

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

**Regular Meeting – Board of Trustees**

**Tuesday, November 26, 2024**

**5:00 P.M.**

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

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

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

<https://zoom.us/j/97566676811?pwd=bXFybEpENHdBT3N6cmVaOEExYmNpQT09>

Passcode: 771689

Telephone: 1 305 224 1968

Webinar ID: 975 6667 6811

Passcode: 771689

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

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

**AGENDA**

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

*Chair Peña*

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

**Trustees:**

*Lisa Camacho, Student Alumni Representative*

*Edward DeFazio, Secretary/Treasurer*

*Joseph Doria*

*Pamela Gardner, Vice Chair*

*Frank Gargiulo*

*Stacy Gemma*

*Roberta Kenny*

*Vincent Lombardo*

*Jeanette Peña, Chair*

*Christopher Reber, President (Ex Officio)*

*Silvia Rodriguez*

*Harold Stahl*

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

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, November 26, 2024**

**II. ROLL CALL**

**Trustees:**

*Lisa Camacho, Student Alumni Representative* \_\_\_\_\_

*Edward DeFazio, Secretary/Treasurer* \_\_\_\_\_

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

*Pamela Gardner, Vice Chair* \_\_\_\_\_

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

*Stacy Gemma* \_\_\_\_\_

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

*Vincent Lombardo* \_\_\_\_\_

*Jeanette Peña, Chair* \_\_\_\_\_

*Christopher Reber, President, Ex Officio* \_\_\_\_\_

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

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

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

**MEETING INTRODUCTION**

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

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

**HUDSON COUNTY COMMUNITY COLLEGE****BOARD OF TRUSTEES MEETING****Tuesday, November 26, 2024****III. COMMENTS FROM THE PUBLIC**

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

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

***Tuesday, November 26, 2024***

**IV. CLOSED SESSION**

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, November 26, 2024**

**V. REPORTS**

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

*Business Education Supplemental Training (BEST) Program Presentation*

*Dr. Peter Cronrath, Associate Professor of Business*

*Elena Winslow, Associate Professor of Business*

*Anuvhuti Bisht, Student*

*Aadil Ishtiaq, Student*

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, November 26, 2024**

**VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS**

**1. MINUTES OF PREVIOUS MEETING**

*The Minutes of the Regular Meeting of October 8, 2024 are herewith submitted to the Board of Trustees for approval. (Page 10)*

*Recommendation:*

*It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of October 8, 2024.*

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

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

**TITLE:** *JED Campus Collaborative for Student Parents*

**AGENCY:** *The JED Foundation*

**PURPOSE OF GRANT:** *The grant aims to develop mental health programming to support student parents.*

**COLLEGE ADMINISTRATOR:** *Doreen Pontius*

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

**AWARD AMOUNT:** *\$5,000.00*

**TITLE:** *FY2025 Hunger-Free Campus Grant*

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

**PURPOSE OF GRANT:** *The funding's purpose is to address student hunger, leverage sustainable solutions to address basic food needs on campus, and continue building strategic partnerships at the local, state, and national levels to address food insecurity among students.*

**COLLEGE ADMINISTRATOR:** *Katherine Morales*

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

**AWARD AMOUNT:** *\$56,250.00*

**TITLE:** *FY2025 Some College, No Degree (SCND)*

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

**PURPOSE OF GRANT:** *These funds will enable institutions to build capacity, address institutional barriers to re-enrolling and completing, and foster innovative ways to serve SCND students.*

**COLLEGE ADMINISTRATOR:** *Matthew Fessler and Dr. Bernadette So*



**COLLEGE CONTRIBUTION: \$0**

**AWARD AMOUNT: \$100,000.00**

**RESOLUTION:**

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

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

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

**DATE:** November 26, 2024

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

*Doria, Joseph* \_\_\_\_\_

*Gardner, Pamela* \_\_\_\_\_

*Gargiulo, Frank* \_\_\_\_\_

*Gemma, Stacy* \_\_\_\_\_

*Kenny, Roberta* \_\_\_\_\_

*Lombardo, Vincent* \_\_\_\_\_

*Rodriguez, Silvia* \_\_\_\_\_

*Stahl, Harold* \_\_\_\_\_

*Peña, Jeanette, Chair* \_\_\_\_\_

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay

**HUDSON COUNTY COMMUNITY COLLEGE**

**Regular Meeting – Board of Trustees**  
**Tuesday, October 8, 2024**  
**5:00 P.M., In Person and Via Zoom**

**MINUTES**

**PRESENT:** *Edward DeFazio; Sally Elwir (Student Alumni Representative); Pamela Gardner (Vice Chair); Frank Gargiulo; Stacy Gemma; Roberta Kenny; Jeanette Peña; Christopher Reber; Silvia Rodriguez; and Harold Stahl.*

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

**ABSENT:** *Joseph Doria and Vincent Lombardo*

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

**II. ROLL CALL**

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

**IV. CLOSED SESSION – None**

**V. REPORTS**

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

*Student Government Association President Nina Maria Resurreccion offered the following report.*

Good day, Trustees, faculty, staff, and guests. My name is Nina Resurreccion, and I am president of the Student Government Association (SGA). It's wonderful to see everyone again and share what we've been working on during the first quarter of the semester.

I will begin with some updates regarding SGA:

- We had a successful Fall Kick-Off event in collaboration with the Student Programming Board, held at Liberty State Park on September 20. Students enjoyed Filipino cuisine, arts and crafts such as tote bag painting and sand art, and outdoor games like grass volleyball. It was great to see many freshmen actively participating and connecting with their peers outside of campus. We've also received feedback that students are interested in more sports-related activities in the future.
- On September 23, we held our first General Body Meeting (GBM), where we introduced the purpose of SGA to the student body, explained how we serve them, and shared our roles and goals. We had a great turnout of students eager to get involved and find more resources on campus.
- The Executive Board and I are currently planning SGA's first Town Hall Meeting, which we've named "Catch Me Up!" to make it more engaging for students. We've invited speakers to discuss the various resources available at HCCC, such as the Faculty-Student Relations Committee, Honor Societies like Phi Theta Kappa and the American Chemical Society, and Career and Transfer Pathways. We're also awaiting confirmation from an alumnus to share their personal journey.
- We are collaborating with the Student Programming Board for Multicultural Day on October 23.
- Two Halloween parties are coming up on October 25. The North Hudson Campus will host "Noches de Brujas," organized by the Latin Society and Model UN, while the Journal Square Campus will hold the "Afterlife Affair," hosted by the Film Club, SGA, and Starry Eyes Dance Team.

- We've received positive feedback about the availability of free feminine care products in the STEM Building.

Now, moving on to updates from other clubs:

**KULTURA Club:**

- Their first General Body Meeting on October 2 had a strong turnout, with external guests from SPU's SPARK joining and engaging with students. The club presented its mission statement, shared roles within the club, and hosted cultural games that connected to their values.
- Their second event, Karaoke Night, will take place on October 16.
- One of their major events, the "Finders Keepers" clothes swap mixer, is scheduled for October 21. They are collaborating with SPU's SPARK and NJIT's FINEST and expect around 80 guests.

**Criminal Justice, Black Student Union, and History Club:**

- These clubs worked together to facilitate a Voter Registration event on October 3.

**Health and Medical Sciences Club:**

- Their first online meeting took place on October 1. They introduced their Executive Board and outlined their mission.

**Nursing Club, Model UN, PTK, and SGA:**

- These groups are collaborating on the next blood drive scheduled for November 6.

**Latin Society:**

- Mexican Independence on September 16
- Hispanic Heritage Fashion Show on October 5

**Community Service Events:**

- The Breast Cancer Awareness Walk took place on October 13 from 8:00 a.m. to 12:00 p.m. at Liberty State Park.
- The Out of the Darkness Walk is scheduled for October 20 from 9:00 a.m. to 12:00 p.m. at Stevens Institute of Technology.

That concludes my updates. Thank you for your time, and I hope you have an amazing evening!

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

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

Good evening, Trustees, faculty, staff, students, and guests. It's great to see you all this evening.

Before I begin my prepared remarks, I learned that it is Sally Elwir's final night as our student alumni representative.

Sally, on behalf of the entire college, I want to thank you so much for your service. We look forward to following your ongoing successes, and I know you have the LSATs coming up in November, so good luck!

We will begin by recognizing the fantastic job HCCC has done in celebrating Hispanic Heritage Month this year. There have been several engaging events, with more to come. On October 3 at 12:00 p.m., we held a Faculty Panel featuring the life stories of Professors Tony Acevedo, Claudia Delgado, Jonathan Cabrera, and Dr. Josue Perez. Later that day, we hosted a "La Hermanidad" event, which highlighted Hispanic employees across the college. A special shout-out goes to Professor Claudia Delgado for participating in both events!

The signature event for Hispanic Heritage Month will take place this Thursday at noon, when the Chair of the Board of Trustees, Jeanette Peña, will speak at the North Hudson Campus (NHC). A reception will follow her presentation. I will be there with my students, and I encourage everyone who can attend to join us.

We would also like to congratulate Vice President Yeurys Pujols and Dr. Jose Lowe, who were recently honored by the Hispanic State Parade of New Jersey. Dr. Pujols received the 2024 Excellence in Education Award, and Dr. Lowe received the 2024 Leader in Education Award. Congratulations to both of you!

As we approach election season, we want to acknowledge the events held on campus that emphasized the importance of voting in local and national elections. It was great to see voter registration tables at each event. Election Day is November 5, so if you haven't yet registered, please do so and make sure to vote!

Lastly, I want to remind the community that the next All College Council (ACC) General Meeting will be held at the North Hudson Campus on October 23 at 3:30 p.m.

Now, on to the committee reports:

- The **Academic Senate** continues to review the college-wide grading scales and incomplete policy. They are also working with the Online Learning Advisory Council (OLAC) to standardize syllabi statements.
- The **College Life Committee** has completed the first week of the "Steps for Wellness" program, with 31 participants so far, and that number is expected to grow. There are seven more weeks to go, and we wish good luck to all participants. The committee is also working on a guest speaker series called "Hudson Huddles" and coordinating with Flik to finalize the date for the annual holiday party.
- The **Student Affairs Committee** has drafted a survey to better understand the interests of Continuing Education and Workforce Development (CEWD) students. They are also collaborating with Hudson Helps on the Fall Resource Fair, which will take place on October 30 from 11:00 a.m. to 3:00 p.m. at the Journal Square Campus.
- The **Space and Facilities Committee** reports that security has been conducting fire drills on both campuses. The NHC held a successful fire drill this past Thursday, and I know this firsthand because my Western Civ I class participated!
- The **Development and Planning Committee** has welcomed a new co-chair, Karina Arango, who will collaborate with Anita Belle. The committee is working to develop fundraising initiatives college-wide and on producing infographics that will visually demonstrate the impact of giving.
- The **Technology Committee** continues its work on exploring wayfinding technology to assist HCCC community members in navigating our campuses. They are also looking into creating a website to aggregate all mobile apps used by the college.

This concludes our committee reports. We wish all students success on their midterm exams and assignments. We thank everyone who contributed to this report, including ACC Vice Chair Raffi Manjikian, ACC Secretary Sarah Teichman, all ACC committee chairs and members, Dr. Reber, Cabinet, Trustees, and the entire college community. We look forward to providing more updates in November.

One final note: I would like to wish a very hearty and heartfelt bon voyage to Vice President Anna Krupitskiy of Human Resources. Anna, I understand this will be your last time attending a Board of Trustees meeting. Thank you again for all you've done. We'll miss you.

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

*President Reber offered the following report.*

Good evening, Trustees and members of the HCCC family.

I join you virtually from Denver, Colorado, where I'm attending a meeting of the Lumina Foundation that we hope will help lead to some significant grant support.

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

*Moment of Silence*

Thank you.

On this one-year anniversary of the terrorist attack on Israel that significantly escalated the ongoing humanitarian crisis in Gaza and other parts of the Middle East, we continue to condemn violence and hatred of all kinds, including anti-Semitism and Islamophobia.

We support one another in times of difficulty, and we strive to be a community that is respectful of and safe for everyone.

Chris and Nina, thank you for your reports and your leadership. Wow! Another great year is underway! We really appreciate everything you and all of your colleagues are doing.

As has already been noted, this evening is the final meeting for Sally Elwir in her role as Alumni Representative to the Board of Trustees. At next month's meeting, we'll welcome the 2024-25 Student Alumni Representative. Lisa Camacho, who served last year as Student Government Association President and offered reports at our monthly Board of Trustee meetings.

Sally, on behalf of all trustees, thank you for your service as Student Alumni Representative to the Board during 2023-24. We're all proud of you, and we wish you the very best in your completion of baccalaureate studies at Fairleigh Dickinson University, and in your future at law school and beyond. On behalf of the Board, I'm pleased to present you, along with Trustee Peña, a token of our appreciation. It reads: "With sincere appreciation to Sally Elwir, Trustee Alumni Representative, from your friends at Hudson County Community College. You made a Difference! November 2023 to October 2024." Thank you, and best wishes, Sally.

*Chair Peña offered remarks.*

Sally, we are like family here. Hudson is Home, and we hope you'll come back to share all the exciting new adventures you'll embark on. We'll be here to support you every step of the way, no matter what you need.

*Sally Elwir offered remarks.*

Thank you. I appreciate everything that Hudson has done for me, and you know I'll be back. I haven't left, so don't worry. This is just a transition period.

*President Reber resumed remarks.*

Thank you again, Sally. We'll keep in touch with you.

Trustees, I've invited several colleagues to speak this evening about our growing efforts to serve student parents through HCCC's engagement in Generation Hope's two-year Family U project, and student support initiatives funded through the College's Community to Opportunity Grant awarded by the Tepper Foundation. Joining us are Dr. Lisa Dougherty, Senior Vice President for Student Affairs and Enrollment; Dr. David Clark, Dean of Students; Ariana Calle, Associate Director of the Hudson Helps Resource Center; and, virtually, we welcome Shanice Acevedo, our inaugural HCCC Student Parent Fellow. Thank you for being here, colleagues.

Dr. Lisa Dougherty presented [Community to Opportunity Grant and Generation Hope FamilyU Engagement](#).

Good evening, everyone.

I'm excited to share updates on two important projects this evening. Dr. Reber asked me to highlight a few initiatives for the Board, and it was genuinely difficult to choose because there are so many positive developments in Student Affairs and Enrollment. You can expect to hear more from us at future meetings as we continue to make progress.

The first project I'll discuss this evening is the Community to Opportunity Project, which is coordinated through the New Jersey Council of County Colleges. We're part of a learning community with other institutions, and the goal is to support students' basic needs. This has been a priority at Hudson for over five years, especially since Dr. Reber arrived, and we've been fortunate to develop programs like Hudson Helps Resource Center, our food pantry, and emergency funding to address these needs.

The second initiative is Generation Hope's Family U project, which focuses on supporting student parents. We recently learned that nearly 30% of our students are parents, whether they have biological children, stepchildren, or are legal guardians, and their needs are unique.

Of all the projects we've worked on, these two are particularly impactful because they deliver both tangible and meaningful results. It's not just about participating in a project, this work is making a real difference.

As part of the Family U engagement, we were also recently awarded the Family U Seal, further recognizing our institution's dedication to supporting student parents. We're proud to add this honor to the list of awards that highlight Hudson's leadership in student support.

Now, to share more about the Community to Opportunity Project, I'll turn this over to Ariana Calle. For the Family U initiative, Dr. David Clark and I will go into more detail afterward. I also want to recognize Katherine Morales, who is currently on maternity leave. Many of you know her from her involvement with the Fashion Show and Hudson Helps. She's been an incredible energy source for our team, and she's passed the torch to David, Ariana, and myself.

Now, I'll hand it over to Ariana to talk more about the Community to Opportunity Project.

*Ariana Calle offered remarks.*

Thank you, Lisa. Good evening, everyone.

I'm here to provide an update on the Community to Opportunity Project, which is funded by the Tepper Foundation. Since starting my role, we've been working with support from this grant to address equity gaps by providing holistic support, including basic needs assistance, mental health services, and other essential resources for students at Hudson County Community College.

To give you some context, a survey conducted by the Office of the Secretary of Higher Education in spring 2024 revealed that 68.5% of our students faced food insecurity, 43% faced housing insecurity, and 12% experienced homelessness in the past year.

Thanks to the Tepper Foundation, we've secured \$80,000 to help address these issues, focusing particularly on supporting student parents and those facing food and housing insecurity. Part of the grant will be used to install lactation pods on both campuses, ensuring that nursing parents have a safe and private space to express milk while on campus. This initiative is also part of our broader effort to expand our lactation policy for staff and students.

Additionally, we're launching a scholarship opportunity that invites students to share their personal stories about their basic needs' experiences. These stories can be submitted in various artistic or written forms. We're planning to hold an exhibition on Wednesday, February 12, from 6:00 p.m. to 8:00 p.m., where we'll showcase these student projects and honor the scholarship recipients.

The first 75 valid submissions will automatically receive \$150, and the top three winners, selected by a working committee, will receive scholarships ranging from \$1,500 to \$5,000. These funds can be used for any need beyond tuition.

I have more information available if anyone is interested, and we are also looking for sponsors to help sustain this scholarship in the future. Our goal is to eventually endow the scholarship so it can support students for years to come.

Thank you for your time.

*Dr. Clark offered remarks.*

Good evening, everyone.

I've prepared some remarks to update you on the work we're doing through Generation Hope's Family U cohort.

Family U is a comprehensive, two-year, capacity-building experience designed to enhance support for student parents. Hudson is part of the 2023-2025 cohort, along with College Unbound in Rhode Island, Jackson State University in Mississippi, Dallas College in Texas, and Howard Community College in Maryland.

As members of the cohort, we receive several key benefits:

- A customized work plan guided by the Student Parent Campus Capacity Assessment Tool.
- A dedicated coach to help analyze our assessment results and facilitate student-parent efforts at HCCC.
- Eight interactive quarterly cohort meetings aligned with core competencies. Our team was carefully selected but will likely expand beyond this core group as we move forward.
- Fifteen one-on-one customized coaching sessions, specifically tailored to HCCC, over the course of two years.
- A Student-Parent Fellow, whom you'll hear from shortly.
- Lastly, an executive session scheduled for November 18, when the Generation Hope Family U team will visit HCCC to hold a session with our leadership.

Through this project, we aim to raise awareness of our student-parent population; boost student enrollment, retention, and completion rates; and develop equitable, parent-friendly policies across the institution. We also hope to engage offices and key stakeholders in improving institution-wide support for student parents.

I want to share some of the progress we've been able to make based on those four core competencies.

Prior to this work, the only data we had about student parents came through the FAFSA. Now, we have a question on our admissions application, and we also use EAB Navigate, a student portal that prompts a questionnaire at the start of each registration. One of the questions is specific to student parents. Additionally, we have included a student parent question in the campus climate survey.

We have priority registration for student parents. Under Title IX, we have updated our language to specifically include pregnant and parenting students. We have also revised our lactation policy and our children on campus policy.

Tonight, you will hear from Shanice Acevedo. She's our Student-Parent Fellow, who joined us in year two of this work. We have launched a student parent webpage, which is a living page that will be regularly updated. As Ariana mentioned, we also have lactation pods on both campuses.

President Reber has been a strong supporter, attending some convenings as a guest speaker. Family U held its first national conference in New Orleans earlier this year, which we attended. Institutional support has been key to the work we're doing, along with family-friendly events. We also recently celebrated National Student Parent Awareness Month.

Lastly, we have a series of family-friendly events that will be highlighted and shared regularly with the campus community.

Now, I'll hand this presentation over to Shanice, our Student-Parent Fellow.

*Shanice Acevedo offered remarks.*

Good evening, everyone. I apologize for not being able to be there because I am not feeling my best this evening. Thank you for understanding.

I've created the Student Parent Alliance Hub, a space for student parents to connect, share experiences, and access resources. We'll offer workshops, cultural celebrations, networking events, and more to create a strong sense of community and support for student parents. The Hub will also simplify access to resources, fostering a feeling of belonging.

Our goal is to increase connections among student parents, improve access to support services, and ensure that student parents feel heard and supported by the College.

Thank you.

*Dr. Dougherty offered remarks.*

Thank you, Shanice. I want to take a moment to recognize the incredible work Shanice has done with the Student Parent Alliance. There's already a constitution in place, and she's making great strides. I am very proud of the work that she's already been doing and will continue to do.

That concludes our updates. Thank you all for having us – we truly appreciate your time.

*President Reber offered closing remarks.*

Lisa, David, Ariana, and Shanice, thank you for your presentation and for your leadership and support of our students and our college. This is transformative work, and, as they say, It Takes a Village! We appreciate everyone's efforts.

I'd like to take this opportunity to echo what Chris mentioned earlier and express my heartfelt thanks to our dear friend and colleague, Anna Krupitskiy. This is her final meeting of the Board of Trustees as our Vice President for Human Resources. As many of you know, Anna has accepted an exciting new role as the inaugural Vice President for Human Resources for Connecticut State Community College. This new system unites Connecticut's 12 community colleges into one, and Anna will lead HR for the entire system.

Anna, on behalf of our HCCC family, I want to thank you for your phenomenal work here. You've been a valued colleague, leading many improvements and points of pride we celebrate as a college. We will miss you greatly, but we're thrilled for you and this exciting next step in your career.

Anna's last day will be October 15, when we'll host a college-wide send-off and celebration.

That concludes my report.

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

1. *The Minutes of the Regular Meeting of September 10, 2024 were approved.*
2. *Gifts, Grants, and Contracts Report*

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



**Title:** College Readiness Now XI

**Agency:** New Jersey Office of the Secretary of Higher Education (OSHE)

**Purpose of Grant:** To Increase College Readiness of High School Students Prior to Graduation.

**College Administrator:** Christhian Altamirano

**College Contribution:** \$0

**Award Amount:** \$44, 045

*Introduced by: Pamela Gardner*

*Seconded by: Edward DeFazio*

8 Ayes.....0 Nays

*Resolutions Adopted*

**VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATION 1-9:**

1. Resolution Authorizing Sign and Spoken Interpretation Services, to be funded from the operating budget at a cost not to exceed \$175 per hour, was approved.
2. Resolution Authorizing Recruitment Services from Association of Community College Trustees for the Vice President for Human Resources national search, to be funded from the operating budget at a cost not to exceed \$28,000, was approved.
3. Resolution Authorizing Achieving the Dream Teaching and Learning Seminar Series coaching, to be funded from the operating budget at a cost not to exceed \$20,500, was approved.
4. Resolution Authorizing Purchase of Interactive Projector Systems, to be funded from the operating budget at a cost not to exceed \$57,999, was approved.
5. Resolution Authorizing Renewal of Fiber Maintenance Agreement, to be funded from the operating budget at a total cost for a three-year term not to exceed \$489,443, was approved.
6. Resolution Authorizing Renewal of Identity Verification and Access Management Software, to be funded from the operating budget at a total cost not to exceed \$116,000 for two years, was approved.
7. Resolution Authorizing Renewal of College Campus-Wide Software License Agreement, to be funded from the operating budget at a total cost not to exceed \$166,397 for one year, was approved.
8. Resolution Authorizing Purchase of Cinema Cameras and Peripherals for the Fine Arts Department, to be funded by the Carl D. Perkins Grant at a total cost not to exceed \$67,362, was approved.
9. Resolution Authorizing Architectural and Engineering Services for the 162-168 Sip Avenue Relocation, to be funded through Chapter 12 at a total cost not to exceed \$82,000, was approved.

*Introduced by: Pamela Gardner*

*Seconded by: Roberta Kenny*

8 Ayes.....0 Nays

*Resolutions Adopted*

**VIII. PERSONNEL RECOMMENDATIONS 1-4:**

**1. RESIGNATIONS**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Reda	Agourram	Support Analyst	September 15, 2024
Ryan	Csordas	Academic Counselor, Hudson Scholars Program	September 20, 2024
Samuel	Fernandez	Support Analyst	September 27, 2024
Anna	Krupitskiy	Vice President for Human Resources	October 15, 2024

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

**2. AUTHORIZATION OF PART-TIME STAFF THROUGH OCTOBER 2025, AS NEEDED**

<b>FIRST NAME</b>	<b>LAST NAME</b>	<b>OFFICE</b>	<b>TITLE</b>	<b>POSITION ID</b>	<b>SUPERVISOR</b>
Jocelyn	Castillo	Academic Affairs	Office Assistant	OFFAST-252010	Linda Guastini
Marwa	Abdelaziz	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Frances	Melendez	ADJ Academic Support Services	CTE Academic Coach	CTE Academic Coach-601021	Kenny Fabara
Sebastian	Oberholtzer	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Atim Annette	Oton	Advancement	Alumni Relations Coordinator	Alumni Relations Coordinator	Nicole Johnson
Nina	Resurreccion	Advisement	Office Assistant	OFFAST-200510	Andy Adler
Kamelyn	Santos	Advisement	Office Assistant	OFFAST-200510	Andy Adler
Oscar	Alvarez	Continuing Education and Workforce Development	PT Instructor	PTINST-102010/103005	Chastity Farrell/ Catherina Mirasol
Tatiana	Balladares	Continuing Education and Workforce Development	PT Customer Service	CSTAST-102010	Chastity Farrell
Adefolarin	Bolaji	Continuing Education and Workforce Development	PT Instructor	PTINST-103005/ 606000	Catherina Mirasol
Cynthia	Carrero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005/601515	Samaya Yashayeva; Anita Belle

Yusuf	Dag	Continuing Education and Workforce Development	PT Instructor	PTINST-103005/603084	Catherina Mirasol
Mohamed	Elagib	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Ozden	Ernalbant	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Ernest	Fiabu	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005/601515	Samaya Yashayeva; Anita Belle
Lilian	Francess	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Johnstone	Libutsi	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Rolando	Lugo	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Catherina	Mirasol	Continuing Education and Workforce Development	Interim Director	INTERIM-103005	Lori Margolin
Tatiana	Montesino Garcia	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Samantha	Piedrahita	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Laverne	Ploom	Continuing Education and Workforce Development	PT Instructor	HCINST-103005/ PTINST-102010	Samaya Yashayeva; Chastity Farrell

Nanda Gopal	Reddy	Continuing Education and Workforce Development	PT Instructor	PTINST-603071	Anita Belle
Eileen	Ressler	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Mohamed	Sarrouti	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Kieyeitha	Ward	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-601515	Anita Belle
Krista	Welz	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Edinam	Bradley	Educational Opportunity Fund (EOF)	PT EOF Advisor	PTEOFADV- 150515	Jose M. Lowe
Tytianna	Jackson	Educational Opportunity Fund (EOF)	PT EOF Financial Liaison	EOFFINLIAI- 150515	Jose M. Lowe
Eric	Okai	Educational Opportunity Fund (EOF)	PT EOF Advisor	PTEOFADV- 150515	Jose Lowe
Malaya	Allen	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Doaa	Hussien	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Sofia	Mendoza	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Gauravkumar	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Ivan	Carnice	Mental Health Counseling and Wellness	Part-time Mental Health Counselor	PTMHC-252033	Doreen Pontius
Roberto	Gomez	North Hudson Campus	NHC Office Assistant	OFFNHC-252030	Jason Jai Figueroa
Kandi	Ceballos	Human Resources	HR Coordinator	PTHRCOR_253020	Amaalah Ogburn

Anna	Krupitskiy	Human Resources	HR Consultant – Operations	HR Consultant	Nicholas Chiaravalloti
Dauri	Abad Ramirez	Maintenance	Facilities Worker	PTFWK-300510	Mark Murray
Keane	Cadogan	Facilities	Administrative Assistant	PTADAS-601505	Ilya Ashmyan
Jason	Altitlio	Maintenance	HVAC/ Maintenance Mechanic	PTHVAC-300510	Mark Murray
Aries	Gomes	Maintenance	Facilities Worker	PTFWK-300510	Mark Murray
Anthony Michael	Molinero	Maintenance	Facilities Worker	PTHVAC-300510	Mark Murray
Lawreance	Squicciarri	Maintenance	HVAC/ Maintenance Mechanic	PTHVAC-300510	Mark Murray
Apolinar	Velez	Maintenance	Facilities Worker	PTFWK-300510	Mark Murray
Jessica	Dang	School of Business, Culinary Arts, and Hospitality Management	Part-time Receiving Clerk	RECLERK-505230	Ara Karakashian
Daniella	Araoz	School of Humanities and Social Sciences	Part-Time Office Assistant	OFFAST-101020	Alison Wakefield
Luisa	Carranza	School of Humanities and Social Sciences	ESL Office Assistant	OFFAST-101035	Christopher Rivera
Amanda	Chiralde Quintero	School of STEM	Cyber Security Class Assistant	CLASSASST- 101015	Faisal Aljamal
Angelyca	Bonilla	Student Life and Leadership	Office Assistant	OFFAST-701000	Angela Tuzzo

**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 2.*

**3. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS**

<b>First Name</b>	<b>Last Name</b>	<b>School/Office</b>
Jake	Ephros	School of Humanities and Social Sciences
Angela	Lenzi	School of Humanities and Social Sciences
Karen	Standard	School of Humanities and Social Sciences
LaPrice	Weatherington	School of Humanities and Social Sciences

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

**4. MODIFICATION TO STAFFING TABLE**

<b>Current Approved Title</b>	<b>New Title/ Classification</b>	<b>Incumbent</b>	<b>Current Salary Grade</b>	<b>New Salary Grade</b>	<b>Current Salary</b>	<b>New Salary</b>	<b>Effective Date</b>
N/A	Director of Athletics	N/A	N/A	119	N/A	N/A	October 9, 2024

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

**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 1-4.**

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

8 Ayes.....0 Nays *Resolutions Adopted*

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-3:**

1. Resolution Authorizing Contract Amendment Between Hudson County Community College (HCCC) and Classroom Au Pair, LLC was approved.
2. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and the Regents of the University of California was approved.
3. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and the Union City Board of Education (UCBOE) was approved.

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

8 Ayes.....0 Nays *Resolutions Adopted*

**X. NEW BUSINESS - None**

**XI. ADJOURNMENT at 5:36 p.m.**

*Introduced by: Edward DeFazio  
 Seconded by: Harold Stahl*

8 Ayes.....0 Nays *Resolution Adopted*

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, November 26, 2024**

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

**1. Resolution Authorizing Technical Operations and Project Management Support Services**

**WHEREAS**, Hudson County Community College (“College”) needs technical management support (“Services”) for all College operations and projects; and,

**WHEREAS**, the Services constitute an extraordinary unspecifiable service and are exempt from public bidding pursuant to N.J.S.A. 18A:64A-25.5 (a) (2); and,

**WHEREAS**, notwithstanding the bid exception, the College publicly advertised a request for proposal (“RFP”) for the Services for a term not to exceed two (2) years; and,

**WHEREAS**, the College received three (3) proposals in response to the advertised RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
MAST Construction Services, Inc.	Little Falls, NJ	Various rates from \$185 per hour (starting at the Project Manager level)
Neglia Group	Lyndhurst, NJ	Various rates from \$190 per hour (starting at the Project Manager level)
T and M Associates	Bloomfield, NJ	Various rates from \$280 per hour (starting at the Project Manager level)

**WHEREAS**, all proposals submitted are within the College’s budget for the Services; and,

**WHEREAS**, after evaluating all proposals received, the College has determined that the proposal submitted by MAST Construction Services, Inc. (“MAST”) is in the best interests of the College, price and other factors considered, recognizing MAST’s prior experience with the College’s construction projects occurring over many years, as well as the College’s facilities and infrastructure; and,

**WHEREAS**, the College has determined that the proposal from MAST is responsive and reasonable as to price; and,

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to MAST Construction Services, Inc. of Little Falls, New Jersey, to provide technical operations and project management support services as described herein for a two (2) year term at the hourly fees set forth in MAST’s proposal.

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

## **2. Resolution Approving Award of Sanitation Services**

**WHEREAS**, Hudson County Community College (“College”) needs the services of a vendor for solid waste disposal; and,

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

**WHEREAS**, the College received a single bid in response to the public advertisement from Allegro Sanitation (“Allegro”) in the amount of \$179,548 for the two (2) year term; 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 Allegro Sanitation of Secaucus, New Jersey, for solid waste disposal services for a two (2) year term as described herein at a total cost not to exceed \$179,548.

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

## **3. Resolution Authorizing Contract for Technical Maintenance of Parking Stackers**

**WHEREAS**, Hudson County Community College (“College”) requires the services of an experienced vendor to provide technical maintenance for the parking stackers at the former 119 Enos Building site (“Services”); and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (10), contracts whose subject matter consists of specialized machinery or equipment of a technical nature, that will not reasonably permit the drawing of specifications and the procurement thereof without advertising, is in the public interest, and such contracts are exempt from public bidding; and,

**WHEREAS**, Park Plus, Inc. (“Park Plus”), the proprietary vendor currently constructing the facility, has submitted a proposal to provide these services for a total monthly cost of \$4,320; and,

**WHEREAS**, the term for the Services is five (5) years; and,

**WHEREAS**, the cost of the 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 for the technical maintenance of parking stackers to Park Plus, Inc., of East Rutherford, New Jersey, as described herein at a cost not to exceed \$259,200 over five years.

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

## **4. Resolution Authorizing Agreement for Technology Management Services**

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

**WHEREAS**, given the qualitative nature of the Services and the expertise required to perform them, the Services cannot reasonably be described through written specifications and the College has determined that the Services qualify as an extraordinary unspecifiable service and are exempt from public bidding; and,

**WHEREAS**, notwithstanding the bid exception, the College solicited proposals through a fair-and-open process and issued a Request-for-Proposal (“RFP”) for the services for a term not to exceed two (2) years; and,



**WHEREAS**, the College received one (1) proposal in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Ellucian	Fairfax, VA	\$3,103,440

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

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

**WHEREAS**, this represents a 28% increase per last agreement due to dedicated staffing costs, labor market and wage increases, enhanced service consistency, and quality and performance assurance; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College approve the contract renewal with Ellucian of Fairfax, Virginia, by the terms as described herein at a cost not to exceed \$3,103,440.

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

#### **5. Resolution Authorizing Renewal of Cloud Migration and Security Software**

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

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

**WHEREAS**, CDW Government (AEPA Vendor Agreement 022-G Technology Catalog (ESCNJ)) submitted a proposal for Innovative Xi Leap software, which provides the required services, at a total cost of \$260,902 for the term of the contract, representing no subscription increase from the prior year; and,

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract to CDW Government of Vernon Hills, Illinois, for the Innovative Xi Leap software as described herein at a cost not to exceed \$260,902.

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

#### **6. Resolution Authorizing Renewal of Microsoft Software License Agreement**

**WHEREAS**, Hudson County Community College ("College") needs to renew the College campus-wide Microsoft Software License with the addition of Microsoft Copilot; and,

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

**WHEREAS**, SHI International Corp. (State Contract NJEdge #269EMCPS-21-001-EM-SHI) submitted a proposal to provide these licenses at a total cost not to exceed \$88,853, which represents a 1% increase per license; 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 SHI International Corp. of Somerset, New Jersey, for the renewal of the College campus-wide Microsoft Software License as described herein at a cost not to exceed \$88,853.

**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 Renewal of Smartsheet**

**WHEREAS**, Hudson County Community College ("College") needs to renew and purchase additional Smartsheet ("SS") licenses; and,

**WHEREAS**, SS is a software as a service offering for collaboration and work management used to assign tasks, track project progress, manage calendars, share documents, and manage other work, using a tabular user interface; and,

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

**WHEREAS**, SHI International Corp. (part of Edge Market – TeCHS Full Catalog/Contract # 269EMCPS-21-001-EM-SHI) has quoted a price for the licenses at a cost not to exceed \$74,934, which represents no license cost increase from the prior year; and,

**WHEREAS**, the term of the agreement 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 Smartsheet licenses as described herein at a cost not to exceed \$74,934.

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

## **8. Resolution Authorizing Renewal of Staff and Faculty Monthly Parking at 511-523 52nd Street, West New York, NJ, with the Town of West New York**

**WHEREAS**, Hudson County Community College ("College") needs to provide additional parking for faculty and staff; and,

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

**WHEREAS**, the Town of West New York has submitted a proposal to continue to provide fifty-five (55) parking spaces at 511-523 52<sup>nd</sup> Street, West New York, New Jersey, for a total cost not to exceed \$44,000 annually, which represents the same rate and no increase from the prior agreement; and

**WHEREAS**, the anticipated term is four (4) years; and,

**WHEREAS**, the cost of the parking lease will be funded from the operating budget; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College approve the lease renewal with the Town of West New York, New Jersey, at a cost not to exceed \$44,000 annually.

**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 Awarding Renewal of Maintenance Agreement for Sharp Multifunctional Printers/Copiers**

**WHEREAS**, Hudson County Community College ("College") needs to renew a maintenance agreement for thirty-four (34) Sharp multifunctional printers/copiers; and,

**WHEREAS**, the College owns the printers/copiers and needs maintenance services only; 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**, Sharp Business Systems submitted a proposal to deliver these services at a total cost of \$80,000, which represents no increase from the prior year; and,

**WHEREAS**, the term for these services 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 hereby award a contract to Sharp Business Systems of Montvale, New Jersey, to provide the maintenance services as described herein at a total cost of \$80,000.

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

**10. Resolution Authorizing Renewal of Association of College and University Educators (ACUE) Partnership**

**WHEREAS**, Hudson County Community ("College") needs to renew its partnership with the Association of College and University Educators ("ACUE") to include the addition of five hundred (500) licenses for ACUE's Commons program; and,

**WHEREAS**, the ACUE will provide educational software and related services for student success through scalable programs of faculty development and credentialing; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (6), textbooks, copyrighted materials, student produced publications and services incidental thereto are exempt from bidding; and,

**WHEREAS**, ACUE submitted a proposal for the software and services at a total cost not to exceed \$55,000, which represents a 10% increase from the prior year due to additional services; 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 the Association of College and University Educators of New York, New York, for educational software and related services as described herein at a cost not to exceed \$55,000.

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

**11. Resolution Authorizing Sponsorship of Annual Foundation Dinner**

**WHEREAS**, the Hudson County Community College Foundation Board of Directors ("FBD") has asked Hudson County Community College ("College") to sponsor the Annual College Foundation Dinner ("Dinner") to be held on the premises of the Culinary Conference Center on December 5, 2024; and,

**WHEREAS**, the total cost of the sponsorship will not exceed \$26,000; and,

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College approve the College's sponsorship of the annual College Foundation Dinner at the Culinary Conference Center at a cost not to exceed \$26,000.

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

**12. Resolution Authorizing Approval of the 2024 Audit**

**WHEREAS**, Hudson County Community College ("College") had an audit conducted by Donohue, Gironde & Doria ("DGD") for the fiscal year ending June 30, 2024; and,

**WHEREAS**, a copy of the Audit (Attachment II) prepared by DGD was reviewed by the Finance Committee and Administration, and a copy was forwarded to the Board of Trustees; and,

**WHEREAS**, the Administration and Finance Committee recommend the acceptance of the Fiscal Year 2024 Audit;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College accept the Fiscal Year 2024 Audit performed by Donahue, Gironde & Doria of Bayonne, New Jersey.

**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 Bloomberg Terminal Software to be Funded by the Carl D. Perkins Grant**

**WHEREAS**, Hudson County Community College ("College") needs to renew the proprietary Bloomberg Terminal Software for the business labs at the Journal Square Campus; and,

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-25.5 (a) (3), materials or supplies that are not available from more than one potential bidder, including, without limitation, materials or supplies that are copyrighted, are exempt from bidding; and,

**WHEREAS**, Bloomberg Finance L.P. submitted a proposal for the software renewal at a total cost of \$108,308, which represents no increase from the prior agreement; and,

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

**WHEREAS**, the cost of the software will be funded through 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 approve the software renewal with Bloomberg Finance L.P. of New York, New York as described herein at a cost not to exceed \$108,308.

**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.

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

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

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

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

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

**WHEREAS**, Kaplan submitted a proposal to provide materials at a cost not to exceed \$180 per academic term per student, which represents no increase from the prior year; and,

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

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

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

**15. Resolution Rejecting Proposal for Latino Outreach Services**

**WHEREAS**, on November 7, 2024, Hudson County Community College (“College”) held a public bid opening for a contract for Marketing, Advertising and Community Relations for Latino Outreach (“Services”); and,

**WHEREAS**, the College received a single bid, from Impact Consulting Enterprises LLC (“ICE”); and,

**WHEREAS**, ICE’s bid substantially exceeded the price that the College deems reasonable; and,

**WHEREAS**, the Administration recommends rejecting ICE’s bid; and,

**WHEREAS**, N.J.S.A. 18A:64A-25.15 permits a County College to reject all bids;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College hereby reject the bid received for the Services for the reasons set forth herein;

**BE IT FURTHER RESOLVED** that the Administration is authorized to rebid the Services.

**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 Recommendation 1-15.**

1) Resolution Authorizing Technical Operations and Project Management Support Services; 2) Resolution Approving Award of Sanitation Services; 3) Resolution Authorizing Contract for Technical Maintenance of Parking Stackers; 4) Resolution Authorizing Agreement for Technology Management Services; 5) Resolution Authorizing Renewal of Cloud Migration and Security Software; 6) Resolution Authorizing Renewal of Microsoft Software License Agreement; 7) Resolution Authorizing Renewal of Smartsheet; 8) Resolution Authorizing Renewal of Staff and Faculty Monthly Parking at 511-523 52nd Street, West New York, NJ, with the Town of West New York; 9) Resolution Awarding Renewal of Maintenance Agreement for Sharp Multifunctional Printers/Copiers; 10) Resolution Authorizing Renewal of Association of College and University Educators (ACUE) Partnership; 11) Resolution Authorizing Sponsorship of Annual Foundation Dinner; 12) Resolution Authorizing Approval of the 2024 Audit; 13) Resolution Authorizing Renewal of Bloomberg Terminal Software to be Funded by the Carl D. Perkins Grant; 14) Resolution Authorizing Renewal of Review and Testing Course for Registered Nursing Program to be Funded by the Carl D. Perkins Grant; and 15) Resolution Rejecting Proposal for Latino Outreach Services.

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

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

**DATE:** November 26, 2024

DeFazio, Edward \_\_\_\_\_  
Doria, Joseph \_\_\_\_\_  
Gardner, Pamela \_\_\_\_\_  
Gargiulo, Frank \_\_\_\_\_  
Gemma, Stacy \_\_\_\_\_  
Kenny, Roberta \_\_\_\_\_  
Lombardo, Vincent \_\_\_\_\_  
Rodriguez, Silvia \_\_\_\_\_  
Stahl, Harold \_\_\_\_\_  
Peña, Jeanette, Chair \_\_\_\_\_

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay

# ***Supporting Document***

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**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, November 26, 2024**

**VIII. PERSONNEL RECOMMENDATIONS**

**1. SEPARATION**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Jamilah	Moudiab	Director of Veterans Affairs and International Student Services	October 22, 2024

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

**2. RESIGNATIONS**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>
Brianna	Casagrande	Senior Assistant Director, North Hudson Operations and Development, Advisement	December 31, 2024
Paula	JnoVille Roney	Administrative Assistant, Registrar's Office, Enrollment Services	November 30, 2024
Shamina	Scriven	Academic Counselor	October 30, 2024
Meghry	Tutunjian	Academic Counselor, Early College Programs and Secaucus Center	November 1, 2024

**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 FULL-TIME STAFF**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Salary</b>
Katy-Ann	Blacker	Assistant Director of Institutional Research	December 1, 2024	\$ 75,000.00
Brianna	Casagrande	Associate Director, Career and Transfer Pathways	January 1, 2025	\$ 67,401.99
Sri Vidya	Chikodi	Data and Reporting Coordinator	December 12, 2024	\$ 60,400.00
Ana	Hernandez	Support Analyst	December 2, 2024	\$ 54,791.06
Paula	JnoVille Roney	Counselor, Educational Opportunity Fund	December 1, 2024	\$ 60,407.15
Rossella	Lopez	Admissions Advisor	November 27, 2024	\$ 48,619.02
Stephanie	Zhou	Support Analyst	December 2, 2024	\$ 50,113.78

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

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

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Salary Grade</b>	<b>Effective Date</b>	<b>Anticipated End Date</b>	<b>Annual Salary</b>
Mariam	Amer	Academic Counselor	113	November 27, 2024	March 31, 2025	\$ 58,000.00



Faizan	Aslam	Administrative Assistant, Registrar	108	December 3, 2024	June 30, 2025	\$ 44,955.17
Luisa	Carranza	Administrative Support Specialist	105	November 27, 2024	June 30, 2025	\$ 40,800.00
Kandi	Ceballos	Human Resources Coordinator	109	November 11, 2024	January 3, 2025	\$47,202.93
Perla	De Aza Paniagua	Academic Advisor	109	November 27, 2024	March 31, 2025	\$ 47,202.93
Andres	Estrella	Accounting Manager	117	December 2, 2024	January 31, 2025	\$ 90,000.00
Rebekah	Isaac	Human Resources Coordinator	108	November 11, 2024	December 6, 2024	\$44,955.17
Machli	Joseph	Assistant Director (Partially Grant-funded)	113	January 1, 2025	September 30, 2027	\$ 65,000.00
Jasmine	Pascua	Equipment Manager (Grant-Funded)		November 27, 2024	June 30, 2025	\$45,000
Manuel	Preciado	Financial Aid Advisor	109	November 27, 2024	May 26, 2025	\$ 51,064.87
Samantha	Ramirez	Academic Advisor	109	November 27, 2024	March 31, 2025	\$ 48,693.00

**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. 4.*

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

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Anticipated End Date</b>	<b>Annual Salary</b>
Robert	Maurer	Instructor, Culinary (Non-tenure Track)	January 24, 2025	May 31, 2025	\$57,097.96
Khursheed	Khan	Instructor, Construction Management (Non-tenure Track)	January 24, 2025	May 31, 2025	\$56,320.00

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

#### 6. AUTHORIZATION OF PART-TIME STAFF THROUGH NOVEMBER 2025, AS NEEDED

<b>First name</b>	<b>Last name</b>	<b>Office</b>	<b>Title</b>	<b>Position ID</b>	<b>Supervisor</b>
Marystella	Ahmed	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Lisa	Bellan-Boyer	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Phill	Carrillo	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Rose	Dalton	ADJ Academic Support Services Department	Head Academic Mentor	MENTOR-252010	Kenny Fabara

Anthony	Davenport	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Natasha	Digenio	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Dalila	Djerroud	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Tahar	Dob	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Ernesto	Grassi	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Rose	Grimaldi	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Madelyn	Hoffman	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Athar	Javaid	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Hadeeqa	Khalid	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Michael	Lago	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Gabriel	Manaois	ADJ Academic Support Services Department	Office Assistant	OFFAST-252010	Kenny Fabara
Mark	McCarthy	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Olivia	Na	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Rafael	Osorio	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Dimarie	Pagan	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara

Saedel	Pensoy	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Laura	Robertson	ADJ Academic Support Services Department	Teaching Assistant	TEACHING ASSISTANT-252010	Kenny Fabara
Heba	Salem	ADJ Academic Support Services Department	Office Assistant	OFFAST-252010	Kenny Fabara
Maria	Soliman	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Selena	Suarez	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Sandra	Valanzola	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Marolla	Youakim	ADJ Academic Support Services Department	Tutor	TUTOR-252010	Kenny Fabara
Darius	Gilmore	Advancement	Office Assistant	PTOFAST-255010	Nicole Johnson
Andrea	Siegel	Advancement	Art Coordinator	PTACORD-255010	Nicole Johnson
Ghaida	Abdoalmogni	Advisement	Office Assistant	OFFAST-200510	Andy Adler
William	Bird	Advisement	Academic Advisor	ADVISOR-200510	Marselly Almanzar
Chrissto	Canales	Advisement	Academic Advisor	ADVISOR-200510	Andy Adler
Lewis	Livesay	Advisement	Academic Advisor	ADVISOR-200510	Marselly Almanzar
Yesenia	Lopez	Advisement	Advisor	ADVISOR-200510	Andy Adler
Nisrine	Mraihiy	Advisement	Office Assistant	OFFAST-200510	Brianna Casagrande
Carlos	Ortiz	Advisement	Advisor	ADVISOR-200510	Andy Adler
Kamelyn	Santos	Advisement	Office Assistant	OFFAST-200510	Andy Adler
Samantha	Alvarez	College Libraries	Library Associate	PTLRASO-150510	Lisa Bogart

Ely	Amaya	College Libraries	Library Associate	PTLRASO-150510	Lisa Bogart
Jaden	Antonacci	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Susannah	Aziz	College Libraries	Librarian	PTLRN-150510	Lisa Bogart
Nischal	Bisht	College Libraries	Library Associate, Technology	PTLRTEC-150510	Jing Yang
Nesma	Eladawi	College Libraries	Library Associate, Technology	PTLRTEC-150510	Jing Yang
Sohir	Elgebily	College Libraries	Library Associate	PTTECHS-150510	Mary Ellen Piel
Justin	Epps	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Elliot	Erhunmwosere	College Libraries	Library Associate, Technology	PTLRTEC-150510	Jing Yang
Melissa	Franco	College Libraries	Library Associate	PTLRASO-150510	Lisa Bogart
Marjorie	Lora De La Rosa	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Mike	Luna Mendez	College Libraries	Library Associate	PTLRASO-150510	Lisa Bogart
Douglas	Mckeon	College Libraries	Librarian	PTLRN-150510	Brooke Duffy
Jeanette	Nelson	College Libraries	Library Associate	PTTECHS-150510	Mary Ellen Piel
Hussein	Odeh	College Libraries	Librarian	PTLRN-150510	Brooke Duffy
Wesley	Pena	College Libraries	Library Associate, Technology	PTLRTEC-150510	Lisa Bogart

Robert	Richard	College Libraries	Library Associate, Technology	PTLRTEC-150510	Jing Yang
Ashley	Rinaldi	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Kimberly	Romulus	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Angelita	Tubungbanua	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Alexander	Zarate	College Libraries	Library Associate	PTLRASO-150510	Saudia Reid
Anne	Hutchinson	College Libraries	Librarian	PTLRN-150510	Brooke Duffy
Priyanka	Mistry	Communications	Office Assistant	OFFAST-254055	Jennifer Christopher
Julieta	Veiga Da Souza	Communications	Office Assistant	OFFAST-254055	Jennifer Christopher
Marwa	Abdelaziz	Continuing Education and Workforce Development	PT Instructor	PTINST-102010; PTINST-103005	Chastity Farrell; Machli Joseph
Andy	Abraham	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005; HCINST-605020	Samaya Yashayeva; Anita Belle
Arefa	Ali	Continuing Education and Workforce Development	PT Customer Service Assistant	CSTAST-103005	Lori Margolin
Emmanuel	Ankrah	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Emily	Arowosaye	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Hussein	Bakheet	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz

Monteria	Bass	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Nicole	Behman	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Alison	Blumenfeld	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Sophia	Brooks	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Anthony	Campo	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Anita Belle
Aya	Daoud	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Omnia	Daoud	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Cherise	Dawson	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Cherise	Dawson	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Belen	Deri	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Alaina	Desjardin	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell

Abdoulaye	Diallo	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Edna	Fameux	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Samaya Yashayeva
Beverly	Figuroa	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Arlene	Ganess	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Patricia	Gonzalez Feliz	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Mohamed	Helmy	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Carmen J.	Hernandez	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Ronald	Hewitt	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Sheila	James	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Hydah	Kilonzo	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Angela	Lenzi	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell

Johnstone	Libutsi	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005; PTINST-102010	Samaya Yashayeva; Chastity Farrell
Lilian	Martinez	Continuing Education and Workforce Development	PT Coordinator	PTCORD-103005	Samaya Yashayeva
Joaquin	Melara	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Dan Brookes
Melissa	Molinero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005; PTINST-103005	Samaya Yashayeva; Machli Joseph
Jose	Montalvo	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Cynthia	Morrison	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Mandanna	Naleyanda	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Abiodun	Oladeji	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Qamar	Raza	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Indra	Sanders	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Hyun Joon William	Shin	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell



Gregory	Simon	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Machli Joseph
Angelo	Soto	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Djadi	Sylla-Samassa	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Marjorie	Taylor	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
George	Testa	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Cynthia	Wilson	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Machli Joseph
Hany	Zaky	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Maria	Zaman	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Machli Joseph
Gabriele	Rosado	Diversity, Equity and Inclusion/ Accessibility Services	Note taker/Reader	Reader-150525	Karine Davis
Jacqueline	Garcia	Early College Program	Office Assistant	PTOFCAS-150540	Cristhian Altamirano
Luis	Diaz Jr	Educational Opportunity Fund (EOF)	PT EOF Office Assistant	PTEOFFASST-150515	Jose M. Lowe
Natassja	Freeman	Educational Opportunity Fund (EOF)	PT EOF TUTOR	PTEOFTUT-150515	Jose M. Lowe
Luisa	Gomes	English and ESL	Office Assistant	OFFAST-101040	Christopher Rivera

Diego	Gonzalez	English and ESL	Office Assistant	OFFAST-101040	Christopher Rivera
Hannah	Allen	Enrollment Services	Enrollment Support Assistant	OFFASST-200525	Wajia Zahur
Kadiatou	Camara	Enrollment Services	Enrollment Support Assistant	OFFASST-200525	Wajia Zahur
Richard	Charles	Enrollment Services	Enrollment Support Assistant	OFFASST-200525	Wajia Zahur
Najwa	Essaki	Enrollment Services	Enrollment Support Assistant	OFFASST-200525	Wajia Zahur
Alisha	Lambert	Enrollment Services	Enrollment Support Assistant	OFFASST-200525	Wajia Zahur
Betsaida	Rosario	Enrollment Services	Enrollment Support Assistant	OFFASST-200525	Wajia Zahur
Luisa	Carranza	ESL	Office Assistant, ESL	OFFAST-101035	Christopher Rivera
Wagida	Abdelhalim	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Khulud	Adem	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Claudine	Boros	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Erick	Gamero	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Darius	Gilmore	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Radia	Kassa	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Montaha	Osman	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Angel	Ramos	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Ciro	Romero	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Mariam	Zoair	ESL	ESL Academic Coach	ACDCOH-601011	Alison Wakefield
Michelle	Cruz	Finance	Payroll Office Assistant	OFFAST-253015	Zuany Chicas
Kinza	Naveed	Finance	Payroll Office Assistant	OFFAST-253015	Zuany Chicas

Jennifer	Ramirez	Finance	Accounts Receivable/Bursar Clerk	PTACBUR-253015	Leslie Lang
Aubrey	West	Finance	Accounts Payable Assistant	PTAPAS-253015	Quintessence Jones
Natalie	Mejia	Financial Aid	Office Assistant	OFFAST-200520	Sylvia Mendoza
Jada	Woods	Hudson Helps Resource Center	Food Pantry Manager	PTRYMGR-603055	Ariana Calle
Carmen	McGuire	Human Resources	HR Benefits Consultant	PTHRBC-253020	Josianne Payoute
Megha	Sanghavi	Human Resources	Office Assistant	OFFAST-253020	Suhani Aggarwal
Anthony	Jenkins	Humanities and Social Sciences	Test Course Instructor	WPCINS-601021	Alison Wakefield
Abanob	Basta	Information Technology Services	Instructional Lab Assistant	POSNID 253025	Diana Perez
Mariam	Basta	Information Technology Services	Instructional Lab Assistant	POSNID 253025	Diana Perez
Shivam	Chauhan	Information Technology Services	Instructional Lab Assistant	POSNID 253025	Diana Perez
Rahul	Chawaria	Information Technology Services	Instructional Lab Assistant	POSNID 253025	Diana Perez
Hardik	Darji	Information Technology Services	Instructional Lab Assistant	POSNID 253025	Diana Perez
Darshika	Patel	Information Technology Services	Instructional Lab Assistant	POSNID 253025	Diana Perez
Dev	Patel	Information Technology Services	Instructional Lab Assistant	POSNID 253025	Diana Perez
Jeet	Patel	Information Technology Services	PT Network Technician	PTNWTCH-253025	Hardik Sanghavi
Kevin	Patel	Information Technology Services	Instructional Lab Assistant	POSNID 253025	Diana Perez
Dhruv	Patel	Information Technology Services	Instructional Lab Assistant	POSNID 253025	Diana Perez

Dylan	Valencia	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Reina	Vinas	Nursing and Health Professions	Skills Lab Tutor	TUTOR-101017	Lori Byrd
Darshaine	Ramdat	Radiography	Office Assistant	OFFAST-101018	Cheryl Cashell
Anuchit	Pukdeedamrongrit	School of Business, Culinary Arts, and Hospitality Management	PT Additional Assignment, Adjunct	PTAACAI-101030	Ara Karakashian
Rafaella	Rodriguez	School of Business, Culinary Arts, and Hospitality Management	PT Additional Assignment	Assistant-101030	Ara Karakashian
Tonja	Webb	School of Business, Culinary Arts, and Hospitality Management	PT Additional Assignment, Adjunct	PTAACAI-101030	Ara Karakashian
Sebastian	Suazo	School of Human and Social Sciences	Office Assistant	OFFAST-101020	Betzabe Reyes
Brian	Sloan	School of Humanities and Social Sciences	PT Figure Model	Part-Time Figure Model	Eric Lee
Natalie	Betancourt	Student Life and Leadership	Events Assistant	PTEVAST-701000	Veronica Gerosimo

**RECOMMENDATION:**

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

**7. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS**

<b>First Name</b>	<b>Last Name</b>	<b>School/Office</b>
Brianna	Abreau	Humanities and Social Sciences
Noreen	Bi	Nursing and Health Professions
Jasmine	Black-Daniels	Nursing and Health Professions
Jennifer	Germinario	Nursing and Health Professions
Colin	Ibrahim	Science, Technology, Engineering, and Mathematics (STEM)
Nermin	Ibrahim	Science, Technology, Engineering, and Mathematics (STEM)
K Wei-Hsin	Jacobson	Humanities and Social Sciences
Claude	Lewis	Business, Culinary Arts, and Hospitality Management

Hany Samuel	Malek	Science, Technology, Engineering, and Mathematics (STEM)
Emmalee	Mills	Humanities and Social Sciences
Wasif	Mirza	Science, Technology, Engineering, and Mathematics (STEM)
Shannon	Pridgen	Business, Culinary Arts, and Hospitality Management
Alam	Shamsul	Science, Technology, Engineering, and Mathematics (STEM)
Christine	Wacta	Science, Technology, Engineering, and Mathematics (STEM)

**RECOMMENDATION:**

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

**8. MODIFICATIONS TO STAFFING TABLE**

<b>Current Approved Title</b>	<b>New Title/Classification</b>	<b>Incumbent</b>	<b>Current Salary Grade</b>	<b>New Salary Grade</b>	<b>Current Salary</b>	<b>New Salary</b>	<b>Effective Date</b>
Maintenance Manager	N/A	Julio Maldonado	113	N/A	\$90,473.45	\$95,623.00	December 1, 2024
Admissions Advisor	Assistant Director, Enrollment Services (One Stop Student Services Center)	Hamza Saleem	109	113	\$48,903.88	\$60,864.71	December 1, 2024
Accountant	Accounting Manager	N/A	113	117	N/A	N/A	November 27, 2024
N/A	Director, Perkins, Career and Technical Education	N/A	N/A	117	N/A	N/A	November 27, 2024
N/A	Director, One Stop Student Services Center	N/A		119	N/A/	N/A	November 27, 2024
N/A	Visual Art and Design Equipment and Lab Manager	N/A	N/A	116	N/A	N/A	November 27, 2024

**RECOMMENDATION:**

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

**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 1-8.**

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

**INTRODUCED BY:**

\_\_\_\_\_

**SECONDED BY:**

\_\_\_\_\_

**DATE:**November 26, 2024

*DeFazio, Edward*  
*Doria, Joseph*  
*Gardner, Pamela*  
*Gargiulo, Frank*  
*Gemma, Stacy*  
*Kenny, Roberta*  
*Lombardo, Vincent*  
*Rodriguez, Silvia*  
*Stahl, Harold*  
*Peña, Jeanette, Chair*

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

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, November 26, 2024**

**IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS**

**1. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC), Barnabas Health Medical Group, and Robert Wood Johnson Physician Enterprise, P.A., for Clinical Experiences in HCCC's Medical Assisting Program**

**WHEREAS**, Hudson County Community College ("College") offers a Medical Assisting Program ("Program") through its School of Nursing and Health Professions that is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Medical Assisting Education Review Board on Accreditation; 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**, Barnabas Health Medical Group and Robert Wood Johnson Physician Enterprise, P.A. ("Group") have the capacity to meet these needs of the Program; and,

**WHEREAS**, Hudson County Community College seeks to renew its Affiliation Agreement ("Agreement") with the Group whereby students enrolled in the Program will be able to complete clinical experiences, effective December 1, 2024; and,

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

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend authorization of the renewal of the Agreement between Hudson County Community College and the Group;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize renewal of the Agreement between Hudson County Community College and the Group, effective December 1, 2024.

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

**2. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Jersey City School District for Clinical Experiences in HCCC's Registered Nursing Program**

**WHEREAS**, Hudson County Community College ("College") offers a Registered Nursing (RN) Program ("Program") through its School of Nursing and Health Professions that is approved by the New Jersey Board of Nursing and accredited by the Accreditation Commission for Education in Nursing (ACEN); 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**, Jersey City School District (“JCSD”) has the capacity to meet the needs of the Program; and,

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

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

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the renewal of the Agreement between Hudson County Community College and Jersey City School District;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the renewal of the Agreement between Hudson County Community College and Jersey City School District, effective January 31, 2025.

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

**3. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and The New Jersey Imaging Network (NJIN) Montclair for Clinical Experiences in HCCC’s Radiography Program**

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

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

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

**WHEREAS**, The New Jersey Imaging Network, located at 116 Park Street, Montclair, New Jersey 07042 (“NJIN Montclair”), has the capacity to meet the needs of the Program; and,

**WHEREAS**, Hudson County Community College seeks to enter into an Affiliation Agreement (“Agreement”) with NJIN Montclair whereby students enrolled in the Program will be able to complete clinical experiences; and,

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

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the Affiliation Agreement between Hudson County Community College and The New Jersey Imaging Network located at 116 Park Street, Montclair, New Jersey 07042;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Affiliation Agreement between Hudson County Community College and The New Jersey Imaging Network, 116 Park Street, Montclair, New Jersey 07042, effective December 1, 2024.



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

**4. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Hackensack Meridian Health, Inc. for Clinical Experiences in HCCC's Registered Nursing and Radiography Programs**

**WHEREAS**, Hudson County Community College ("College") offers a Registered Nursing Program and a Radiography Program ("Programs") through its School of Nursing and Health Professions; and,

**WHEREAS**, the Programs are approved by the New Jersey Board of Nursing and accredited by the Accreditation Commission for Education in Nursing (ACEN), the State of New Jersey, and the Joint Review Committee on Education in Radiologic Technology (JRCERT), respectively; and,

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

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

**WHEREAS**, Hackensack Meridian Health, Inc. 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 Hackensack Meridian Health, Inc. whereby students enrolled in the Programs will be able to complete clinical experiences; and,

**WHEREAS**, this Agreement will remain in effect 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 authorization of the Affiliation Agreement between Hudson County Community College and Hackensack Meridian Health, Inc.;

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

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

**5. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Engage NJ for HCCC to Serve as an ENGAGECorps VISTA Project Partner Campus Site for 2024-25**

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

**WHEREAS**, EngageCorps VISTA Program ("Program"), which is an Engage NJ AmeriCorps VISTA Project, requires sites at which its clients can complete internships; and,

**WHEREAS**, the College's School of Continuing Education and Workforce Development ("CEWD") has the capacity to meet this need of the Program through the provision of an internship in which the student gains experience in capacity building within CEWD's Healthcare Team; and,

**WHEREAS**, Hudson County Community College seeks to enter into a Memorandum of Understanding (“MOU”) with Engage NJ whereby clients enrolled in the Program will be able to complete internship experiences; and,

**WHEREAS**, this MOU will remain in effect 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 authorization of the Memorandum of Understanding between Hudson County Community College and Engage NJ;

**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 Engage NJ, effective upon the 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.

**6. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and New Jersey Council of County Colleges (NJCCC) for College Readiness Now XI**

**WHEREAS**, the New Jersey Council of County Colleges (“NJCCC”) and the Office of the Secretary of Higher Education (“OSHE”) have entered into a Memorandum of Understanding (“MOU”) for the implementation of the College Readiness Now XI Project; and,

**WHEREAS**, Hudson County Community College (“College”) was awarded \$44,045.00 available through College Readiness Now XI to execute a project with selected local school districts to ensure high school students, particularly students who are living below the poverty line, are college ready in math and/or English by the time of high school graduation, and seeks to enter into a Project Agreement (“Agreement”) with the NJCCC for this purpose; and,

**WHEREAS**, the term of the Agreement is through June 30, 2025 unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the Agreement between Hudson County Community College and the New Jersey Council of County Colleges;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize this Agreement between Hudson County Community College and the New Jersey Council of County Colleges, retroactive to July 1, 2024.

**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 Amendment to the JED Campus Services Agreement Between Hudson County Community College (HCCC) and The JED Foundation for the JED Campus Collaborative for Student Parents**

**WHEREAS**, Hudson County Community College (“College”) and The JED Foundation (“JED Foundation”); collectively, the parties (“the parties”), entered into the JED Campus Services Agreement (“Agreement”) dated August 1, 2021, through which The JED Foundation assists the College in effectively assessing and supporting students’ needs; and,

**WHEREAS**, the parties desire to amend the existing Agreement to include the College's participation in The JED Campus Collaborative for Student Parents; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the amendment of the existing Agreement between Hudson County Community College and The JED Foundation;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the amendment of the existing Agreement between Hudson County Community College and The JED Foundation, retroactive to October 8, 2024.

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

**8. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Rose Pan African Education at Popenguine, Senegal**

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

**WHEREAS**, the College seeks to provide students additional experiential learning opportunities through the development of study abroad initiatives that are aligned to, and further enhance, HCCC's curricula; and,

**WHEREAS**, in service of that objective, the College seeks to enter into a Memorandum of Understanding ("MOU") with Rose Pan African Education at Popenguine, Senegal, whereby students enrolled in a specific course will have the opportunity to participate in a study abroad experience; and,

**WHEREAS**, this MOU will remain in effect for five (5) years unless otherwise terminated by either party in accordance with the parameters established in the Agreement; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the MOU between Hudson County Community College and Rose Pan African Education at Popenguine, Senegal;

**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 Rose Pan African Education at Popenguine, Senegal, effective upon 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.

**9. Resolution Authorizing Academic Calendar for the Fall 2025 Term**

**WHEREAS**, Hudson County Community College ("College") is committed to ensuring students' success, and the College develops an academic calendar that outlines important dates pertinent to academic terms; and,

**WHEREAS**, the Academic Calendar Planning Committee is comprised of individuals from across the College, and the academic calendar planning process is a joint effort between the Offices of Academic Affairs and Student Affairs; and,

**WHEREAS**, an academic calendar has been developed for the fall 2025 term; and,

**WHEREAS**, this academic calendar complies with all internal and external planning guidelines; and,

**WHEREAS**, the Administration, and Academic and Student Affairs Committee, recommend the authorization of the Academic Calendar for the fall 2025 term;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Academic Calendar for the fall 2025 term.

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

**10. Resolution Authorizing New Academic Certificate in Pharmacy Technician [CIP Code: 51.2208]**

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

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

**WHEREAS**, the College has developed an Academic Certificate in Pharmacy Technician to address student and market demand; and,

**WHEREAS**, the Academic Certificate in Pharmacy Technician provides students with the knowledge and skills required to work within a hospital, retail pharmacy, or long-term care facility; and,

**WHEREAS**, the Academic Certificate in Pharmacy curriculum articulates into the College's Associate of Applied Science in Health Science degree program; and,

**WHEREAS**, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the Academic Certificate in Pharmacy Technician, effective January 2025;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College authorize the Academic Certificate in Pharmacy Technician.

**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 1-10:**

- 1) Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC), Barnabas Health Medical Group, and Robert Wood Johnson Physician Enterprise, P.A., for Clinical Experiences in HCCC's Medical Assisting Program;
- 2) Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and Jersey City School District for Clinical Experiences in HCCC's Registered Nursing Program;
- 3) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and The New Jersey Imaging Network (NJIN) Montclair for Clinical Experiences in HCCC's Radiography Program;
- 4) Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Hackensack Meridian Health, Inc. for Clinical Experiences in HCCC's Registered Nursing and Radiography Programs;
- 5) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Engage NJ for HCCC to Serve as an ENGAGECorps VISTA Project Partner Campus Site for 2024-25;
- 6) Resolution Authorizing

*Agreement Between Hudson County Community College (HCCC) and New Jersey Council of County Colleges (NJCCC) for College Readiness Now XI; 7) Resolution Authorizing Amendment to the JED Campus Services Agreement Between Hudson County Community College (HCCC) and The JED Foundation for the JED Campus Collaborative for Student Parents; 8) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Rose Pan African Education at Popenguine, Senegal; 9) Resolution Authorizing Academic Calendar for the Fall 2025 Term; and, 10) Resolution Authorizing New Academic Certificate in Pharmacy Technician [CIP Code: 51.2208].*

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

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

**DATE:** November 26, 2024

<i>DeFazio, Edward</i>	_____
<i>Doria, Joseph</i>	_____
<i>Gardner, Pamela</i>	_____
<i>Gargiulo, Frank</i>	_____
<i>Gemma, Stacy</i>	_____
<i>Kenny, Roberta</i>	_____
<i>Lombardo, Vincent</i>	_____
<i>Rodriguez, Silvia</i>	_____
<i>Stahl, Harold</i>	_____
<i>Peña, Jeanette, Chair</i>	_____

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay

## ***Supporting Documents***

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

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, November 26, 2024**

**X. NEW BUSINESS**

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

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

**DATE:** November 26, 2024

<i>DeFazio, Edward</i>	_____
<i>Doria, Joseph</i>	_____
<i>Gardner, Pamela</i>	_____
<i>Gargiulo, Frank</i>	_____
<i>Gemma, Stacy</i>	_____
<i>Kenny, Roberta</i>	_____
<i>Lombardo, Vincent</i>	_____
<i>Rodriguez, Silvia</i>	_____
<i>Stahl, Harold</i>	_____
<i>Peña, Jeanette, Chair</i>	_____

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Tuesday, November 26, 2024**

**XI. ADJOURNMENT**

**RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the November 26, 2024 meeting of the Hudson County Community College Board of Trustees be adjourned at \_\_\_\_P.M.

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

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

**DATE:** November 26, 2024

- DeFazio, Edward \_\_\_\_\_
- Doria, Joseph \_\_\_\_\_
- Gardner, Pamela \_\_\_\_\_
- Gargiulo, Frank \_\_\_\_\_
- Gemma, Stacy \_\_\_\_\_
- Kenny, Roberta \_\_\_\_\_
- Lombardo, Vincent \_\_\_\_\_
- Rodriguez, Silvia \_\_\_\_\_
- Stahl, Harold \_\_\_\_\_
- Peña, Jeanette, Chair \_\_\_\_\_

\_\_\_\_\_ Aye      \_\_\_\_\_ Nay