funds otherwise available to the Institution; and,

**WHEREAS**, In order to provide maximum flexibility and most efficient borrowing costs, the Board wishes to authorize financing the Project through HEFT, HETI, and/or ELF, issuance of Tax-Exempt Bonds, commercial loans, and funds otherwise available to the Institution or any combination thereof (the "Financing Structure"); and,

**WHEREAS**, The Board wishes to approve the form of the Application to be submitted to the Secretary of Higher Education (the "Secretary") for the Proposed Programs for the Project, and to designate and authorize officers of the Institution to take necessary and desirable actions to undertake, implement, and submit to the Secretary the Application for the Project; and,

**WHEREAS**, The Board hereby approves the Long-Range Facilities Plan of the Institution in the form attached hereto as Exhibit A and authorizes and directs the officers designated in the resolution to include the Long-Range Facilities Plan in the Application(s) approved herein; and,

**WHEREAS**, The Board desires to authorize certain officers of the Institution to determine the Financing Structure that is most economically advantageous to the Institution provided the Financing Structure includes utilization of the Proposed Programs, and take all action necessary or beneficial to accomplish the financing of the Project including the financing of capitalized interest, if any, and other costs of issuing any debt, including Tax-Exempt Bonds or other financings ("Financing Costs"); and,

**WHEREAS**, The Board reasonably expects to reimburse expenditures for costs of the Project paid prior to issuance of any Tax-Exempt Bonds or any debt bearing interest that is exempt from gross income for federal income tax purposes, which will fund an applicable Project and/or Program;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF HUDSON COUNTY COMMUNITY COLLEGE AS FOLLOWS:**

**SECTION 1.** The Board approves the Project and authorizes the undertaking, implementation, and financing of the Project in a maximum aggregate amount not to exceed \$\_\_\_\_\_ (including Financing Costs). The Board approves the Long Range Facilities Plan of the Institution in the form attached hereto as Exhibit A.

**SECTION 2.** The Board approves the financing of all or any portion of the Project through the HEFT, HETI and/or ELF. The Board approves the Application for funding of the Project through such Programs[s] in the form submitted to the Board and authorizes and directs the herein defined Designated Officers to submit such Application to the Secretary with such changes, modifications, and additions as are approved by the Designated Officers, and such changes, modifications, and additions shall be conclusively evidenced by the submission of the Application to the Secretary. The Board expressly directs and authorizes the Designated Officers to submit the Long-Range Facilities Plan in the Application for any Program for which it is required. The Board acknowledges and agrees that the approval of the Application and receipt of funds pursuant to the Program(s) will obligate the Institution to: (a) provide funds for the operation and maintenance of the Project; (b) contribute to the cost of the Project; (c) pay all or a portion of debt service on Tax-Exempt Bonds issued to fund the Proposed Program(s) as applicable, and (d)

fulfill other conditions imposed under the Program(s), and hereby directs and authorizes the Designated Officers to certify such acknowledgment and agreement as part of the submitted Application. The Designated Officers are hereby authorized and directed to fulfill all conditions of the Proposed Program(s) including without limitation providing for the operation and maintenance of the Project and using available funds of the Institution to pay for such operation and maintenance and to satisfy conditions of the Proposed Program(s) to contribute to the cost of Projects and/or debt service on Tax-Exempt Bonds issued to fund the Proposed Program(s) from available funds of the Institution.

**SECTION 3.** The Board further authorizes the financing of all or any portion of the Project with Tax-Exempt Bonds, commercial loans, and other funds available to the Institution and through the Financing Structure determined to be most economically advantageous to the Institution by Board of Trustee Chairman William Netchert and President Christopher Reber (the "Designated Officers"). The Designated Officers are expressly authorized and directed to determine such Financing Structure provided that the Financing Structure includes utilization of Programs that are approved by the Secretary for financing the Project.

**SECTION 4.** Chairman William Netchert, Trustee Karen Farenholz, CFO Veronica Zeichner, and Board Secretary Alexa Riano, each an "Authorized Officer," are each hereby authorized and directed to approve, execute, and deliver any and all agreements necessary to undertake, implement and finance the Project and any and all other financing documents and instruments in the form approved by the Authorized Officers executing the same in the name of and on behalf of Hudson County Community College, in as many counterparts as may be necessary, and to affix or impress the official seal of the Institution thereon and to attest the same and such execution and attestation will be conclusive evidence of the approval of the form and content of such agreements and other documents and instruments necessary to undertake, implement, and finance the Project and to pay Financing Costs including through the financing thereof. The Authorized Officers are further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which may be deemed to be appropriate to implement the purposes of this resolution to undertake, implement and finance the Project and Financing Costs and the payment and/or repayment thereof.

**SECTION 5.** This Resolution is a declaration of the official intent of the Institution that the Institution reasonably expects and intends to reimburse expenditures for costs of the Project[s] paid prior to issuance of Tax-Exempt Bonds or other tax-exempt debt issued to fund the Projects/Programs ["Applicable Tax-Exempt Debt"] in accordance with Treasury Regulation Section 1.150-2, and that the maximum principal amount of the Applicable Tax-Exempt Debt expected to be issued to finance costs of the Project[s] including amounts to be issued to reimburse expenditures for such costs paid prior to the issuance of such Applicable Tax-Exempt Debt is \$(\_\_\_\_\_).

**SECTION 6.** All resolutions, orders and other actions of the Board of the Institution in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.

**SECTION 7.** This resolution shall take effect immediately; and,

**BE IT FURTHER RESOLVED THAT NO FURTHER APPROVALS BY THE BOARD ARE NECESSARY TO IMPLEMENT THIS RESOLUTION.**

**3. Resolution Awarding Contract for Professional Architectural and Engineering Services for Tower Project at Enos and Jones Street**

**WHEREAS**, Hudson County Community College ("College") requires the services of a professional architectural and engineering firm for design and construction document updates for the Tower project ("Project"); and,

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



**WHEREAS**, NK Architects (“NK”) has previously been involved with, and is aware of the requirements for the Project; and,

**WHEREAS**, NK submitted a proposal to provide these services at a total cost not to exceed \$971,000; and,

**WHEREAS**, NK was approved by the Board of Trustees to provide on-call services in August 2021; and,

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

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend payment for these services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract for architectural and engineering services for the Project to NK Architects of Morristown, New Jersey, as described herein at a cost not to exceed \$971,000.

**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 Approving Architectural and Engineering Services On-Call List**

**WHEREAS**, Hudson County Community College (“College”) has determined that, for the efficient operation of the College, it is in the College’s best interests to have New Jersey licensed architects and engineers available to provide on-call services when needed; and,

**WHEREAS**, pursuant to a fair and open process, the College solicited proposals through a Request for Proposal (“RFP”) process from architectural and engineering firms for on-call services; and,

**WHEREAS**, to be considered for an award of contract, proposers were required to meet the following minimum qualifications:

1. Licensure to practice architecture and/or engineering in the State of New Jersey;
2. At least five (5) years of experience in the design and implementation of higher education projects;
3. Location within a reasonable distance of Hudson County, New Jersey; and,
4. Ability to review and make recommendations concerning proposals and projects in conformance with applicable local requirements and the general requirements of design practice; and,

**WHEREAS**, the following firms submitted proposals in response to the RFP:

<b><u>Vendor</u></b>	<b><u>Location</u></b>
BECHT Engineering	Basking Ridge, New Jersey;
Clark Canton Hintz	Jersey City, New Jersey;
Concord Engineering	Voorhees, New Jersey;
DiCara Rubino Architects	Jersey City, New Jersey;
KS Engineering, P.C.	Newark, New Jersey;
Lan Associates	Midland Park, New Jersey;
MGE	New York, New York;
NK Architects	Morristown, New Jersey;
PS&S	Warren, New Jersey;

Remington & Vernick                      Secaucus, New Jersey; and,  
RSC Architects                                Hackensack, New Jersey; and,

**WHEREAS**, all of the proposers have the qualifications required by the RFP; and,

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

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend that contracts for on-call services be awarded to all proposers;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson Community College award contracts for on-call services to:

<b><u>Vendor</u></b>	<b><u>Location</u></b>
BECHT Engineering	Basking Ridge, New Jersey;
Clark Canton Hintz	Jersey City, New Jersey;
Concord Engineering	Voorhees, New Jersey;
DiCara Rubino Architects	Jersey City, New Jersey;
KS Engineering, P.C.	Newark, New Jersey;
Lan Associates	Midland Park, New Jersey;
MGE	New York, New York;
NK Architects	Morristown, New Jersey;
PS&S	Warren, New Jersey;
Remington & Vernick	Secaucus, New Jersey;
RSC Architects	Hackensack, New Jersey.

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

##### **5. Resolution Authorizing Purchase and Installation of HVAC Turnkey Replacement**

**WHEREAS**, Hudson County Community College ("College") needs to purchase and install five (5) HVAC turnkey replacement units for 870 Bergen Avenue rooftop; and,

**WHEREAS**, pursuant to N.J.S.A. 52:34-6.2, the College may, without public bidding, purchase goods and services through national cooperatives; and,

**WHEREAS**, Lightning Mechanical was awarded a contract through E&I Cooperative Services, a national cooperative, and has quoted a price for the HVAC replacement and installation at a cost not to exceed \$630,898; and,

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

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend payment for these services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Lightning Mechanical of Maplewood, New Jersey, to provide an HVAC replacement system as described herein at a cost not to exceed \$630,898.

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

**6. Resolution Awarding Contract for Wayfinding Services**

**WHEREAS**, Hudson County Community College (“College”) requires the services of a professional architectural and engineering firm for wayfinding services for the Academic Tower project (“Project”); and,

**WHEREAS**, services will include schematic design, design development, construction documents, and construction administration; and,

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

**WHEREAS**, NK Architects (“NK”) submitted a proposal to provide these services at a total cost not to exceed \$182,000; and,

**WHEREAS**, NK was approved by the Board of Trustees to provide on-call services in August 2021; and,

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

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend payment for these services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract for wayfinding services for the Project to NK Architects of Morristown, New Jersey, as described herein at a cost not to exceed \$182,000.

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

**7. Resolution Authorizing Purchase of Laptops to be Funded by the American Rescue Plan (ARP) Grant**

**WHEREAS**, Hudson County Community College (“College”) needs to purchase two hundred (200) laptop systems, with docking stations and wireless mice and keyboards, for remote instruction and services to support future online instruction, and as part of the Student Laptop Loan Program (“Program”); and,

**WHEREAS**, with this purchase, the total number of computers allotted for the Program will be one thousand one hundred fifty (1,150); and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A:25.19, the College may, without public advertisement, purchase goods and/or services through State contracts; and,

**WHEREAS**, Dell (New Jersey State Contract #89967) has quoted a price for the laptop systems at a cost not to exceed \$501,386; and,

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to Dell of Round Rock, Texas, to provide the computers as described herein at a cost not to exceed \$501,386.

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

**8. Resolution Authorizing Purchase of SmartNet Technical Support and Hardware Coverage for New ITV Systems**

*WHEREAS*, Hudson County Community College (“College”) needs to purchase SmartNet for expert technical support and hardware coverage from the Cisco Technical Assistance Center for fifty-six (56) ITV systems that have been recently implemented; and,

*WHEREAS*, SmartNet is required in order to resolve critical Internet, firewall, network, telephone, and audiovisual equipment issues, and provides hardware replacement and operating system software updates for the College’s Cisco hardware; and,

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

*WHEREAS*, Aspire Technology Partners (New Jersey State Contract # A87720) has quoted a price for the service at a cost not to exceed \$130,996; 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 Aspire Technology Partners of Eatontown, New Jersey, to provide SmartNet services as described herein at a cost not to exceed \$130,996.

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

**9. Resolution Authorizing Purchase of Redundant Connection Upgrade for Internet Services**

*WHEREAS*, Hudson County Community College (“College”) needs to purchase redundant connection internet service upgrades from NJEdge.net (“NJEdge”) for instructional and administrative services; and,

*WHEREAS*, the upgrade will change the internet services to have one active internet connection at the Journal Square Campus and one at the North Hudson Campus so that both will automatically failover if there is an outage; and,

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

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

*WHEREAS*, NJEdge.net (Contract #278834) will provide services at a cost not to exceed \$29,955; 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 NJEdge.net of Newark, New Jersey to provide redundant connection internet service upgrades as described herein at a cost not to exceed \$29,955.

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

**10. Resolution Authorizing Renewal of SmartNet Technical Support and Hardware Coverage**

**WHEREAS**, Hudson County Community College ("College") needs to renew its agreement with SmartNet for expert technical support and hardware coverage from the Cisco Technical Assistance Center; and,

**WHEREAS**, SmartNet is required in order to resolve critical Internet, firewall, network, telephone, and audiovisual equipment issues, and provides hardware replacement and operating system software updates for the College's Cisco hardware; and,

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

**WHEREAS**, Aspire Technology Partners (New Jersey State Contract # A87720), the current vendor providing the SmartNet service, has quoted a price for the service at a cost not to exceed \$55,502, which represents an 18% 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 Aspire Technology Partners of Eatontown, New Jersey, to provide SmartNet services as described herein at a cost not to exceed \$55,502.

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

**11. Resolution Authorizing Renewal of Dark Web Vulnerability Scan Software**

**WHEREAS**, Hudson County Community College ("College") requires software for traditional vulnerability scanning technology, plus a suite of proprietary tools that scan the network traffic as well as the dark web to illuminate blind spots in the institution; and,

**WHEREAS**, all College business operations and instruction run electronically in remote and hybrid modes; therefore, the College's and students' information have more opportunity to be compromised and must be protected; and,

**WHEREAS**, the College will add a Security Program Assessment that delivers tailored, actionable recommendations to improve security posture, reduce risk, and mitigate the impact of security incidents, and a Cybersecurity Health Check Program that identifies potential risks and vulnerabilities within the College, as per new federal regulations; and,

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

**WHEREAS**, NJEdge (part of the New Jersey VALE Consortium) submitted a proposal to continue to provide the software at a cost not to exceed \$55,275, which represents no service cost 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 NJEdge.net of Newark, New Jersey, to provide dark web vulnerability scan software as described herein at a cost not to exceed \$55,275.

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

## **12. Resolution Authorizing Renewal of College Campus-Wide Software License Agreement**

**WHEREAS**, Hudson County Community College (“College”) needs to renew the College campus-wide Microsoft Software License with purchase of Virtual Desktop Access and Visio Professional included; and,

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

**WHEREAS**, GHA Technologies, Inc. (New Jersey State contract #40166) is the proposed vendor to provide these licenses and any upgrades that may be released by Microsoft during the year at a total cost not to exceed \$89,388, which represents a 4% 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 award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to GHA Technologies, Inc. of Phoenix, Arizona, for the renewal of the College campus-wide Microsoft Software License as described herein at a cost not to exceed \$89,388.

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

## **13. Resolution Authorizing Renewal of Advanced Email Security Protection Software**

**WHEREAS**, Hudson County Community College (“College”) needs to renew Mimecast software to provide advanced email security protection against ransomware and other security incidents because email is the number one vector for these incidents; and,

**WHEREAS**, College business and instruction require greatly enhanced email security to support remote instruction; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.10, the service is exempt from public bidding as the purchase is being made through an approved cooperative; and

**WHEREAS**, SHI International Corp. (part of OMNIA Partners, Public Sector Cooperative/Contract #2018011-02) has submitted a proposal for Mimecast software at a cost not to exceed \$53,936, 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 SHI International Corp. of Somerset, New Jersey, to provide advanced email security protection software as described herein at a cost not to exceed \$53,936.

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

**14. Resolution Authorizing Renewal of Personal Hot Spots**

**WHEREAS**, Hudson County Community College ("College") needs to renew mobile internet service for two hundred (200) personal hot spots to be used by students who need an internet connection to support remote and hybrid instruction; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (19), providing goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware are exempt from bidding; and,

**WHEREAS**, T-Mobile USA, Inc. submitted a proposal to provide mobile internet service for two hundred (200) hot spots for \$15 per device per month at a total cost of \$36,000, 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 award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to T-Mobile USA, Inc. of Bellevue, Washington, to provide personal hot spots with mobile internet service in accordance with the fees set forth herein at a total cost of \$36,000.

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

**15. Resolution Authorizing Renewal of Contract with WW Grainger for Facilities Department Supplies and Equipment**

**WHEREAS**, Hudson County Community College ("College") needs to renew its agreement for maintenance, repairs, and operations supplies and equipment for the Facilities Department; and,

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

**WHEREAS**, WW Grainger (New Jersey State Contract # 79875), the current vendor providing the service, submitted a proposal to provide the necessary equipment and supplies at a cost not to exceed \$60,000, which represents no change from the prior year; and,

**WHEREAS**, the term of this contract is Fiscal Year 2022; and,

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to WW Grainger of Cranford, New Jersey, for the equipment and supplies for the facilities department as described herein at a cost not to exceed \$60,000.

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

**16. Resolution Authorizing Renewal of Consultation Services for Latino Outreach**

**WHEREAS**, Hudson County Community College (“College”) needs to purchase and enhance Latino Outreach public relations and marketing consultation services for the Latino community; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (20), goods and services for personnel recruitment and advertising are exempt from bidding, including, without limitation, advertising seeking student enrollment; and,

**WHEREAS**, Atabey Consulting Group submitted a proposal for the services at a cost not to exceed \$72,000, which represents a 50% increase from the prior year for an expanded scope of service; and,

**WHEREAS**, the term of this contract 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 Atabey Consulting Group of Wyckoff, New Jersey, to provide Latino Outreach consultation services as described herein at a cost not to exceed \$72,000.

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

**17. Resolution Authorizing Renewal of Achieving the Dream Contract**

**WHEREAS**, Hudson County Community College (“College”) has a desire to continue as an Achieving the Dream (“ATD”) Member Organization; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (15), the College may, without public advertising for bids or bidding therefore, make, negotiate or award a contract for professional consulting services; and,

**WHEREAS**, ATD has advised that the fees to continue as an ATD Member Organization for the upcoming year are \$50,500, 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 award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize renewal of the contract with Achieving the Dream Organization of Silver Springs, Maryland, for one (1) year at a total cost of \$50,500.

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

**18. Resolution Authorizing Purchasing Bid Threshold for Fiscal Year 2023**

**WHEREAS**, the County College Contracts Law provides that purchases, contracts or agreements for the



*performance of any work or the furnishing or hiring of materials or supplies, the cost or price of which does not exceed a college's bid threshold of \$37,500, may be made, negotiated and awarded by a contracting agent, when so authorized by resolution of the Board of Trustees, without public advertising for bids and bidding; and,*

**WHEREAS**, *the Board of Trustees of Hudson County Community College ("College") recognizes that such a resolution will result in the more efficient operation of the College; and,*

**WHEREAS**, *the Administration and Finance Committee recommend that such a resolution be passed;*

**NOW, THEREFORE, BE IT RESOLVED** *that pursuant to N.J.S.A. 18A:64A-25.3, the Board of Trustees of Hudson County Community College hereby authorize that any purchase, contract or agreement for the performance of any work or the furnishing or hiring of materials or supplies, the cost of which does not exceed the College's bid threshold, may be made, negotiated and awarded by the Director of Contracts and Procurement without public advertising for bids and bidding.*

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

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

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

**WHEREAS**, *Kaplan has provided a proposal to the College to utilize the Review Course, including support and maintenance of the applicable software, for the following tuition fees:*

- *RN Cohorts scheduled to graduate in 4 semesters: \$165.00 per semester;*
- *RN Cohorts scheduled to graduate in 3 semesters: \$220.00 per semester;*
- *RN Cohorts scheduled to graduate in 2 semesters: \$330.00 per semester;*
- *RN Cohorts scheduled to graduate in 1 semester: \$660.00;*
- *Any additional RN cohorts not listed above: price per academic term = \$165.00 per student based on four semesters of use; and,*

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** *that the Board of Trustees of Hudson County Community College award a contract to Kaplan, Inc. of Fort Lauderdale, Florida, for the Review Course with tuition fees set forth above.*

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

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approve the recommendations of the President, Administration, and Finance Committee as outlined above in **Item VII., Fiscal, Administrative, Lease and Capital Recommendations 1-19.**

1) Resolution Approving OSHE Grant Application; 2) Resolution Approving OSHE Funding; 3) Resolution Awarding Contract for Professional Architectural and Engineering Services for Tower Project at Enos and Jones Street; 4) Resolution Approving Architectural and Engineering Services On-Call List; 5) Resolution Authorizing Purchase and Installation of HVAC Turnkey Replacement; 6) Resolution Awarding Contract for Wayfinding Services; 7) Resolution Authorizing Purchase of Laptops to be Funded by the American Rescue Plan (ARP) Grant; 8) Resolution Authorizing Purchase of SmartNet Technical Support and Hardware Coverage for New ITV Systems; 9) Resolution Authorizing Purchase of Redundant Connection Upgrade for Internet Service; 10) Resolution Authorizing Renewal of SmartNet Technical Support and Hardware Coverage; 11) Resolution Authorizing Renewal of Dark Web Vulnerability Scan Software; 12) Resolution Authorizing Renewal of College Campus-Wide Software License Agreement; 13) Resolution Authorizing Renewal of Advanced Email Security Protection Software; 14) Resolution Authorizing Renewal of Personal Hot Spots; 15) Resolution Authorizing Renewal of Contract with WW Grainger for Facilities Department Supplies and Equipment; 16) Resolution Authorizing Renewal of Consultation Services for Latino Outreach; 17) Resolution Authorizing Renewal of Achieving the Dream Contract; 18) Resolution Authorizing Purchasing Bid Threshold for Fiscal Year 2023; and 19) Resolution Authorizing Renewal of Review and Testing Course for Nursing Program to be Funded by the Carl D. Perkins Grant

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

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

**DATE:** August 9, 2022

Doria, Joseph \_\_\_\_\_  
Fahrenheit, Karen \_\_\_\_\_  
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**

**August 9, 2022**

**VIII. PERSONNEL RECOMMENDATIONS**

**1. RETIREMENT**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Sheila	Dynan	Dean of Student Success	September 1, 2022

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

**2. RESIGNATIONS**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
James	Cox	Director, Library Patron Services	September 7, 2022
Rashida	David	Grant Project Director	July 1, 2022
Prachi	Patel	Student Services Assistant	July 22, 2022
Michelle	Rios-Araque	Student Success Coach	July 6, 2022
Wim Anneke O	Shepherd	Senior Accountant	July 29, 2022
Angelica	Villalta	Academic Counselor	July 13, 2022

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

**3. APPOINTMENT OF STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Natalia	Da Silva	Development Coordinator, Advancement	August 10, 2022	\$ 53,000.00
Brianna	Heim	Customer Service Manager, Continuing Education and Workforce Development	August 10, 2022	\$ 46,096.61
Jedediah	Palmer	Director, ESL and Academic Foundations English	August 10, 2022	\$ 75,000.00
Cynthia	Perez	Skills Lab Simulation Coordinator	August 10, 2022	\$ 65,000.00
Nicole	Sanchez	Accountant	September 1, 2022	\$ 55,000.00
Ridhdhi	Shah	Au Pair Coordinator, Continuing Education and Workforce Development	August 10, 2022	\$ 46,096.61
Alison	Wakefield	Dean, Humanities and Social Sciences	August 10, 2022	\$ 130,000.00

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

**4. 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>Annual Salary</b>
Andy	Adler	Academic Counselor (Grant-funded)	August 1, 2022	May 23, 2023	\$ 48,000.00
Dan	Brookes	Business Developer (Grant-funded)	September 1, 2022	November 30, 2022	\$ 69,628.00
Denisse	Carrasco	Healthcare Coordinator, Gateway to Innovation (Grant-funded)	August 10, 2022	May 23, 2023	\$ 46,096.61
Shuang	De Jesus	Academic Counselor (Grant-funded)	August 1, 2022	May 23, 2023	\$ 48,000.00

Laurice	Dukes	Program Manager, Gateway to Innovation (Grant-funded)	August 10, 2022	May 23, 2023	\$ 54,933.00
Evani	Greene	Student Success Coach, Gateway to Innovation (Grant-funded)	August 10, 2022	May 23, 2023	\$ 46,096.61
Afrodita	Hernandez	Student Success Coach, Gateway to Innovation (Grant-funded)	August 10, 2022	May 23, 2023	\$ 46,096.61
Ana Emily	Hernandez	Senior Lab Assistant	August 10, 2022	January 5, 2023	\$ 32,760.00
Josh	Mariscal	Academic Counselor (Grant-funded)	August 1, 2022	May 23, 2023	\$ 48,000.00
Hiram	Miranda	Technology and Finance Coordinator, Gateway to Innovation (Grant-funded)	August 10, 2022	May 23, 2023	\$ 46,096.61
Frans Arturo	Moncayo	Academic Counselor (Grant-funded)	August 1, 2022	May 23, 2023	\$ 48,000.00
Jasmine	Pascua	Receiving Clerk	August 15, 2022	June 30, 2023	\$ 38,000.00
Marissa	Rodriguez-Gomes	Academic Counselor (Grant-funded)	August 1, 2022	May 23, 2023	\$ 48,000.00
Eunice	Roman	Program Assistant, Career Advance USA (Grant-funded)	August 10, 2022	June 30, 2023	\$ 43,000.00
Maria Lita	Sarmiento	Alumni Manager (Grant-funded)	September 1, 2022	November 30, 2022	\$ 56,086.00
Ilyana	Vialva	Job Developer, Career Advance USA (Grant-funded)	August 10, 2022	June 30, 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. APPOINTMENT OF FULL-TIME FACULTY

First Name	Last Name	Title	Effective Date	Annual Salary
Jonathan	Cabrera	Instructor, Criminal Justice (Tenure-track)	August 16, 2022	\$ 56,892.06
Christopher	Cody	Instructor, History (Tenure-track)	August 16, 2022	\$ 57,282.07
Yavuz Birol	Guner	Instructor, Cyber Security (Tenure-track)	August 16, 2022	\$ 56,252.31
Raffi	Manjikian	Instructor, Chemistry (Tenure-track)	August 16, 2022	\$ 58,143.78
Josue	Perez	Instructor, Philosophy (Tenure-track)	August 16, 2022	\$ 55,434.92
Kate	Thurman	Instructor, Sociology (Tenure-track)	August 16, 2022	\$ 55,434.92
Michelle	Vera	Bilingual Instructor, ESL (Grant-funded, Non-tenured)	August 16, 2022	\$ 65,000.00
Saliha	Yagoubi	Bilingual Instructor, ESL (Grant-funded, Non-tenured)	August 16, 2022	\$ 65,000.00

**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. 5.

#### 6. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY

First Name	Last Name	Title	Effective Date	Anticipated End Date	Annual Salary
Annie	Barran	Instructor, Nursing	August 16, 2022	December 31, 2022	\$ 55,434.92
Gabriel	Holder	Instructor, Medical Billing and Coding Certificate Program	August 16, 2022	December 31, 2022	\$ 55,434.92
Mitra	Pedrami	Instructor, ESL	August 16, 2022	December 31, 2022	\$ 55,434.92

**RECOMMENDATION:** The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Appointment of Temporary Full-time Faculty above as Personnel Recommendation Item No. 6.

#### 7. AUTHORIZATION OF PART-TIME STAFF THROUGH AUGUST 2023, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Erika	Andal	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara

Ayman	Azab	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Maher	Bekhit	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Claire	Busing	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Joseph	Colicchio	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Omnia A.	Daoud	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Elissa	D'Aries	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Maryam	Edris	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Briana	Espinosa	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Rahma	Gado	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Spencer	Jovellanos	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Stev	Lewis	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Matthew	McClintock	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Regina	Morales Sevilla	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Dhruvi	Patel	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
James	Pereira Shorey	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Samikshya	Poudel	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Erika	Ramirez	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Manesha	Singh	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Farhan	Khan	ADJ Academic Support Services Department	Tutor	PT Tutor-150505	Kenny Fabara
Robert	Presar	Advancement	Bookkeeper	Bookkeeper	Nicole Johnson
Priyanka	Mistry	Communications	Office Assistant	OFFAST	Jennifer Christopher
Omar	Ashour	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Sabrina	Cates	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005, 601515	Samaya Yashayeva/ Anita Belle
Gabriel	Cisneros	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005, 601515	Samaya Yashayeva/ Anita Belle
Maria	Dejesus	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Denise	Dubron	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005, 601515	Samaya Yashayeva/ Anita Belle
Tika	Khan	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005, 601515	Samaya Yashayeva/ Anita Belle
Khurshed	Khan	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell

Victor	Moruzzi	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Abeer	Nouh	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005, 601516	Samaya Yashayeva/ Anita Belle
Attiq	Rahman	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005, 601515	Samaya Yashayeva/ Anita Belle
Ericka	Ramos	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Julie Rose	Rosario	Continuing Education and Workforce Development	Customer Service Associate	CASREP-102010	Chastity Farrell
Katrina	Segers	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005, 601515	Samaya Yashayeva/ Anita Belle
Robert	Sieg	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Andrea	Smith	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005, 601515	Samaya Yashayeva/ Anita Belle
Katherine	Sorto	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Kieyeitha	Ward	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005, 601516	Samaya Yashayeva/ Anita Belle
Victoria	Migochi	Educational Opportunity Fund	Office Assistant	OFFAST-603044	Jose Lowe
Samantha	Ramirez	Educational Opportunity Fund	Office Assistant	OFFAST-603044	Jose Lowe
Omnia	Daoud	English and ESL	PT Tutor	TUTOR-601011	Patrizia Barroero
Beverly	Figeroa	English and ESL	PT Tutor	TUTOR-601011	Patrizia Barroero
Hamideh	Garagyaraghi	English and ESL	PT Tutor	TUTOR-601011	Patrizia Barroero
Janna	Gervais	English and ESL	ESL Tutor	TUTOR-601011	Patrizia Barroero
Matthew	Gomez	English and ESL	PT Tutor	TUTOR-601011	Patrizia Barroero
Miguel	Lumbao	English and ESL	PT Tutor	TUTOR-601011	Patrizia Barroero
Sarah	Yagoubi	English and ESL	PT Tutor	TUTOR-601011	Patrizia Barroero
Saliha	Yagoubi	English and ESL	PT Tutor	TUTOR-601011	Patrizia Barroero
Kadira	Johnson	Hudson Helps Resource Center	Food Pantry Manager	Food Pantry	Katherine Morales
Mariam	Basta	Information Technology Services	Instructional Lab Assistant	INSTLAB	Diana Perez
Rahul	Chawaria	Information Technology Services	Instructional Lab Assistant	INSTLAB	Diana Perez
Ohm	Patel	Information Technology Services	Instructional Lab Assistant	INSTLAB	Diana Perez
Jorge	Hernandez	Information Technology Services	Instructional Lab Assistant	INSTLAB	Diana Perez
Elliot	Erhunmwusere	Library Resources Center	Library Associate-Technology	PTLRTEC-150510	Jing Yang
Wesley	Pena	Library Resources Center	Library Associate-Technology	PTLRTEC-150510	Jing Yang
Lisa	Alvarez	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Lisa	Alvarez	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Ana-Maria	Botea	Nursing and Health Sciences	Office Assistant	OFFAST-101017	Carol Fasano
Eileen	D' Alessio	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Roslyn	Gourdine	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Fabiola	Josaphat	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Victoria	Landa	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano

Susan	Lipyanka	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Miriam	Masias	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Stanley	Parrales	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Jaymee	Quintal-Brual	Nursing and Health Sciences	Skills Lab Tutor	OFFAST-101017	Carol Fasano
Reina	Vinas	Nursing and Health Sciences	Skills Lab Tutor	101017	Carol Fasano
Mohammad	Matari	STEM	Biology Lab Assistant	11-101015-505455	Burl Yearwood
Keiry	Hernandez	Student Activities	Student Activities	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>
Sylveria	Ahamefule	Nursing and Health Sciences
Marcin	Baranowski	STEM
Gabriel	Chelala	ESL
Jennifer	Cruz-Marulanda	Academic Affairs/ CSS
Brianna	Daly	Nursing and Health Sciences
Elissa	D'Aries	Academic Affairs/ CSS
Miao En	Dong	Nursing and Health Sciences
Faiza	Fayyaz	STEM
Jessica	Gonzalez	Business, Culinary Arts, and Hospitality Management
Tyquan	Grant	Nursing and Health Sciences
Anthony	Jenkins	Humanities and Social Sciences
Catherine	Muhia	Nursing and Health Sciences
Jonathan	Sanders	Nursing and Health Sciences
Nakia	Santos	Academic Affairs/ CSS
Mazher	Usmani	STEM
Kyle	Woolley	STEM

**RECOMMENDATION:** *The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the 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/ Deleted Title (if applicable)</b>	<b>Incumbent (If applicable)</b>	<b>Salary Adjustment (If applicable)</b>	<b>Effective Date</b>
N/A	Strategic Marketing Director	N/A	N/A	August 10, 2022
Coordinator, Writing and Tutoring Center	Coordinator, STEM and Business Tutorial Center	Rodrigo Romea (Temporary Full-time)	\$46,096.61	August 10, 2022
Instructional Technologist	Instructional Designer	N/A	N/A	August 10, 2022

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

**10. RESOLUTION TO APPROVE POLICY ON ENGINEERING AND OPERATIONS**

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

**WHEREAS**, the President, Administration, and Personnel Committee recommend implementation of the Policy on Engineering and Operations; and,

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

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

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

**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 1-10.**

1) Retirement; 2) Resignations; 3) Appointment of Staff; 4) Appointment of Temporary Full-time Staff; 5) Appointment of Full-time Faculty; 6) Appointment of Temporary Full-time Faculty; 7) Authorization of Part-time Staff, as Needed; 8) Appointment of New Hire Adjunct Instructors; 9) Modifications to Staffing Table; and 10) Resolution to Approve Policy on Engineering and Operations.

**INTRODUCED BY:**

\_\_\_\_\_

**SECONDED BY:**

\_\_\_\_\_

**DATE:**

August 9, 2022

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay



## Supporting Document

## **POLICY ON ENGINEERING AND OPERATIONS**

### **Purpose:**

The purpose of this policy on Engineering and Operations is to ensure effective and efficient stewardship of existing facilities, to maximize investment and initiative in the planning of new facility infrastructure on campuses, and to provide a safe environment for the College community.

### **Policy:**

Facilities is a significant asset of the College. The College and its Board of Trustees ("Board") are committed to providing clean, safe, and well-maintained environments that foster education, employment, and support daily activities in the life of the College.

The Board delegates to the President the responsibility for developing procedures for Engineering and Operations. The Office of Engineering and Operations will be responsible for implementing the policy.

**Approved: August 2022**

**Approved by: Board of Trustees**

**Category: Engineering and Operations**

**Scheduled for review: August 2024**

**Responsible department(s): Finance**

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

**August 9, 2022**

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS**

**1. Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Port Authority of New York/New Jersey**

**WHEREAS**, Port Authority of New York/New Jersey (“PANYNJ”) has a need for the provision of training for its members; and,

**WHEREAS**, Hudson County Community College’s (“HCCC”) Division of Continuing Education and Workforce Development (“CEWD”) can meet this need; and,

**WHEREAS**, HCCC seeks to enter into a Memorandum of Understanding (“MOU”) with PANYNJ whereby CEWD will provide the “Port Authority New Kitchen Employee” Training Program to PANYNJ members on-site at the PANYNJ Training Facility, effective August 9, 2022; and,

**WHEREAS**, this MOU will remain in effect through June 30, 2024 unless otherwise terminated by either party in accordance with the parameters established in the MOU; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the Memorandum of Understanding between Hudson County Community College and Port Authority of New York/New Jersey;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Memorandum of Understanding between Hudson County Community College and Port Authority of New York/New Jersey, effective August 9, 2022.

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

**2. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and New Jersey City University (NJCU) for HCCC to Serve as a Practicum Environment for Students in NJCU’s Bachelor of Social Work (BSW) Program**

**WHEREAS**, New Jersey City University (“NJCU”) offers a Bachelor of Social Work (“BSW”) Program; and,

**WHEREAS**, the BSW Program requires students to complete practicum experiences; and,

**WHEREAS**, the BSW Program requires facilities at which students can complete their practicum experiences; and,

**WHEREAS**, Hudson County Community College (“College”) has the capacity to meet this need; and,

**WHEREAS**, Hudson County Community College seeks to enter into an Agreement (“Agreement”) with NJCU whereby students enrolled in NJCU’s BSW Program will be able to complete the requisite practicum experiences at the College, effective as of the date of last signature; and,

**WHEREAS**, this Agreement will remain in effect for the term established 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 New Jersey City University;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and New Jersey City University, effective as of the date of last signature.

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

**3. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Cooperman Barnabas Medical Center for Clinical Experiences in HCCC's Registered Nursing (RN) Program**

**WHEREAS**, Hudson County Community College ("College") offers a Registered Nursing (RN) Program ("Program") through its Division of Nursing and Health Sciences; and,

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

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

**WHEREAS**, Cooperman Barnabas Medical Center ("CBMC"), an affiliate of RWJBarnabas Health, Inc., 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 CBMC whereby students enrolled in the Program will be able to complete clinical experiences, retroactive to August 1, 2022; and,

**WHEREAS**, this Agreement will remain in effect through July 31, 2025 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 Cooperman Barnabas Medical Center;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Agreement between Hudson County Community College and Cooperman Barnabas Medical Center, retroactive to August 1, 2022.

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

**4. Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Bridgeway Behavioral Health for Clinical Experiences in HCCC's Practical Nursing (PN) and Registered Nursing (RN) Programs**

**WHEREAS**, Hudson County Community College ("College") offers programs ("Programs") in Practical Nursing ("PN") and Registered Nursing ("RN") through its Division of Nursing and Health Sciences; and,

**WHEREAS**, the Programs include a clinical experience component; and,

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

**WHEREAS**, Bridgeway Behavioral Health 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 Bridgeway Behavioral Health whereby students enrolled in the Programs will be able to complete clinical experiences, effective August 10, 2022; and,

**WHEREAS**, this Agreement will remain in effect through August 9, 2023 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the Agreement between Hudson County Community College and Bridgeway Behavioral 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 Bridgeway Behavioral Health, effective August 10, 2022.

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

**5. Resolution Authorizing New and Continuing Partnerships with Hudson County High Schools for the Delivery of Credit Course Instruction for Academic Year 2022-23**

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

**WHEREAS**, the College offers high school students in Hudson County the opportunity to enroll in credit-bearing college classes through the Early College Program, and the College has Agreements with public school districts, charter schools, and private schools in Hudson County to deliver instruction in selected credit courses for high school students on either of the HCCC campuses or at high school sites; and,

**WHEREAS**, the College seeks to continue to deliver the Early College Program to Hudson County High School students in AY 2022-23, and the Administration, and Academic and Student Affairs Committee, recommend the approval of new and continuing partnerships with Hudson County High Schools for the delivery of credit course instruction for Academic Year 2022-23;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the new and continuing partnerships with Hudson County High Schools for the delivery of credit course instruction for Academic Year 2022-23.

**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 1-5:**

1) Resolution Authorizing Memorandum of Understanding Between Hudson County Community College and Port Authority of New York/New Jersey; 2) Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and New Jersey City University (NJCU) for HCCC to Serve as a Practicum Environment for Students in NJCU's Bachelor of Social Work (MSW) Program; 3) Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Cooperman Barnabas Medical Center for Clinical Experiences in HCCC's Registered Nursing (RN) Program; 4) Resolution Authorizing Affiliation Agreement Between Hudson County Community College and Bridgeway Behavioral Health for Clinical Experiences in HCCC's Practical Nursing (PN) and Registered Nursing (RN) Programs; and, 5) Resolution Authorizing New and Continuing Partnerships with Hudson County High Schools for the Delivery of Credit Course Instruction for Academic Year 2022-23.

**INTRODUCED BY:**

\_\_\_\_\_

**SECONDED BY:**

\_\_\_\_\_

**DATE:**

August 9, 2022

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Aye

\_\_\_\_\_ Nay

## Supporting Documents



**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**Hudson County Community College**  
**and**  
**Port Authority of New York/New Jersey**  
August 9, 2022- June 30, 2024

**Description**

Hudson County Community College (HCCC) through the Division of Continuing Education and Workforce Development (CEWD) and the Port Authority of New York/New Jersey (PANYNJ) have established a partnership whereby HCCC CEWD will deliver the “Port Authority New Kitchen Employee” Training Program at the PANYNJ Training Facility (“Facility”).

**Roles and Responsibilities**

It is agreed that the following will be the roles and responsibilities of the participating organizations:

Port Authority of New York/New Jersey (PANYNJ)

- a) PANYNJ will consult with HCCC to determine the training course subject(s) and scheduling.
- b) PANYNJ agrees to provide a classroom for training onsite at the Facility; 241 Erie Street, 2<sup>nd</sup> Floor, Jersey City, New Jersey 07310, for use by HCCC CEWD.
- c) PANYNJ agrees to recruitment and notification of members to assure that members attend at the assigned times.
- d) PANYNJ shall be responsible for its actions as well as the actions of its members and anyone taking classes. PANYNJ agrees to defend, indemnify and hold HCCC harmless from any and all damages incurred by, or claims brought against, HCCC, its employees, administrators, trustees, agents and representatives, in connection with any actions or omissions that may result from participation, instruction, or other student or PANYNJ member interaction.





**Hudson County Community College, Continuing Education and Workforce Development (HCCC CEWD)**

- a) HCCC CEWD agrees to consult with PANYNJ regarding training course offerings.
- b) HCCC CEWD will provide classroom-based instruction in subject areas requested by PANYNJ
- c) HCCC CEWD will hold the training classes at the Facility - 241 Erie St 2<sup>nd</sup> Floor, Jersey City, New Jersey 07310 (with option for online/remote learning).
- d) HCCC CEWD will develop and/or provide curriculum for each training class requested.
- e) HCCC CEWD will record and maintain student attendance.
- f) HCCC CEWD will provide final evaluations and certificate of completion for those who successfully complete.

**Invoicing**

- a. Prices for each course will be determined by HCCC and presented to PANYNJ for approval. The following is the agreed amount per training program/course, which does include the cost of books and materials:

**Program Name:** "Port Authority New Kitchen Employee"

**Program Hours:** 12 hours

**Maximum Participants:** 10

**Program Cost (per):** \$3,600

- b. Additional courses will be provided, upon request from PANYNJ. Prices will be presented to PANYNJ for approval prior to scheduling.
- c. HCCC CEWD will invoice PANYNJ upon completion of the training course.
- d. PANYNJ will pay invoices within 30 days of receipt. Payments not received timely shall be subject to a late payment fee of one percent (2%) per month.

**Dispute Resolution**

Any and all claims, disputes or other matters in question between the College and the Vendor arising out of or relating to this Agreement or alleged breach thereof, exclusively shall be subject to and determined by the Superior Court of New Jersey venue in Hudson County, New Jersey.

**Governing Law**

This Agreement shall be governed by and in accordance with the laws of the State of New Jersey, without references to any choice of law or conflicts of law provisions therein.



### **Assignment**

The rights of the College or the Vendor under this Agreement are personal to each party, and neither party shall assign, transfer, hypothecate or otherwise assign its rights or delegate its duties under this Agreement, whether voluntarily, involuntarily or by operation of law, without the prior written consent of the other party to this Agreement.

### **Notices**

Any notices required or permitted to be given pursuant to the terms of this Agreement shall be sufficiently given when delivered personally, by courier services (such as Federal Express) or certified mail, return receipt requested, addressed to each party as follows:

As to the Port Authority of New York/New Jersey:

Port Authority of New York/New Jersey  
241 Erie Street  
2<sup>nd</sup> Floor, Jersey City, New Jersey  
07310  
Attention: Oscar R. Torres

As to the College:

Hudson County Community College  
26 Journal Square  
Jersey City, New Jersey 07306  
Attention: Jeff Roberson, Director of Contracts and Procurement

### **Independent Contractors**

The Vendor is and shall perform its services under this Agreement as an independent Vendor and not as the College's agent, partner or joint venture. The Vendor is employed to render the services only, as specified herein, and any payments made by the College are compensation solely for such services rendered.



### Provisions and Amendments

This Memorandum of Understanding contains all provisions agreed upon by the parties. Any amendments to this Memorandum of Understanding must be in writing and signed by either parties or their duly authorized representative. It is further understood that the term of this agreement is for the period: August 9, 2022 – June 30, 2024 and shall not automatically renew. Any continuation, renewal or extension is subject to a new agreement.

Port Authority of New York/New Jersey

Hudson County Community College

By: \_\_\_\_\_

By: \_\_\_\_\_

Dr. Christopher M. Reber, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**AFFILIATION AGREEMENT**

This AGREEMENT entered into to this \_\_\_\_\_ day of \_\_\_\_\_, 2022 BETWEEN **Hudson County Community College (HCCC)**, hereinafter referred to as "THE AFFILIATE" AND **NEW JERSEY CITY UNIVERSITY (NJCU)**, hereinafter referred to as "THE UNIVERSITY." This form can be used for credit internships.

WITNESSETH: WHEREAS, THE AFFILIATE's business operations include the following: **Public community college offering various mental health, wellness, and support programs to the community of students.**

WHEREAS, THE UNIVERSITY conducts courses of study in the field of: **Social Work & Sociology;**

WHEREAS, it is deemed desirable by the parties hereto to enter into a mutual contract and AGREEMENT for furnishing the students in the study of **Social Work and/or Sociology** with experience at THE AFFILIATE;

NOW, THEREFORE, in consideration of the stipulations and conditions contained herein, it is mutually agreed that:

1. **TERM:** This AGREEMENT shall become effective immediately and shall continue unless terminated as hereinafter provided.
2. **INTERNSHIP:** THE AFFILIATE shall send THE UNIVERSITY a written description of the educational experience and supervision procedures that THE AFFILIATE plans to utilize (the "Placement") which shall include specific duties, and requirements of such student pursuant to the internship. The field confirmation form or learning contract will serve this purpose. The students in the Placement will start their experience as determined by mutual AGREEMENT. Minor adjustments in the length of service and the period during which it shall be rendered may be made with consent between THE AFFILIATE and faculty representative of the UNIVERSITY.
3. THE AFFILIATE will furnish the Placement students with experience in the following field of study: **Social Work and/or Sociology.**

It is understood that the student will be supervised by an AFFILIATE representative who meets State licensing and other regulations in his/her field (if applicable to THE AFFILIATE and/or job description) and has at least the minimum year(s) experience in this field.

The Placement will include opportunities for student participation in a variety of areas which may include, at the discretion of THE AFFILIATE: **case management; case observations; community outreach; special projects; and/or research to the extent feasible.** At the end of the Placement, the supervising affiliate representative shall prepare an evaluation of each student's performance, using forms provided by THE UNIVERSITY, and promptly return the

completed evaluation to THE UNIVERSITY.

4. THE AFFILIATE will provide any special equipment needed to serve THE AFFILIATE's clients and, if necessary, will provide reasonable storage space for the Placement's students' equipment (if applicable). THE AFFILIATE shall not be responsible for the safekeeping of students' equipment.
5. THE AFFILIATE will name a representative to serve as a student supervisor and faculty or professional staff liaison. This affiliate representative will review all selected student assignments to coordinate the service schedule of THE AFFILIATE.
6. THE AFFILIATE will grant permission to THE UNIVERSITY'S faculty or professional staff members to supervise and work with students in the Placement who are rendering services to The AFFILIATE and recognizes THE UNIVERSITY has sole authority for the teaching of the students; nevertheless, the ultimate responsibility for and authority over Affiliate's services shall continue to rest with THE AFFILIATE.
7. ORIENTATION: THE AFFILIATE shall provide to all participating students an orientation relating to their responsibilities, including any emergency procedures, reporting requirements, and student emergency contacts. If students are placed in a clinical setting, the orientation shall include their responsibilities under regulations issued by the Department of Health and Human Services to implement the Health Insurance Portability and Accountability Act of 1996 ("HIPM" Regulations) and regulations issued by the Occupational Health and Safety Administration ("OSHA") relating to blood borne pathogens. THE AFFILIATE will explain to the students their objectives, policies and program information in accordance with the Joint Commission on Accreditation of Healthcare Organizations ("JCAHO") and NJ Department of Health and Human Services (if applicable). At the request of THE AFFILIATE, THE UNIVERSITY will require that participating students attend orientation sessions offered by THE AFFILIATE on HIPAA Regulations, OSHA Regulations, JCAHO Regulations and other state and federal mandates relating to the student's placement.
8. Criminal Offender Record Information ("CORI"). To the extent THE AFFILIATE elects to require a CORI check prior to commencement of a student's participation in the Placement, (i) THE AFFILIATE shall provide reasonable advance written notice of such requirement and a copy of its screening form to THE UNIVERSITY, (ii) THE UNIVERSITY shall inform the student that completion of the CORI check is a prerequisite to his/her participation in THE AFFILIATE's program, (iii) the student shall be responsible for initiating and obtaining a CORI check and shall notify THE UNIVERSITY of any results that would disqualify the student from participation in the Placement. THE AFFILIATE agrees to (i) use reasonable efforts and diligence to maintain the confidentiality of the information contained in any CORI check, (ii) comply with provisions of the Family Educational Rights and Privacy Act (FERPA) and any other applicable federal or state privacy statute.
9. CONFIDENTIAL INFORMATION:
  - A. THE UNIVERSITY shall keep private and confidential all records of THE AFFILIATE in its possession. THE AFFILIATE may list below any additional concerns, if any, regarding access to confidential information that THE UNIVERSITY may be privy to and shall not, except with the written consent of THE AFFILIATE or as lawfully directed, disclose the contents of such records or such information:
  - B. THE AFFILIATE will instruct and inform the students and THE UNIVERSITY of the confidential nature of all THE AFFILIATE records and of all medical and personal information.
  - C. Each party agrees to hold the other party's confidential information in confidence. Each party will exercise its best efforts to safeguard each other's confidential information. Such precautions will be at least as great as those that either party takes to protect its own confidential information. Each party will disclose the other party's confidential information to its employees or consultants

only as a need-to-know basis and subject to the confidentiality obligations imposed here. When confidential information is no longer necessary to perform any obligation under any of the AGREEMENT, it will be, at the option of the owning party, returned to its owner or destroyed. This provision shall survive termination of this AGREEMENT.

- D. If subject to Health Insurance Portability and Accountability Act of 1966 (HIPAA), THE AFFILIATE shall at all times ensure that it maintains compliance with HIPAA Regulatory compliance and shall include the erasure and deletion of all personal and confidential information contained on all personal computers and drives prior to disposal or disposition as required by the Department of Defense. U.S. Department of Defense 5220-22-17 Standard. The students and THE UNIVERSITY will also comply with the requirements of this paragraph.
- E. THE AFFILIATE shall adhere to the requirements of the Family Educational Rights and Privacy Act (FERPA) USC §1232 et. seq. to the extent it maintains any student records and comply with the New Jersey Open Public Records Act (OPRA).

10. INTERNSHIP:

THE UNIVERSITY will give notice to THE AFFILIATE of the number of and names of all students whom it intends to have enter this INTERNSHIP program at least two weeks, if possible, prior to the commencement of any session/semester. THE AFFILIATE will then notify THE UNIVERSITY of its ability to accommodate for the number of students at least two weeks from the date on which THE AFFILIATE is notified of the number of students.

- 11. AFFILIATION AGREEMENT: It is agreed by the parties that THE UNIVERSITY may publish THE AFFILIATE's name as being affiliated with THE UNIVERSITY, and THE AFFILIATE may publish THE UNIVERSITY's name as being affiliated with THE AFFILIATE.

- 12. It is agreed that, in connection with this AGREEMENT, THE UNIVERSITY and/or its students rendering service at and for THE AFFILIATE shall not be considered employees or agents of THE AFFILIATE. Therefore, THE UNIVERSITY and/or students rendering services to THE AFFILIATE shall be solely responsible for compliance with Federal, State, and local laws, regulations, and orders now or hereinafter in effect related to taxes, unemployment insurance, social security, workers' compensation, disability, and all deductions and withholding of payments required by present or future laws or regulations.

13. INSURANCE COVERAGE:

- A. THE UNIVERSITY purchases student blanket professional liability insurance for participating students in curriculum-based programs. THE UNIVERSITY participates in the State of New Jersey's self-funded risk retention program. THE UNIVERSITY is a public institution of higher education of the State of New Jersey. The State does not carry public liability insurance, but the liability of the State and the obligation of the State to be responsible for tort claims against its employees is covered under the terms and provisions of the New Jersey Tort Claims Act (N.J.S.A.59:1-1 et seq.). The Act creates a special self-insurance fund and provides for payment of claims under the Act against the State of New Jersey or against its employees for which the State is obligated to indemnify against tort claims which arise out of the performance of their duties. Claims against the UNIVERSITY or its employees involving tort claims should be referred for handling to the New Jersey Treasury, Division of Risk Management, P.O. Box 620, Trenton, NJ08625-0620 with a copy to the University.
- B. THE AFFILIATE will procure and maintain comprehensive general liability insurance and professional liability insurance or Professional Malpractice Insurance sufficient, in THE AFFILIATE's sole discretion, to protect THE UNIVERSITY from any liability arising out of the professional

obligations performed pursuant to the requirements of this AGREEMENT; or a program of self-insurance reasonably satisfactory to THE UNIVERSITY covering THE AFFILIATE and its respective officers, trustees, agents, servants, and employees from and against any and all damages, claims, suits, liabilities, costs, and expenses involving counsel fees, arising out of acts or omissions by THE AFFILIATE'S employees while performing within the scope of their responsibilities and duties as participants in the Placement.

14. Any agreement signed on behalf of the State of New Jersey by a State official shall be subject to all of the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq., the New Jersey Contractual Liability Act, N.J.S.A. 59:13-1 et seq., and the availability of appropriations.
15. RENEWAL PROVISION: This contract shall renew itself automatically from year-to-year, for a period of not more than 3 years from date of contract unless either party gives at least thirty (30) days written notice to the other party that the AGREEMENT is to terminate on a given date. All written notices affecting the contract termination must be delivered by certified or registered mail. The date of deposit of any notice in the U.S. Post Office with all postage prepaid shall be deemed the date of delivery thereof. This Agreement shall terminate upon the expiration of 3 years from the date of contract unless extended in writing.
16. NON-DISCRIMINATION: No person shall, on grounds of race, color, creed, national origin, nationality, ancestry, age, sex/gender (including pregnancy), marital status, civil union status, domestic partnership status, familial status, religion, affectional or sexual orientation, gender identity or expression, atypical hereditary, cellular or blood trait, genetic information, liability for service in the Armed Forces of the United States or disability be excluded from participation in or denied benefits of The Placement. N.J.S.A. 10: 5-31 et seq.
17. SEXUAL HARASSMENT POLICY: THE AFFILIATE shall have in place a sexual harassment policy. The student shall be provided with a copy of the policy and procedures for reporting any incident of any kind of sexual harassment as defined by the Equal Employment Opportunity Commission Guidelines.
18. MODIFICATIONS: This AGREEMENT may be modified or amended by mutual consent of the parties. Any such modifications or amendments shall be in writing, signed by both parties, attached, and become part of this AGREEMENT.
19. INTEGRATION CLAUSE: This contract and any attached addenda constitute the entire contract between THE AFFILIATE and THE UNIVERSITY.
20. SEVERABILITY: If any provision of this contract is held to be invalid or unenforceable for any reason, this contract shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision(s).
21. CAPTIONS: The caption headings contained herein are used solely for convenience and shall not be deemed to limit or define the provisions of this contract.
22. GOVERNING LAW: As a public entity established by, and subject to, the laws of the State of New Jersey, THE UNIVERSITY cannot consent to foreign laws or jurisdiction. As such, this contract shall be governed and construed in accordance with the laws of the State of New Jersey, in the courts of the State of New Jersey without regard to the principles of conflicts of law.
23. THE AFFILIATE shall have no obligation to provide any medical care or assistance to the students or THE UNIVERSITY; whom shall remain responsible for all costs of medical care or assistance provided to them.

IN WITNESS WHEREOF, this AGREEMENT has been duly executed and signed by:

**FOR HUDSON COUNTY COMMUNITY COLLEGE**

\_\_\_\_\_  
Lisa Dougherty, EdD  
Vice President for Student Affairs and Enrollment

\_\_\_\_\_  
Date

\_\_\_\_\_  
Christopher Reber, PhD  
President

\_\_\_\_\_  
Date

**FOR NEW JERSEY CITY UNIVERSITY**

\_\_\_\_\_  
Tamara Jhashi, Ph.D.  
Senior Vice-President & Provost

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Date



**RWJBARNABAS HEALTH, INC.**

**AFFILIATION AGREEMENT**

This agreement made as of the 1<sup>st</sup> day of August in the year 2022

Between the Hospital, **COOPERMAN BARNABAS MEDICAL CENTER**, an affiliate  
Name of Hospital ("Hospital")  
of RWJBarnabas Health, Inc., and the School:

**HUDSON COUNTY COMMUNITY COLLEGE**

Name of School, College, University ("School")

**NURSING PROGRAM ("PROGRAM")**

In consideration of the mutual promises hereinafter contained, the Hospital and School agree as follows:

**1. TERM**

This Agreement shall be for a period commencing on August 1, 2022 and continuing  
Start Date  
until July 31, 2025.  
End Date

This Agreement shall be reviewed at the end of the term stated herein, and may be renewed at the end of the stated period by a new written agreement of both parties for such additional time as the parties determine.

Either party hereto may, at any time during the term of this agreement, with or without cause, terminate this agreement upon one hundred twenty (120) days written notice to the other party. In the event of termination by either party, students then participating in the Program shall be permitted to complete the semester.

The Hospital may immediately terminate a student(s) participation in the program established under this agreement, if the Hospital, in its sole discretion, believes that the continued participation of a student is unsafe, disruptive, detrimental to the Hospital or patient care, or otherwise not in conformity with Hospital standards, policies, procedures, or health requirements.

**2. EXHIBITS**

Attached to this agreement and made a part hereof are the following:

- Exhibit A: Joint Commission Addendum
- Exhibit B: School's Certificate of Insurance
- Exhibit C: Hospital's Certificate of Insurance

### 3. SCHOOL RESPONSIBILITIES

The School as the sponsoring agency agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum for its students including the administration, curriculum content, and faculty appointments.
- b. To assure that all instructors possess a current, valid License to practice in the State of New Jersey and meet the academic qualifications of their academic role.
- c. To provide a clinical assignment schedule of dates for the affiliation periods throughout the academic year.
- d. That students assigned for clinical experience will receive no compensation.
- e. To maintain a student to instructor ratio not to exceed 10 to 1.
- f. To assure that students conform to the rules, regulations, and policies of the Hospital. These rules, regulations and policies will be available and reviewed with the students/faculty by the Hospital.
- g. To verify correct completion of all patient care records and co-sign all student documentation during the clinical experience.
- h. To assure that students engaged in observational experiences do not perform direct-care activities and that such students have signed Observation Agreements provided by the Hospital.
- i. To assure by providing written documentation from the School that a criminal background check has been conducted with respect to each student or faculty, in accordance with Hospital policy. The criminal background check Vendor (“Vendor”) shall be selected by the School and shall complete all background checks for all students or faculties who have completed Release Forms. The Clinical Liaison of the School shall review the criminal background check results and only students with satisfactory background check results will be assigned by the School for a clinical placement. In addition, the School shall ensure that they or their selected Vendor shall:
  - (1) The criminal background check (“CBC”) shall cover all county, state and federal databases that produce records of any felonies, convictions, subpoenas, and/or warrants. The CBC shall in any event be in form and content acceptable to Hospital. Hospital reserves the right to reject the CBC and to request that the CBC be redone, provided that Hospital shall provide the reason or reasons why such CBC was rejected. The School agrees that their choice of criminal

background check vendor (“Vendor”) must meet the requirements stated in this section.

- (2) Only students or faculty with satisfactory background check results, including but not limited to stating no criminal history, will be assigned by the School for a clinical placement at any RWJBarnabas Health facility.
- (3) Background checks shall be repeated every three (3) years for students or faculty continuing as clinical affiliates.
- (4) If a School and/or student believes that the results of their criminal background check require reconsideration and an individual review by RWJBarnabas Health, the School shall:

[a] Obtain the signed RWJBarnabas Health Release Form from the student or faculty and send the Release Form to the Hospital Director of Education.

[b] Instruct the Vendor to send the original criminal background check findings directly to RWJBarnabas Health Corporate Security.

[c] Obtain and send any further relevant supporting documentation related to the criminal history to RWJBarnabas Health Corporate Security.

[d] Abide by the final determination regarding their placement from an Interdisciplinary Criminal Background Check Review Committee of RWJBarnabas Health

- j. To agree to satisfy the Joint Commission Addendum set forth on the attached Exhibit A.

#### **4. HOSPITAL RESPONSIBILITIES**

- a. To participate in joint evaluation of the effectiveness of the clinical experiences through meetings and/or written evaluations of the students and faculty.
- b. To provide the necessary supplies, facilities (including lockers when available), use of the library, and supervision as may be required to insure quality education for the students without impairing quality patient care.
- c. To provide an orientation of its plant, facilities, policies, and procedures for the School’s faculty and students.
- d. To provide emergency care for students in case of illness or accident. However, the Hospital shall not be responsible for any further care. In no

event shall the Hospital be responsible for a greater amount or degree of care or assistance than it would reasonably provide for its paid employees. The School shall be promptly notified of any such occurrence. The student shall be responsible for payment of any medical expenses incurred.

- e. To allow students and faculty to use the dining facilities, if available, but the cost of meals will be paid by the individual at established rates.
- f. The Hospital will inform the School of any withdrawal of accreditation status.

## **5. MUTUAL OBLIGATIONS**

The parties hereto mutually agree that:

- a. The Hospital shall at all times retain sole responsibility for all patient care, and the extent of participation of the student in assisting with or observing patient care.
- b. Responsibility for planning the clinical experience in the Hospital will be jointly shared by the Hospital's staff and the School's instructors, subject at all times to the policies, rules, and regulations of the Hospital.
- c. Upon mutual consent of the Hospital and the School, a student of the School may be assigned to any facilities or programs within the Hospital.
- d. Student curriculum, attendance, and scheduling shall be under the direction of the School so long as they do not conflict with the Hospital's policies, rules, and regulations.
- e. Students are not employees of either party during the hours in which they participate in this program.
- f. The student of the School will start his/her clinical experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the School and the Hospital.
- g. The parties will routinely and openly discuss philosophies, identify policy and program needs and cooperate with each other to carry out the intent of this Agreement.

## **6. REGULATORY COMPLIANCE**

- a. The School and the Hospital agree that each shall comply with all applicable requirements of Municipal, County, State and Federal authorities, all applicable Municipal and County ordinances and regulations, and all applicable State and Federal statutes and regulations now or hereafter in force

and effect to the extent that they directly or indirectly bear upon the subject matters of this Agreement. These include, without limitation: regulatory and statutory requirements and any and all applicable requirements under any State fair employment practices or similar laws declaring discrimination in employment based upon race, color, creed, religion, sex, sexual preference, or national origin as illegal and, if applicable, *Title VII of the Civil Rights Act of 1964* or any applicable rule or regulation promulgated pursuant to any such laws herein above described.

- b. The School shall ensure that each student and faculty member assigned to the Hospital shall receive, read, understand and shall abide by the RWJBarnabas Health Code of Conduct. In addition, the School shall ensure that all such individuals agree to complete one (1) hour of general compliance training and one (1) hour of documentation training as required by the Hospital from time to time. The School shall require all such individuals to certify completion of such activities as requested by the Hospital.
- c. The School shall ensure that each student and faculty member assigned to the Hospital certifies that he or she: (i) has not been convicted of a criminal offense that falls within the ambit of 42 USC 1320a-7(a) (*i.e.*, any conviction relating to the Medicare or Medicaid program, patient abuse, felony conviction relating to health care fraud or felony conviction relating to controlled substances), and (ii) is not currently excluded, debarred, suspended or otherwise ineligible to participate in the Federal health care programs or in Federal procurement or non-procurement programs.

## 7. INSURANCE

- a. During the term of this Agreement, the School shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its students, faculty, officers, or employees with respect to any liability arising out of their participation in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate per year. The School shall also provide general liability coverage in the minimum amount of \$1,000,000 for personal injury, \$500,000 for property damage and \$3,000,000 in the aggregate. In addition, the student shall provide professional liability insurance in the same amounts.

Said General Liability policies shall name the Hospital as an additional insured and shall provide that the insurance company will not cancel said policy of insurance without providing the Chief Executive Officer of the Hospital thirty (30) days advance written notice thereof.

The School shall comply with any and all requirements under the Workers Compensation laws of the State of New Jersey with respect to coverage for School faculty members and employees in connection with their activities under this agreement.

School shall submit to Hospital prior to the effective date of this Agreement a copy of a policy or a Certificate of Insurance evidencing School's compliance with the terms of this Agreement. A Copy of the Certificates of Insurance evidencing the aforesaid coverage shall be attached to this agreement as **Exhibit B.**

- b. During the term of this Agreement, the Hospital shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its officers or employees with respect to any liability arising out of their participation in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate per year and general liability coverage with limits of \$1,000,000 for personal injury, \$500,000 for property damage and \$3,000,000 in the aggregate.

Said General Liability policies shall name the School as an additional insured and shall provide that the insurance company will not cancel said policy of insurance without providing the Chief Executive Officer of the School thirty (30) days advance written notice thereof.

The Hospital shall comply with any and all requirements under the Workers Compensation laws of the State of New Jersey with respect to coverage for Hospital employees in connection with their activities under this agreement.

Hospital shall submit to School prior to the effective date of this Agreement a copy of a policy or a Certificate of Insurance evidencing Hospital's compliance with the terms of this Agreement. A Copy of the Certificates of Insurance evidencing the aforesaid coverage shall be attached to this Agreement as Exhibit C.

## **8. INDEPENDENT CONTRACTOR**

Both the Hospital and the School are independent contractors. It is not intended that an employer/employee, joint venture, or partnership agreement be established hereby expressly or by implication between the Hospital and the School. Rather, in discharging all duties and obligation hereunder, the Hospital shall at all times be in and remain an independent contractor relationship with the School.

Neither the Hospital nor the School is authorized or permitted to act as an agent or employee of the other. Nothing in this agreement shall in any way alter the freedom enjoyed by either Hospital or School, nor shall it in any way alter the control of the management, operation, and affairs of either Hospital or School; it being the intent of this agreement that Hospital and School shall maintain separate and independent management, and each has full, unrestricted authority and responsibility regarding its organization and structure.

Neither party, by virtue of this Agreement, assumes any liability for any debts or obligations of either a financial or legal nature incurred by the other party to this agreement.

## **9. CONFIDENTIALITY**

Both the School and the Hospital shall at all times comply with standards of documentation and confidentiality mandated by state and federal regulatory agencies and accrediting agencies, as same may be modified and amended from time to time, including standards of the Joint Commission, and medical record policies and guidelines established and approved by the Hospital, which shall be made available to the students.

## **10. NO WAIVER**

The waiver or failure of either party to exercise any right provided for herein shall not be deemed a waiver of any further right hereunder.

## **11. ENTIRE AGREEMENT**

This agreement supersedes any and all other agreements either oral or in writing between the parties with respect to the services of the Hospital for School, and this agreement contains all of the covenants and agreements between the parties with respect to this agreement for services. The parties agree that no oral representations or written representations, other than contained herein, were relied on by the parties, or form additional terms of this agreement.

## **12. MODIFICATION**

Hospital or School may from time to time request changes in the scope of the service to be performed hereunder. Such changes shall be valid only if incorporated as a written amendment to this Agreement.

## **13. GOVERNING LAW**

This agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

## **14. NOTICES**

All notices required or permitted under this agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

**As to Hospital:**

Cooperman Barnabas Medical Center  
94 Old Short Hills Road  
Livingston, NJ 07039  
Attn: President and CEO

**With a copy to:**

David A. Mebane, Esq.  
General Counsel  
RWJBarnabas Health  
95 Old Short Hills Road  
West Orange, NJ 07052

**As to School:**

Hudson Community College  
70 Sip Avenue  
Jersey City, New Jersey 07306  
Attn: Catherine Sirangelo-Elbadawy  
Dean, Nursing and Health Sciences

***[SIGNATURE PAGE FOLLOWS]***



**IN WITNESS WHEREOF**, each party has caused this Agreement to be executed by its duly authorized officers or representatives as of the date first written above.

**ATTEST:**

\_\_\_\_\_

**Date:** \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_

**Date:** \_\_\_\_\_

**HOSPITAL:**

**By:** \_\_\_\_\_

**SCHOOL:**

**By:** \_\_\_\_\_

Christopher M. Reber, Ph.D.  
College President

## Exhibit A

## JOINT COMMISSION ADDENDUM

In addition to the obligations set forth in the foregoing Affiliation Agreement, Hospital and School agree to the following as though set forth at length therein:

1. The Hospital will provide oversight of contractual services to ensure that care, treatment and services provided directly to patients is safe, effective, efficient, and of the same level of high quality as services provided directly by the Hospital. School will cooperate with Hospital's oversight activities.
2. The School shall meet the performance-based expectations, goals, objectives and benchmarks as set forth in the Agreement and as follows:
  - (a) Ensure that students have met the Hospital's health requirements, as stated on the Academic Facility Attestation Student Placement Form.
  - (b) Ensure that students have met the Hospital's criminal background check requirements.
  - (c) Ensure that the School and their students shall at all times comply with standards of documentation and confidentiality mandated by state and federal regulatory agencies and accrediting agencies, as same may be modified and amended from time to time, including standards of The Joint Commission, and medical record policies and guidelines established and approved by the Hospital, which shall be made available to the students.
3. To the extent applicable to the services provided by the School, the School and its individual students shall comply with the National Patient Safety Goals, participate in the Hospital's medical error reduction reporting process, and participate in other Hospital efforts related to patient safety.
4. The School and Hospital will establish an open line of communication. Each party will appoint an individual to act as a liaison to the other party, to address such matters as customer service issues, patient complaints, and/or staff concerns related to quality and/or safety in order to improve patient care and services provided in the Hospital. The titles of the initial liaison appointed by each party are \_\_\_\_\_ and the President and CEO or his or her designee for the Hospital.
5. The School and each individual student shall disclose all actual or potential conflicts of interest with the Hospital, prior to execution of this agreement and thereafter as they arise, on forms acceptable to the Hospital.
6. The School will participate in the Hospital's risk management and/or patient safety programs as requested by Hospital.
7. The School and its student(s) will cooperate with the Hospital in conducting performance improvement for both Hospital and School activities. The Hospital may

establish performance indicators and thresholds to measure expected levels of performance, which will be conveyed to the School.

8. The School will only assign qualified, competent students to provide participate under this Affiliation Agreement. Each individual student shall have any and all applicable education, licenses, qualifications, training and experience necessary under the Agreement. Individual School students shall only participate as designated by the Hospital to the individual. The School will provide to the Hospital, upon request, on the same business day, any information as needed to substantiate individual student qualifications.

9. All School students will complete a Hospital orientation program prior to commencing to provide services under the Agreement. The School shall conduct periodic performance evaluations of School students, and all individuals providing services under the Agreement shall have a current, satisfactory performance evaluation and shall remain clinically competent. School students shall participate in annual mandatory education with topics as required for New Jersey Department of Health and Senior Services and Joint Commission purposes. The School and the Hospital shall collaborate to ensure that School students participate in all mandatory educational programs sponsored by the Hospital that are applicable to the School student's role and responsibility.

10. In providing services pursuant to the Agreement, the School and its individual students shall comply with all applicable Hospital policies, procedures, rules and regulations, as well as with all state, local and federal laws, rules and regulations.

11. This Addendum has been approved by the parties in accordance with their respective policies and procedures.

**AFFILIATION AGREEMENT  
BETWEEN  
HUDSON COUNTY COMMUNITY COLLEGE  
AND  
BRIDGEWAY BEHAVIORAL HEALTH**

This affiliation agreement (“Agreement”), effective August 10, 2022, is between Hudson County Community College (“College”), located at 70 Sip Avenue, Jersey City, New Jersey 07306, and Bridgeway Behavioral Health (“Bridgeway BHS”), located at Jersey City, NJ (collectively, the “parties”), for the Practical Nursing (PN) and Registered Nursing (RN) Programs. The parties agree as follows:

1. **TERM**

This contract shall be for a period commencing August 10, 2022, and continuing through August 9, 2023.

This agreement shall be reviewed at the end of the term and may be renewed by a new written agreement of the parties.

Either party may at any time during the term of this agreement, with or without cause, terminate this agreement upon sixty (60) days written notice to the other party. In the event of termination, students enrolled in either the PN Program or the RN Program shall be allowed to complete the applicable program.

Bridgeway Behavioral Health may immediately terminate a student(s) participation in the program established under this agreement, if Bridgeway BHS believes that the continued participation of the student(s) is unsafe, disruptive, detrimental to resident care, or otherwise not in conformity with Bridgeway’s standards, policies, procedures, or health requirements.

2. **COLLEGE RESPONSIBILITIES**

The College as the sponsoring agency agrees:

- a. To assume full responsibility for the planning and the execution of the curriculum for its students including the administration, curriculum content, and Faculty appointments.
- b. To assure that all instructors possess a current, valid license to practice nursing in the State of New Jersey and meet the academic qualifications of their academic role.
- c. To provide a clinical assignment schedule of dates for the affiliation periods throughout the academic year.
- d. That students assigned for clinical experience will receive no compensation.
- e. To maintain a student to instructor ratio not to exceed 10 students to 1 instructor.

- f. To require that students conform to the rules, regulations, and policies of Bridgeway BHS. These rules, regulations and policies will be available and reviewed with the students/Faculty by Bridgeway BHS.
- g. To require student's statement of health screening to include:
  - a. Physical exam
  - b. Proof of negative reaction to two (2) consecutive Mantoux tests given within three (3) weeks, or if positive reaction, negative chest x-ray result or a negative result on the QuantiFERON-TB-Gold test on file
  - c. Submission of a criminal background check and fingerprinting prior to certification
  - d. Completion of drug screening before clinical rotation:
    - Ten-panel drug test
    - Marijuana (THC)
    - Cocaine
    - Amphetamines
    - Opiates
    - Phencyclidine (PCP)
    - Barbiturates
    - Benzodiazepines
    - Methadone
    - Methaqualone (Quaaludes)
    - Propoxyphene
  - e. Proof of COVID-19 vaccine
  - f. Proof of annual Flu vaccine
- h. To provide medical documentation of any special physical needs of students and to provide for any special allergic needs of the students.
- i. To verify correct completion of all resident care records and co-sign all student documentation during the clinical experience.

### 3. **Bridgeway BHS RESPONSIBILITIES**

Bridgeway BHS agrees:

- a. To participate in joint evaluation of the effectiveness of the clinical experiences through meetings and/or written evaluations of the students and Faculty.
- b. To provide necessary supplies, facilities, and supervision as may be required to ensure quality education for the students without impairing quality resident care.
- c. To provide an orientation of its facilities, policies, and procedures for the College's Faculty and students.
- d. Bridgeway BHS shall at all times retain sole responsibility for all client care, and the extent of participation of the student in assisting with or observing client care. (However, the foregoing statement is not meant to address the issue of ultimate legal liability in the event of a claim.)

#### 4. **MUTUAL OBLIGATIONS**

- a. Responsibility for planning the clinical experience with Bridgeway BHS will be jointly shared by Bridgeway BHS's staff and the College's instructors, subject at all times to the policies, rules, and regulations of Bridgeway BHS.
- b. A student of the College may be assigned to any facilities or programs within the Bridgeway BHS system.
- c. Student curriculum, attendance, and scheduling shall be under the direction of the College as long as they do not conflict with Bridgeway BHS's policies, rules, and regulations.
- d. Students are not employees of either party during the hours in which they participate in this program.
- e. Students of the College will start their clinical experience program as determined by mutual agreement. Minor adjustments in the length of service and the period during which it shall be rendered may be made with the mutual consent of the College and Bridgeway BHS.
- f. College and Bridgeway BHS shall at all times be independent contractors. Nothing in this Agreement is intended, or shall be construed, to create an employer/employee relationship, joint venture, partnership or other relationship between the College and Bridgeway BHS.

#### 5. **INSURANCE**

During the term of this Agreement, the College shall at all times maintain Professional Liability Insurance including coverage for any acts of negligence of its students, Faculty, officers, or employees with respect to any liability arising out of their participating in the program in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate per year. The College shall also provide general liability coverage in the minimum amount of \$1,000,000 for personal injury, or property damage and \$3,000,000 in the aggregation.

#### 6. **CONFIDENTIALITY**

Both the College and Bridgeway BHS shall at all times comply with standards mandated by state and federal law of regulatory agencies and accrediting agencies, including those pertaining to confidentiality and documentation regarding both patient records, student records and personally identifiable information.

#### 7. **EMERGENCY MEDICAL CARE**

Bridgeway BHS agrees that College personnel, including students, assigned to Bridgeway BHS in conjunction with their participation in this agreement shall have access to emergency medical care in the event of illness or injury requiring medical attention. However, such medical care shall be at the individual's own expense.

8. **REGULATORY REQUIREMENTS**

Both parties agree to meet and fulfill all applicable standards as outlined by the State Department of Health and all applicable regulatory requirements.

9. **CHOICE OF LAW/DISPUTE RESOLUTION**

All disputes between the parties shall be governed by New Jersey law regardless of New Jersey's choice of law principles. The parties agree that the Superior Court of New Jersey venued in Hudson County shall be the exclusive jurisdiction for all matters and claims between the parties.

**Hudson County Community College**

Name: Christopher Reber

Title: President

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Bridgeway BHS**

Name:

Title: Chief Operating Officer, Bridgeway BHS

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**New and On-Going Partnerships with Hudson County High Schools for the  
Delivery of Credit Course Instruction for Academic Year 2022-2023  
Under the Early College Program.**

Hudson County Community College (HCCC) proposes agreements with school districts, charter, and private schools in Hudson County for the delivery of instruction in selected credit courses and degree programs for high school students on the HCCC or high school campuses. Individual high school students who live in, or attend school in, Hudson County are eligible to enroll in up to eighteen (18) credits per year at a reduced tuition rate and receive college credit upon successful completion of courses. Agreements with Bayonne High School, Kearny High School, High Tech High School, Hoboken High School, and schools within the Jersey City Public School District will continue to allow students to exceed 36 credits to obtain an Associate Degree. Students have access to HCCC's academic advising program, tutoring services, library resources and computer laboratories. In order to participate in the Early College Program, students must successfully complete one of the mechanisms for college placement for required prerequisite courses and must have the approval of their parents/guardians and guidance counselors.

The tuition for the Early College Program will be determined on an annual basis by agreement with the individual school districts, charter, or private schools, and based on the type of selected course(s), instructor(s), and location. For the 2022-2023 academic year (Fall/Spring/Summer I/Summer II) the majority of course offerings will carry a tuition rate of \$74.50 per credit, and will be applied for classes taught by HCCC faculty.

Differentiated tuition per credit will be applied for courses taught on the high school campus by the high school faculty during the day (\$37.25) or where HCCC provides some equipment/supplies (\$74.50). The College will waive all general HCCC fees with the exception of selected laboratory fees. HCCC will not bill students directly for tuition, unless the school district identifies the students as self-paying students. Any required transportation or textbook will be provided by the high school or student.

**A. Bayonne Board of Education (Bayonne High School)**

Bayonne Board of Education has partnered with Hudson County Community College (HCCC) to provide an Associate Degree in Liberal Arts to students selected by Bayonne High School. The agreement began in Academic Year 2020-2021, and the 3<sup>rd</sup> cohort will begin this year. The instruction will be performed by either HCCC faculty on the Hudson County Community College campus or HCCC-approved High School faculty on the high school campus through at least the 2025-2026 academic year.

**B. Harrison Board of Education (Harrison High School)**

Since 2014, the inaugural year of Early College's partnership with Harrison High School, over 100 students have been served and supported. Harrison High School will continue their partnership for the sixth year and will be selecting seniors who are college ready to take Psychology, Sociology, Speech, and Political Science at the Journal Square Campus of Hudson County Community College taught by HCCC faculty. Our partnership includes a two-year culinary program in which students will earn 10 credits towards in Culinary and Hospitality. The program starts in the junior year and ends their senior year. The courses, in sequential order, are HMT-110 (Introduction to the Hospitality Industry), CAI-115 (Food Sanitation & Culinary Principles),



CAI-114 (Table Service I), CAI-118 (Pantry and Breakfast Cookery), and CAI-117 (Production Kitchen Skills I). Students in the graduating class of 2018 were part of the first senior class at Harrison to complete the program and receive a certificate of completion on May 11, 2018.

### **C. Hoboken Charter School**

Hoboken Charter School may enroll students in up to 18 college-credit courses at the HCCC campus. This is the fourth year students will enroll in courses.

### **D. Hudson County Schools of Technology (County Prep High School)**

Since the inception of this agreement, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> graders have had the opportunity to take six college level courses. The list of courses includes PSY-101 (Introduction to Psychology), ENG-101 (College Composition I), ENG-102 (College Composition II), ENG-112 (Speech), MAT-100 (College Algebra), and MAT-110 (Precalculus).

A Psychology course has been offered during the day for the past three years and is taught by an HCCC approved high school instructor. Through this arrangement, students satisfy their high school curriculum requirement and earn college credits for the course as well. The partnership will continue for the upcoming 2022-2023 academic year.

Select courses from the Associate of Applied Science in Early Childhood Education will be offered because of a grant received for the 2022-2023 academic year by the high school. The grant will cover the tuition for nine participating students. The grant will also pay for any books required by the courses, which the school will purchase directly. The students will have the opportunity to earn 11 CDP credits, which will permit them to sit for the Childcare Development Associate (CDA) license upon high school graduation.

In addition, students will have the opportunity to take a two-course Algebra sequence that will allow them to both earn credits in MAT-100 (College Algebra) as well as satisfy state requirements for high school Algebra II.

### **E. Hudson County Schools of Technology (High Tech High School)**

Now in the 7<sup>th</sup> year of partnership, 38 High Tech High School graduates have earned their Associate Degrees in Environmental Studies and Science and Mathematics at the same time that they earned their high school diplomas. Select courses are taught concurrently, enabling students to satisfy the requirements for the high school curriculum while earning college credit.

Additionally, Early College will continue to enroll 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> graders for College Composition I & II, Introduction to Psychology, and Introduction of Sociology for the fall and spring semesters.

### **F. Jersey City Board of Education (Jersey City Public High Schools)**

For the past eight years, HCCC and Jersey City Board of Education (JCBOE) have collaborated to offer college level courses in Criminal Justice and Culinary Arts to high school students from Lincoln High School. Since the Summer I, 2014 semester, JCBOE juniors have enrolled in Introduction to Psychology and Introduction to Sociology. General education course offerings in ENG-101 (English Composition I), MAT-100 (College Algebra), PSY-101 (Introduction to Psychology), and SOC-101 (Introduction to Sociology) have been extended to seniors since Spring 2015.

In the 2021-2022 academic year, JCBOE celebrated their second group of students earning an Associate Degree upon graduation. During the 2022–2023 academic year, the final group of students from the initial pathway cohorts will complete their degree requirements. After a hiatus in recruiting due to the pandemic, Dickinson, Ferris, and now Innovation High Schools look to recruit 9<sup>th</sup> graders into new degree-seeking pathways. Students will be introduced to career pathways options including but not limited to the fields of Environmental Studies, Business Administration, and Science & Mathematics. Courses will be taught concurrently, enabling students to satisfy the requirements for the high school curriculum while also earning college credits. Many of these students will be able to take their remaining courses during 12<sup>th</sup> grade on HCCC’s Journal Square Campus.

Also, for the 2022-2023 academic year, up to 20 students will enroll in three Culinary Arts courses (Food Sanitation and Culinary Principles, Pantry and Breakfast Cookery, and Bakeshop I). The classes will be taught by HCCC faculty for 12 Fridays in both the fall and spring semesters. Students will earn seven college credits upon successful completion of the program. Additionally, students who successfully complete the Food Handler Exam will receive a Food Handler Certificate from The National Restaurant Association. JCBOE will cover the costs related to tuition, fees, supplies, textbooks, uniforms, and other program related expenses.

For the Police and Fire Program, up to 25 students are expected to enroll in two 3-credit Criminal Justice courses: CRJ-111 (Introduction to Criminal Justice) and CRJ-120 (Introduction to Criminal Law).

### **G. Kearny Board of Education (Kearny High School)**

Beginning in the 2021-2022 academic year, the College began a new partnership with KHS that allows up to 25 students to earn an Associate of Arts in Liberal Arts General upon high school graduation through a combination of dual enrollment classes at the high school and courses taken after school taught by HCCC faculty. This agreement enters its second year with a new 9<sup>th</sup> grade cohort participating. For the first time, KHS will also offer two dual enrollment Culinary courses: CAI-119 (Baking I) and CAI-129 (Baking II).

### **H. Marion P Thomas Charter School**

HCCC will enter the second year of its partnership with the Marion P. Thomas Charter School, located in Newark, to provide dual enrollment instruction in Culinary Arts at the high school’s campus. The agreement includes two classes, CAI-117 (Production Kitchen Skills I) and CAI-119 (Bakeshop I) being offered as dual instruction in the Spring 2023 semester. Discussions are ongoing regarding expanding the partnership to include students attending Culinary classes on the HCCC Journal Square Campus.

### **I. Newark Board of Education**

HCCC begins a new partnership with the Newark Board of Education to offer dual credit opportunities in Culinary Arts for students in the Newark Public Schools. Beginning in the 2022-2023 academic year, students in the Newark Public Schools will have the opportunity to take CAI-115 (Food Sanitation and Culinary Principles), CAI-117 (Production Kitchen Skills I), and CAI-118 (Pantry and Breakfast Cookery) as part of their high school curriculum.

#### **J. North Bergen Board of Education (North Bergen High School)**

HCCC and North Bergen High School (NBHS) will continue to collaborate for 2022-2023 academic year to provide students with access to PSY-101 (Introduction to Psychology) and other select courses on the HCCC campus. NBHS will offer sophomore students the opportunity to apply to the Early College Program. Students will enroll in PSY-101 (Introduction to Psychology), ACC-121 (Principles of Accounting I), ACC-221 (Principles of Accounting II), and MAN-121 (Principles of Management). All classes that are offered at the high school are taught by HCCC-approved high school instructors. Courses will be offered for a full academic year, following the high school calendar.

#### **K. Orange Public School District (Orange High School)**

HCCC and Orange High School are entering year 2 of a dual enrollment partnership in Culinary Arts. The partnership allows up to 50 students to take CAI-115 (Food Sanitation and Culinary Principles) through a dual enrollment agreement, with an approved high school instructor teaching the course on the high school campus.

#### **L. Rising Star Academy (RSA)**

Rising Star Academy, a private school located in Union City, established a partnership with HCCC in 2011 to provide a diverse selection of courses for the high school students. Approximately 20 students are selected each year to take 6-18 college credits in a combination of dual enrollment classes and those taught at the North Hudson Campus. RSA allows students in 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grades to participate in the program. In the 2022-2023 academic year, the partnership will include sections of CSC-100 (Intro to Computers and Computing), CSC-111 (Computer Science I), BIO-107 (Human Biology), CHP-111 (College Chemistry), MAT-110 (Precalculus), and ENG-112 (Speech).

#### **M. Union City Board of Education (Union City High School)**

HCCC and the Union City Board of Education have collaborated for 10 years to offer college-level courses for their high school students. In the 2022-2023 academic year, courses will be offered to students from Union City High School (UCHS) at the high school. The partnership includes allowing 11 high school students to take courses in the Culinary Arts Program. The courses are CAI-115 (Food Sanitation and Culinary Principles), CAI-118 (Pantry and Breakfast Cookery), and CAI-119 (Bakeshop I). Classes are taught by HCCC faculty on the HCCC campus for 12 Fridays in both the Fall and Spring Semesters. Students earn seven (7) college credits upon successful completion of the program. In the 2022-2023 academic year, students funded through a Perkins Grant will enroll in 11 credits, which will qualify them to sit for the examination to earn the Childcare Development Associate (CDA) license upon high school graduation.

#### **N. West New York Board of Education (Memorial High School)**

Continuing our partnership for the seventh year, students at Memorial High School are able to enroll in MAT-111 (Calculus), and ENG-101 (College Composition I), all of which are to be offered at the high school and taught by HCCC approved high school instructors. Placement is determined according to College placement requirements.

#### **O. West Orange Board of Education**

A partnership began with the West Orange Board of Education in the 2020-2021 academic year to offer seven credits in Culinary Arts through a dual enrollment agreement in CAI-115 (Food Sanitation and Culinary Principles), CAI-117 (Production Kitchen Skills I), and CAI-118 (Pantry and Breakfast Cookery). High school instructors approved by the Dean of Business, Culinary Arts and Hospitality Management teach the classes. The program will continue for its third year in the 2022-2023 academic year.

#### **INVENTORY OF SCHOOL DISTRICTS:**

Separate agreements have been executed with the following school districts:

1. Bayonne Board of Education – Bayonne High School
2. Harrison Board of Education – Harrison High School
3. Hoboken Charter School
4. Hudson County Schools of Technology Board of Education – County Prep High School
5. Hudson County Schools of Technology Board of Education – High Tech High School
6. Jersey City Board of Education
  - a. William L. Dickinson High School
  - b. Henry Snyder High School
  - c. James J. Ferris High School
  - d. Liberty High School
  - e. Innovation High School
  - f. McNair Academy
  - g. Lincoln High School
7. Kearny Board of Education – Kearny High School
8. Marion P Thomas Charter School
9. Newark Board of Education
10. North Bergen Board of Education – North Bergen High School
11. Orange Public School District – Orange High School
12. Rising Star Academy
13. Union City Board of Education – Union City High School
14. West New York Board of Education – Memorial High School
15. West Orange Board of Education – West Orange High School

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

**August 9, 2022**

**X. NEW BUSINESS**

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

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

**DATE:** August 9, 2022

- Doria, Joseph \_\_\_\_\_
- Fahrenheit, Karen \_\_\_\_\_
- 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**

**August 9, 2022**

**XI. ADJOURNMENT**

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED THAT** the August 9, 2022 meeting of the Hudson County Community College Board of Trustees be adjourned at \_\_\_\_P.M.

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

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

**DATE:** August 9, 2022

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

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay