

HUDSON COUNTY COMMUNITY COLLEGE
Mary T. Norton Room
70 Sip Avenue, 4th Floor
Jersey City, NJ
5:00 P.M.

Regular Meeting--Board of Trustees
January 16, 2018

AGENDA

- I. CALL TO ORDER - FLAG SALUTE** Mr. Netchert
- II. ROLL CALL AND RECOGNITION OF VISITORS**
- Trustees:**
- Kevin G. Callahan
Karen A. Fahrenholz, Secretary/Treasurer
James Fife, Trustee Emeritus
Glen Gabert - President
Pamela E. Gardner
Roberta Kenny
Joanne Kosakowski
Bakari Gerard Lee, Vice Chair
William J. Netchert, Chair
Jeanette Peña
Hamza Saleem – Student Alumni Representative
Adrienne Sires
Harold Stahl
- III. COMMENTS FROM THE PUBLIC** Mr. Netchert
- IV. CLOSED SESSION** *(The Board of Trustees will determine whether there is a need to go into closed session at the beginning of the meeting and, if there is such a determination, an announcement will be made as to where the session will be placed on the agenda.)*
- V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS**
- VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS** Dr. Gabert
1. Minutes of Previous Meetings
2. Gifts, Grants, and Contracts
- VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS** Dr. Gabert
- VIII. PERSONNEL RECOMMENDATIONS** Dr. Gabert
- IX. ACADEMIC AND STUDENTS AFFAIRS** Dr. Gabert
- X. NEW BUSINESS** Mr. Netchert
- XI. ADJOURNMENT** Mr. Netchert

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Kevin Callahan	<u>PRESENT</u>
Karen A. Fahrenholz	<u>PRESENT</u> (Via Conference Call)
James Fife, Trustee Emeritus, ex officio	<u>ABSENT</u>
Glen Gabert - President, ex officio	<u>PRESENT</u>
Pamela E. Gardner	<u>PRESENT</u>
Roberta Kenny	<u>PRESENT</u>
Joanne Kosakowski	<u>PRESENT</u>
Bakari Lee	<u>PRESENT</u>
William J. Netchert	<u>PRESENT</u>
Jeanette Peña	<u>PRESENT</u>
Hamza Saleem, Student Alumni Representative, ex officio	<u>PRESENT</u>
Adrienne Sires	<u>ABSENT</u>
Harold G. Stahl	<u>PRESENT</u>

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, The Star Ledger, filed with each Office of the Hudson County Municipal Clerks, and posted on the Public Bulletin Boards of the 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.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018**

III. COMMENTS FROM THE PUBLIC

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018**

RESOLUTION

WHEREAS, the members of the Board of Trustees deem it necessary to suspend the order of the agenda;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees agrees to suspend the order of the agenda.

INTRODUCED BY: William Netchert

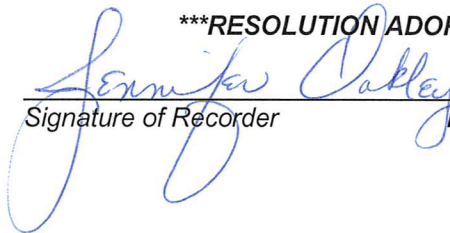
SECONDED BY: Bakari Lee

DATE: January 16, 2018

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

9 Ayes..... 0 Nay

*****RESOLUTION ADOPTED*****

 1-16-18
Signature of Recorder Date

HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

Monthly Middles States Update



Hudson County Community College
Decennial Self Study Update

DECEMBER:

First drafts of chapters submitted by all seven working groups

Dr. Pando represented the college at the Middle States Annual Meeting in Philadelphia where the focus was the implementation of the new Standards

Steering committee co-chairs began reviewing first drafts

JANUARY-MARCH:

First drafts (with feedback) to be returned to working groups in late January

Second drafts due end of February to be shared with Core Committee for feedback

Evaluation Team Chair will be selected by Middle States this spring - College will have the opportunity to review/approve selection

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular & Reorganization Meeting of November 21, 2017 are herewith officially submitted to the Board Trustees for approval. (Attachment A)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular & Reorganization Meeting of November 21, 2017 .

2. GIFTS, GRANTS, AND CONTRACTS REPORT – None

RESOLUTION: Now, therefore, be it resolved that the Board of Trustees accept Item VI. Regular Monthly Reports and Recommendations #1.

INTRODUCED BY: Bakari Lee

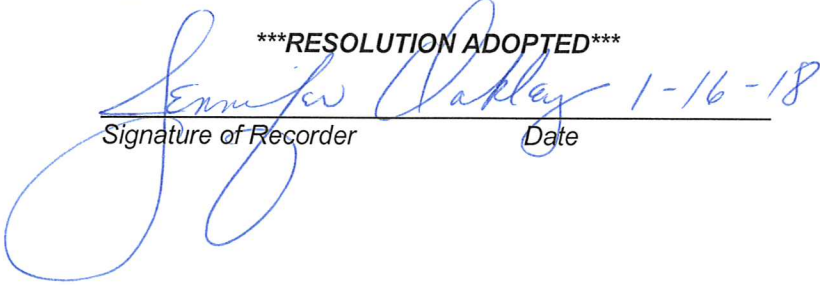
SECONDED BY: Kevin Callahan

DATE: January 16, 2018

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

9 Ayes..... 0 Nay

*****RESOLUTION ADOPTED*****


Signature of Recorder

1-16-18
Date

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

LOCATION

December - No Meeting
January 16, 2018 - Mary T. Norton Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
February 20, 2018 - Library, 71 Sip Avenue, Jersey City, NJ
March 13, 2018 - Mary T. Norton Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
April 10, 2018 - Mary T. Norton Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
May 8, 2018 - Culinary Conference Center, 161 Newkirk Street, Jersey City, NJ
June 12, 2018 - Mary T. Norton Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
July - No meeting
August 14, 2018 - Mary T. Norton Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
September 11, 2018 - Mary T. Norton Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
October 9, 2018 - North Hudson Campus, 4800 Kennedy Boulevard, Union City, NJ
November 20, 2018 - Mary T. Norton Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
(The Reorganization Meeting and the Regular Monthly Meeting will be held on this date.)

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

Introduced by: Bakari Lee

Seconded by: Karen Fahrenholz

8 Ayes.....0 Nays

Resolution Adopted

VI. APPOINTMENT OF COUNSEL TO HUDSON COUNTY COMMUNITY COLLEGE FOR 2017-2018.

1. Award of General Counsel Legal Services for 2017-2018
Scarinci Hollenbeck
2. Real Estate Counsel Services for Fiscal Year 2018
John Curley, LLC

Introduced by: Bakari Lee

Seconded by: Karen Fahrenholz

8 Ayes.....0 Nays

Resolution Adopted

VII. APPOINTMENT OF COMMITTEES - Chairman Netchert named the following members to standing committees of the Board of Trustees for 2018.

<p>STANDING COMMITTEES:</p> <p>EXECUTIVE COMMITTEE <i>William Netchert (Chair)</i> <i>Bakari Lee (Vice Chair)</i> <i>Karen Fahrenholz (Secretary & Treasurer)</i></p> <p>ACADEMIC & STUDENT AFFAIRS COMMITTEE <i>Karen Fahrenholz (Chair)</i> <i>Hamza Saleem, Student Alumni Representative</i> <i>Roberta Kenny</i> <i>Jeannette Peña</i> <i>Pamela Gardner</i></p> <p>CAPITAL PROJECT ADVISORY COMMITTEE <i>William J. Netchert (co-Chair)</i> <i>Adrienne Sires (co-Chair)</i> <i>Harold Stahl</i></p> <p>FINANCE COMMITTEE <i>Bakari Lee, (Chair)</i> <i>Kevin Callahan</i> <i>Adrienne Sires</i></p>	<p>PERSONNEL <i>Joanne Kosakowski (Chair)</i> <i>Kevin Callahan</i> <i>Karen Fahrenholz</i> <i>Harold Stahl</i></p> <p>COLLEGE COMMENCEMENT COMMITTEE <i>Bakari Lee, Trustee Liaison to College Committee</i> <i>Hamza Saleem, Student Alumni Representative</i></p> <p>FOUNDATION LIAISON <i>Karen Fahrenholz</i></p> <p><i>AD HOC Committees will be formed as needed.</i></p>
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VIII. ADJOURNMENT 5:20 P.M. and the Regular Meeting of the Board of Trustees convened.

Introduced by: *Bakari Lee*
 Seconded by: *Karen Fahrenholz*
 8 Ayes.....0 Nays

Resolution Adopted

HUDSON COUNTY COMMUNITY COLLEGE
Board of Trustees Meeting
Mary T. Norton Room
Jersey City, NJ

REGULAR MEETING --- BOARD OF TRUSTEES
November 21, 2017

MINUTES

PRESENT: Kevin Callahan, Karen Fahrenholz, Glen Gabert, (ex officio), Pamela E. Gardner, Roberta Kenny, Joanne Kosakowski, Bakari Lee, William Netchert, Hamza Saleem, Student Alumni Representative, and Harold Stahl.

ABSENT: James Fife, Trustee Emeritus, (ex officio), Jeanette Peña and Adrienne Sires.

Counsel to the Board: John G. Geppert, Jr., Esq. for Scarinci & Hollenbeck

HCCC Staff and Visitors present were: Detric Albert, Jessica Brito, Shannonine M. Caruana, Jennifer Christopher, Peter Cronrath, Sharon Daughtry, Claudia Delgado, Heather DeVries, Paul Dillon, Lisa Dougherty, Michael Ferlise, Veronica Gerosimo, Dorothea Graham-King, Mohammad Imam, Verlino Joasil, Eva Korlenko, Jose Lowe, John Marlin, Linda Joy Miller, Patrick J. Moore, Elizabeth Nesius, Jennifer Oakley, Ferdinand Orock, Paula Pando, Denise Phillips, Noel Pura, Ismael Randazzo, Alexa Riano, Denise Rossilli, Cathie Seidman, Catherine Sweeting, Mojdeh Tabatabaie, Jeremiah Teipen, Jerry Trombella, Chris Wahl, Branden Wang, Marcella Williams, and David Winner.

I. CALL TO ORDER - FLAG SALUTE 5:20 PM

II. ROLL CALL AND RECOGNITION OF VISITORS

The regular meeting was called to order by William Netchert at 5:20 p.m. and roll called by Jennifer Oakley.

III. COMMENTS FROM THE PUBLIC – None

IV. CLOSED SESSION – None

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

Dr. Paula Panda – Monthly Middle States Update

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. Minutes of the Regular meeting of October 10, 2017.
2. Gifts, Grants and Contract Reports

The College has made the following grant & contract proposals:

TITLE: Mentor – Connect Mentorship Program

AGENCY: National Science Foundation (NSF)

PURPOSE OR GRANT: The project along with the support of the National Science Foundation, will offer technical assistance workshops and faculty development opportunities to help colleges benefit from NSF's Advanced Technological Education (ATE) program.

COLLEGE ADMINISTRATOR: Mojdeh Tabatabaie (Principal Investigator) & Azhar Mahmood (Co – PI)

COLLEGE CONTRIBUTION: \$0
AWARD AMOUNT: \$0 (Travel Stipend \$4,800)

Introduced by: Bakari Lee
 Seconded by: Karen Fahrenheitz
 8 Ayes.....0 Nays Resolution Adopted

VI. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Award for a Construction Manager
2. Award for Construction Management Services at Enos/Jones Parking lot,
3. Resolution authorizing the rate increase of library consulting services to the Hudson County Community College libraries
4. Resolution Authorizing the Award of a Commercial Kitchen Cleaning Service Vendor for Culinary Arts Department
5. Dinner Sponsor for Annual College Foundation Dinner 2017
6. Resolution Authorizing Parking Authority Contract for Campus Parking
7. Resolution Awarding Professional Maintenance Services from Tyco SimplexGrinnell
8. Award for Architect/Engineering Services
9. Award of Comprehensive Assessment and Review Program for Nursing Program
10. Resolution Extending Security Contract
11. Resolution to Approve Rental Agreement With Harrison Board of Education for use of Washington Middle School classrooms for Evening Classes During the Second half of the Academic Year 2017-2018
12. Transfer Articulation Agreement Between HCCC and Montclair State University
13. Agreement Between HCCC and Jersey City Board of Education for LEAP Plus Program

Introduced by: Kevin Callahan
 Seconded by: Bakari Lee
 8 Ayes.....0 Nays Resolution Adopted

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Leonid Freydin	Lead Electrician	11/13/2017
Evidence Thomas	Grant Accountant	10/27/2017

2. APPOINTMENT OF FACULTY

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Peter Cronrath	Instructor, Business	1/2/2018	44,217.00 (pro-rated)

3. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Sharon Daughtry	College Lecturer, Business	1/2/2018	\$55,000.00
Nikith Leroy D'Souza	PC Technician	11/22/2017	\$32,000.00 (pro-rated)
Danitza Espinales	Student Financial Assistant Specialist	11/19/2017	\$38,000.00 (pro-rated)
Kenny Fabara	Writing Center Coordinator	11/22/2017	\$42,000.00 (pro-rated)
Gretchen Schulthes	Counselor	11/27/2017	\$48,000.00 (pro-rated)
Keegan Scriber	Assistant Registrar	11/27/2017	\$45,000.00 (pro-rated)
Irma Williams	Associate Registrar	12/18/2017	\$65,000.00

4. STAFFING TABLE CHANGES

Amendments to the College Staffing Authorization Table

The Board of Trustees approves a College Staffing Authorization Table which is a listing of those full-time positions for which persons may be employed. Traditionally, the Board has approved the Table on an annual basis in conjunction with ratification of annual operating budget. The Board has also approved amendments to the Table from time to time as needed.

The Administration has determined a need to amend the table to implement strategic plans in the Academic Branch including the opening of the STEM Building and the development of a campus in Secaucus scheduled to open in the fall, 2018.

A. Title Changes

From: Dean of Instruction/Arts
 To: Assistant Vice President, Academic Affairs

From: Dean of Instruction/Science
 To: Dean of Instruction

From: Secretary, Science, Technology, Engineering and Mathematics (STEM)
 To: Administrative Assistant, Science, Technology, Engineering and Mathematics (STEM)

From: Director of English
 To: Associate Dean, English and ESL

From: Assistant to the Associate Dean of School and College Relations
 To: Program Assistant, Academic Affairs

From: Dean of Non-Traditional Programs
To: Dean of Continuing Education and Workforce Development

From: Assistant Director, Center for Business and Industry
To: Assistant Director, Continuing Education and Workforce Development

It is recommended that these change of title become effective on January 1, 2018.

B. Titles to Be Added to the Staffing Authorization Table for Full-Time Appointment effective January 1, 2018

Director of Curriculum
Associate Dean of Humanities and Social Sciences
Director of the Secaucus Campus of the Hudson County Community College
Facilities Worker 9 (From 4 positions to 5 positions)

It is recommended that these titles be added to the College Staffing Authorization Table effective January 1, 2018.

C. Salary Adjustments Effective January 1, 2018.

Christopher Wahl

From: Dean of Instruction/Arts
To: Assistant Vice President, Academic Affairs
Salary: From: \$114,444
To: \$120,000

John Marlin

From: Dean of Instruction/Science
To: Dean of Instruction
Salary: From: \$109,242
To: \$115,000

Elizabeth Nesius

From: Director of English
To: Associate Dean, English and ESL
Salary: From: \$68,340
To: \$90,000

Pegah Sorour

From: Secretary, Science, Technology, Engineering and Mathematics (STEM)
To: Administrative Assistant, Science, Technology, Engineering and Mathematics (STEM)
Salary: From: \$31,212
To: \$36,000

It is recommended that these salary adjustments reflecting changes of title on the College Staffing Authorization Table be approved effective January 1, 2018.

5. TEMPORARY FULL-TIME ASSIGNMENTS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Madeline Fermin	Student Financial Aid Assistant	11/19/2017	\$30,600.00 (pro-rated)
Diana Galvez	Office Assistant	1/2/2018 6/30/2018	\$30,000.00 (pro-rated)
Lavern Ploom	Lecturer, Clinical/Allied Health Specialist	1/2/2018 3/31/2018	\$35,000.00 (pro-rated)

6. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: NOVEMBER 22, 2017 – JUNE 30, 2018

7. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS SPRING 2018.

8. Resolution Authorizing the Award of Employee Assistance Program (EAP) Consultant Services for Human Resources Department

9. Stipend – Michael Mory, Accountant to provide these services in addition to his current duties until the Payroll Officer returns no later than June 30, 2018 at a rate of \$900 per month commencing October 15, 2017.

Introduced by: Joanne Kosakowski
 Seconded by: Harold Stahl
 8 Ayes.....0 Nays Resolution Adopted

IX. ACADEMIC AND STUDENT AFFAIRS

- Proposed New Academic Degree: Associate in Science in Medical Sciences Pre-Professional
- Revisions to the HCCC Academic Calendars for Spring 2018 and Summer 2018.

Introduced by: Karen Fahrenholz
 Seconded by: Kevin Callahan
 8 Ayes.....0 Nays Resolution Adopted

X. NEW BUSINESS - None

XI. ADJOURNMENT 6:00 P.M.

Introduced by: Bakari Lee
 Seconded by: William Netchert
 8 Ayes.....0 Nays Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018**

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Kate Bellody	Librarian	12/20/2017
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Idalia Chicas	Help Desk Manager	1/12/2018
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Melody Lopez	Environmental Studies Instructor	12/18/2017
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Sharon Mirante	College Lecturer, Nursing	1/12/2018
<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Christiane Warren	Associate Dean of Social Sciences	1/31/2018

RECOMMENDATION:

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

2. MODIFICATION OF STAFFING TABLE FY 2018

REMOVE TITLE:

Director of Advisement and Counseling

ADD TITLE:

Associate Dean of Student Services

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Modifications of Staffing Table for FY 2018 listed above as Personnel Recommendation No. 2.

3. APPOINTMENT OF STAFF

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Daniel Andre	Accountant	1/22/2018	\$45,000.00 (pro-rated)

Note: *This is an approved position.*

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Christine Cacnio	Assistant Director, Admissions	1/22/2018	\$50,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Chastity Farrell	Interim Assistant Director, CEWD	1/16/2018	\$50,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Faiza Fayyaz	Laboratory Coordinator	1/17/2018	\$44,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Devika Gonzalves	Library Associate	1/22/2018	\$30,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Clive Li	Lecturer, STEM	1/17/2018	\$55,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Michael Whelpley	Lecturer, Academic Foundations English	1/17/2018	\$55,000.000 (pro-rated)

Note: This is an approved position.

RECOMMENDATION:

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

4. APPOINTMENT OF FACULTY

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Bernard Adamity	Instructor, Academic Foundations Math	1/17/2018	44,217.00 (pro-rated)

Note: This is an approved tenure track position.

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

5. TEMPORARY FULL-TIME ASSIGNMENTS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Gihan Nakhla	Lecturer, Medical Assisting/ Health	1/17/2018 6/30/2018	\$55,000.00 (pro-rated)

Note: This is an approved position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Royal Ross	School & College Relations Assistant	1/1/2018 3/1/2018	\$40,000.00 (pro-rated)

Note: This is an approved position.

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

6. TEMPORARY FULL-TIME FACULTY ASSIGNMENTS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Jedediah Palmer	Instructor, ESL	1/2/2018 5/18/2018	\$22,108.50 (pro-rated)

Note: This is an approved non-tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Mohammad Qasem	Instructor, Physics/Math	1/17/2018 5/19/2018	\$22,108.50 (pro-rated)

Note: This is an approved non-tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Gilda Reyes	Instructor, Speech & Modern Languages	1/17/2018 5/14/2018	\$22,108.50 (pro-rated)

Note: This is an approved non-tenure track temporary faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Lina Romasant	Instructor, Culinary	1/17/2018 5/14/2018	\$22,108.50 (pro-rated)

Note: This is an approved non-tenure track temporary faculty position.

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

7. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: JANUARY 1, 2018 – JUNE 30, 2018

NEW PART TIME HIRES

LAST NAME	FIRST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
RIVERA	MARIA	COMMUNITY EDUCATION	PT INSTRUCTOR	CACEINS-102010	C. MIRASOL
WILSON	CYNTHIA	CTR FOR BUS & INDUSTRY	PT INSTRUCTOR	PTINST-103005	C. MIRASOL
GODBOLE	DAVIKA	LIBRARY	LIBRARY ASSOCIATE-TECH	PTLRTEC-150510	J. DELOOPER
PENA	WAYNE	LIBRARY	LIBRARY ASSOCIATE-TECH	PTLRTEC-150510	J. DELOOPER
KEAVEY	AMY	LIBRARY	LIBRARIAN	PTLRN-150510	D. HARDGROVE
LUTHER	VICTORIA	LIBRARY	LIBRARIAN	PTLRN-150510	D. HARDGROVE
JORNALES	DANECCA	INFO TECHNOLOGY	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PATEL	NISARG	INFO TECHNOLOGY	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PATEL	SHIVANI	INFO TECHNOLOGY	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
PATEL	VIVEK	INFO TECHNOLOGY	INST LAB ASSISTANT	ISTLAB-253025	D. PEREZ
TOAL	BRIAN	EVE/WKND/OFFSITE	EW&O ADMINISTRATOR	EWKADM-252010	L. SOSA-SANTIAGO
CHUCKKOVA	MARIYA	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ESTRELLA	ANDRES	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
FALL	SALIMATA	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
FERNANDO	JOSHUA	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
GABINETE	GERALD	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
JLIFI	KARIMA	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
KEHAGIAS	ALEXANDRA	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
PATEL	MIHIR	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
RIVIELLO	ALEXANDER	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ROGACKI	JEREMY	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY

SILVA	CAMILA C.	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
STAVITSKY	JOSEPH	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
TESONE	CARINA	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
VO	NGHIA	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
ZERNA	MELANNY	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
PRECIADO	MANUEL	FINANCIAL AID	OFFICE ASSISTANT	OFFAST-200520	S. MENDOZA
BURNES	NICOLE	DISABILITY SUPP SERVICES	SIGN LANGUAGE INTERP	SIGNLAU-150525	K. DAVIS

CONTINUING PART TIME HIRES

<i>LAST NAME</i>	<i>FIRST NAME</i>	<i>DEPARTMENT</i>	<i>TITLE</i>	<i>POSITION ID</i>	<i>SUPERVISOR</i>
SANCHEZ	STEPHANIE	COMMUNICATIONS	OFFICE ASSISTANT	OFFAST-254055	J. CHRISTOPHER
TORRES	NEyla	COMMUNICATIONS	OFFICE ASSISTANT	OFFAST-254055	J. CHRISTOPHER
GONZAGA	CYNTHIA	ESL	OFFICE ASSISTANT	OFFAST-101035	P. BANDYOPADHYAY
NESHEIWAT	SARAH	AF MATH	OFFICE ASSISTANT	OFFAST-101041	P. BANDYOPADHYAY
RAFA	OMAR	ADJ ACADEMIC SUPP SVCS	TUTOR	TUTOR-150505	P. BANDYOPADHYAY
VALCARCEL	PAOLA	ESL	OFFICE ASSISTANT	OFFAST-101035	P. BANDYOPADHYAY
AHMAD	AMNA	FINANCIAL AID	OFFICE ASSISTANT	OFFAST-200520	S. MENDOZA
AMKOUK	FATIMA	FINANCIAL AID	OFFICE ASSISTANT	OFFAST-200520	S. MENDOZA
APOLAYA	KELLY	FINANCIAL AID	OFFICE ASSISTANT	OFFAST-200520	S. MENDOZA
BILBOA-VILLANUEVA	CINDY	FINANCIAL AID	OFFICE ASSISTANT	OFFAST-200520	S. MENDOZA
CORTEZ	CIELO	FINANCIAL AID	OFFICE ASSISTANT	OFFNHC-200520	S. MENDOZA
LEON	AIMEE	FINANCIAL AID	OFFICE ASSISTANT	OFFNHC-200520	S. MENDOZA
SOLUS	SAMANTHA	FINANCIAL AID	OFFICE ASSISTANT	OFFAST-200520	S. MENDOZA
USMANI	IQRA	FINANCIAL AID	OFFICE ASSISTANT	OFFAST-200520	S. MENDOZA
BRODY	JACQUELINE	ENGLISH	SCORER	SCORER-101040	E. NESIUS
CUMMINS	JOSEPH	ENGLISH	SCORER	SCORER-101040	E. NESIUS
EGAN	SEAN	ENGLISH	SCORER	SCORER-101040	E. NESIUS
BYRD	LORI	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
FRANE	GRISELDA	GRANTS	PT INSTRUCTOR	GRAINS-601077	C. MIRASOL
BAXER	PAUL	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
SAUNDERS	DANIEL	COMMUNITY EDUCATION	PT INSTRUCTOR	PTINST-102010	C. MIRASOL
HUYNH	JOSEPH	CTR FOR BUS & INDUSTRY	PT INSTRUCTOR	PTINST-103005	C. MIRASOL

SIEGEL	ANDREA	DEVELOPMENT	COORDINATOR	PTART-255010	J. SANSONE
OYOLA	JENNIFER	DEVELOPMENT	ALUMNI ASSISTANT	ALUAST-255010	J. SANSONE
COLON	CAMELLE	STEM	OFFICE ASSISTANT	OFFAST-101015	J. MARLIN
GRANT	TYQUAN	HUMANITIES/SOC SCI	OFFICE ASSISTANT	OFFAST-101021	P. CAFASSO
ALPHONSE	PEGGY	BUS, CUL & HOSPITALITY	RECEIVING CLERK	RECLERK-101030	P. DILLON
BELTRAN	KASANDRA	BUS, CUL & HOSPITALITY	RECEIVING CLERK	RECLERK-101030	P. DILLON
CHITTY	SHAWN	BUS, CUL & HOSPITALITY	RECEIVING CLERK	RECLERK-101030	P. DILLON
CHOI	PATRICIA	BUS, CUL & HOSPITALITY	OFFICE ASSISTANT	OFFAST-101030	P. DILLON
MARTINEZ	JESSICA	BUS, CUL & HOSPITALITY	OFFICE ASSISTANT	OFFAST-101030	P. DILLON
NOUR	SAMIR	BUS, CUL & HOSPITALITY	OFFICE ASSISTANT	OFFAST-101030	P. DILLON
PUKDEEDAMRON GRIT	ANUCHIT	BUS, CUL & HOSPITALITY	PT INSTRUCTOR	PTAACAI-101030	P. DILLON
ZORRILLA	MELISSA	BUS, CUL & HOSPITALITY	OFFICE ASSISTANT	OFFAST-103010	P. DILLON
CANALES	RONNY	HUMANITIES	OFFICE ASSISTANT	OFFAST-101020	C. WAHL
MARTIN	KYARA	STUDENT ACTIVITIES	PROGRAMMING ASSISTANT	PRGAST-701000	V. GEROSIMO
MERCADO	MARYANN	STUDENT ACTIVITIES	PROGRAMMING ASSISTANT	PRGAST-701000	V. GEROSIMO
ENNASRAOUI	ANASS	LIBRARY	LIBRARY ASSOCIATE - TECH	PTLRTEC-150510	J. DELOOPER

RECOMMENDATION: *The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Part-Time Assignments listed above as Personnel Recommendation Item No. 7.*

8. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS SPRING 2018.

LAST NAME	FIRST NAME	DEPARTMENT
BARRAN	ANNIE	NURSING AND ALLIED HEALTH
MIRANTE	SHARON	NURSING AND ALLIED HEALTH
REINER	SUSANNAH	ALLIED HEALTH
SOSNOWSKI	MONIKA	HUMANITIES
MEDINA	LUIS ANTHONY	HUMANITIES
KHOSHOOEE	BAHAREH	HUMANITIES
TURNER	BRIDGET	SOCIAL SCIENCES
BROWN	AMY M	SOCIAL SCIENCES
MEDROW	ERIC	SOCIAL SCIENCES

RECOMMENDATION: *The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Hire Adjuncts Spring FY 2018 listed above as Personnel Recommendation Item No 8.*

9. RESOLUTION AUTHORIZING STIPEND FOR DAYNEESA MCMILLAN

WHEREAS, acknowledgment is due for shouldering full managerial responsibility for the Perkins Grant as well as being the designated program officer by the NJ State Department of Education;

WEHERAS, continued involvement is critical to ensure the successful management of the program, and to facilitate the transition of the program under the administrative supervision of the Grants Office;

WHEREAS, the College recognizes the significant amount of time and commitment given to managing the program, as well as to ensure a successful transition;

WHEREAS, the College would like to assign Dayneesa McMillan, Assistant Controller, a one-time stipend award of \$5,000 for work performed in Fiscal Year 2017, and to provide continuing services through June 2018 with a semi-monthly stipend of \$315 starting January 2018.

10. RESOLUTION AUTHORIZING THE AWARD OF TITLE V – PICKING UP THE PACE GRANT

WHEREAS, the College has a need to fulfill the stipulated activities of the collaborative Title V grant, Picking up the Pace.

WHEREAS, the purpose of this resolution is to accelerate more English and ESL students to college level courses at a faster pace and to facilitate transfer of participating students.

WHEREAS, the College is currently in the 5th year of this 5 year agreement in partnership with NJCU at approximately 3.5 million dollars.

WHEREAS, the consultant services provided involves taking on the duties of assisting the College with the oversight, assessment, reporting, and implementation of the activities outlined in the grant.

WHEREAS, the College would like to assign Elizabeth Nesius, Director of English, to provide services through June 30, 2018 at rate of \$49.45 per hour, not to exceed a total of \$5,000.00.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration and the Personnel Committee as outlined above in **Item VIII. Personnel Recommendations 1-10**: 1) Resignations, 2) Modification of Staffing Table FY 2018, 3) Appointment of Staff, 4) Appointment of Faculty, 5) Temporary Full-Time Assignments, 6) Temporary Full-Time Faculty Assignments, 7) Appointment of Additional New and Continuing Part-Time Hires, 8) Appointment of Additional New Hire Adjuncts Spring 2018, 9) Resolution Authorizing Stipend for Dayneesa McMillan, and 10) Resolution Authorizing the Award of Title V – Picking up the Pace Grant for Elizabeth Nesius.

INTRODUCED BY: Bakari Lee

SECONDED BY: Jeanette Peña

DATE: January 16, 2018

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

9 Ayes..... 0 Nay

*****RESOLUTION ADOPTED*****

Jennifer Oakley 1-16-18
Signature of Recorder Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018**

IX. ACADEMIC AND STUDENT AFFAIRS

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018**

X. NEW BUSINESS

None

HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 16, 2018

XI. ADJOURNMENT

THAT, the meeting be adjourned at 5:52 P.M.

INTRODUCED BY: William Netchert

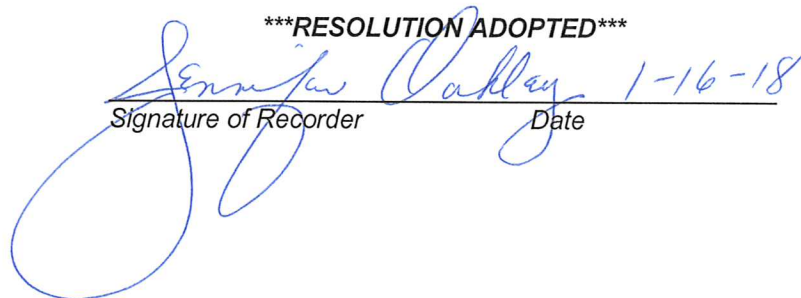
SECONDED BY: Bakari Lee

DATE: January 16, 2018

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>AYE</u>
Gardner, Pamela	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>ABSENT</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

9 Ayes..... 0 Nay

RESOLUTION ADOPTED


Signature of Recorder Date 1-16-18