

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

Regular Meeting – Board of Trustees

Tuesday, January 23, 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=bXFyEpENHdBT3N6cmVaOEExYmNpQT09>

Passcode: 771689

Telephone: 1 305 224 1968

Webinar ID: 975 6667 6811

Passcode: 771689

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

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

AGENDA

I. CALL TO ORDER - FLAG SALUTE

Mr. Netchert

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Edward DeFazio

Joseph Doria

Sally Elwir, Student Alumni Representative (Ex Officio)

Pamela Gardner, Secretary/Treasurer

Frank Gargiulo

Roberta Kenny

Bakari Lee, Vice Chair

William Netchert, Chair

Jeanette Peña

Christopher Reber, President (Ex Officio)

Silvia Rodriguez

Harold Stahl

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

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

January 23, 2024

II. ROLL CALL

Trustees:

<i>Edward DeFazio</i>	<u><i>PRESENT</i></u>
<i>Joseph Doria</i>	<u><i>ABSENT</i></u>
<i>Sally Elwir, Student Alumni Representative, Ex officio</i>	<u><i>PRESENT</i></u>
<i>Pamela Gardner, Secretary/Treasurer</i>	<u><i>PRESENT</i></u>
<i>Frank Gargiulo</i>	<u><i>PRESENT</i></u>
<i>Roberta Kenny</i>	<u><i>PRESENT</i></u>
<i>Bakari Lee, Vice Chair</i>	<u><i>PRESENT</i></u>
<i>William Netchert, Chair</i>	<u><i>PRESENT</i></u>
<i>Jeanette Peña</i>	<u><i>PRESENT</i></u>
<i>Christopher Reber, President, Ex officio</i>	<u><i>PRESEN</i></u>
<i>Silvia Rodriguez</i>	<u><i>PRESENT</i></u>
<i>Harold Stahl</i>	<u><i>PRESENT</i></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 and The Star Ledger; filed with each office of the Hudson County Municipal Clerks; and posted on the College Website, 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**

January 23, 2024

III. COMMENTS FROM THE PUBLIC

None

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

January 23, 2024

IV. CLOSED SESSION

None

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

January 23, 2024

V. REPORTS

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

Supporting HCCC Returning Adult Students

Dr. Lisa Dougherty, Senior Vice President for Student Affairs and Enrollment

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

January 23, 2024

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETING

The Minutes of the Reorganization and Regular Meeting of November 21, 2023 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 November 21, 2023.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

Hudson County Community College has received the following grants:

TITLE: FY24 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 approaches to serving SCND students.

COLLEGE ADMINISTRATOR: Matthew Fessler

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$150,000.00

TITLE: Parent-Powered Solutions Fund

AGENCY: Aspen Institute

PURPOSE OF GRANT: To create a comprehensive support system for student parents that leads to postsecondary credential attainment, pathway to a degree, and gainful employment.

COLLEGE ADMINISTRATOR: Anita Belle

COLLEGE CONTRIBUTION: \$24,462 (In-Kind Support)

AWARD AMOUNT: \$50,000.00

TITLE: FY2024 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 addressing basic food needs on campus, and continue building strategic partnerships at the local, state, and national levels.

COLLEGE ADMINISTRATOR: Katherine Morales

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$69,124.76

TITLE: FY2024 County College-Based Centers for Adult Transition

AGENCY: State of New Jersey, Office of the Secretary of Higher Education (OSHE)

PURPOSE OF GRANT: This funding provides students with intellectual and developmental disabilities the opportunity to hone their skillsets for a more successful transition from secondary school to postsecondary education, adult employment, and independent living.

COLLEGE ADMINISTRATOR: Maritza Reyes

COLLEGE CONTRIBUTION: \$0

AWARD AMOUNT: \$386,241.49

RESOLUTION:

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

INTRODUCED BY: Bakari Lee

SECONDED BY: Jeanette Peña

DATE: January 23, 2024

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

9 Aye 0 Nay

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

Alexa Riano
Signature of Recorder

01/23/2024
Date

HUDSON COUNTY COMMUNITY COLLEGE

Reorganization Meeting and Regular Meeting – Board of Trustees
Tuesday, November 21, 2023
5:00 P.M., In-person and Via Zoom

Reorganization Meeting

MINUTES

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

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

ABSENT: Joseph Doria; William Netchert (Chair)

I. CALL TO ORDER - FLAG SALUTE

Ia. SWEARING IN OF NEW ALUMNI REPRESENTATIVE TO THE BOARD OF TRUSTEES

New Student Alumni Representative, Sally Elwir, was sworn in. She will serve until the next Reorganization Meeting on November 26, 2023.

II. ROLL CALL

III. CLOSED SESSION - None

III. ELECTION OF OFFICERS - CHAIR, VICE CHAIR, SECRETARY AND TREASURER

Chair - William Netchert

Nominated by: Harold Stahl
Seconded by: Jeanette Peña

Vice Chair - Bakari Lee

Nominated by: Harold Stahl
Seconded by: Pamela Gardner

Secretary/Treasurer – Pamela Gardner

Nominated by: Harold Stahl
Seconded by: Jeanette Peña

Introduced by: Harold Stahl
Seconded by: Jeanette Peña

8 Ayes.....0 Nays Resolution Adopted

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

LOCATION (In Person and via Zoom)

December	-	No Meeting
January 16, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
February 13, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
March 12, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
April 16, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
May 14, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
June 11, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
July	-	No Meeting
August 13, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
September 10, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
October 8, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ
November 26, 2024	-	Mary T. Norton Board Room, 4th Floor, 70 Sip Avenue, Jersey City, NJ (Reorganization Meeting and 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 and via Zoom.

Introduced by: Jeanette Peña
Seconded by: Harold Stahl

8 Ayes.....0 Nays

Resolution Adopted

V. APPOINTMENT OF COMMITTEES – Chairman Netchert named the following members to standing and ad hoc committees of the Board of Trustees for 2024.

Executive Committee

William Netchert (Chair)
Bakari Lee (Vice Chair)
Pamela Gardner (Secretary/Treasurer)

Personnel Committee

Harold Stahl (Chair)
Edward DeFazio
Joseph Doria
Pamela Gardner

Academic and Student Affairs Committee

Pamela Gardner (Chair)
Sally Elwir, Student Alumni Representative
Frank Gargiulo
Roberta Kenny
Silvia Rodriguez

Capital Projects Advisory Committee

William Netchert (Chair)
Bakari Lee
Jeanette Peña
Harold Stahl

Finance Committee

Bakari Lee (Chair)
Edward DeFazio
Joseph Doria
Jeanette Peña

Foundation Liaison

Bakari Lee

College Commencement Committee

Bakari Lee
Sally Elwir, Student Alumni Representative

Ad Hoc Committees will be formed as needed.

VI. APPOINTMENT OF 2022-23 COUNSEL TO HUDSON COUNTY COMMUNITY COLLEGE

1. Resolution authorizing the renewal of Real Estate Counsel Services for 2023-24 to Connell Foley LLP of Jersey City, New Jersey, was approved.
2. Resolution authorizing a new contract for 2023-24 Redevelopment Legal Counsel Services to McManimon, Scotland & Baumann, LLC, was approved.*
3. Resolution authorizing the renewal of General Legal Counsel Services for 2023-24 to Scarinci Hollenbeck, LLC of Little Falls, New Jersey, was approved.

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

8 Ayes.....0 Nays

Resolutions Adopted

**Trustee Bakari Lee Abstained from Resolution # 2.*

VII. ADJOURN AND BEGIN REGULAR MEETING OF THE BOARD OF TRUSTEES

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

8 Ayes.....0 Nays

Resolutions Adopted

**Regular Meeting – Board of Trustees
Tuesday, November 21, 2023**

MINUTES

- I. CALL TO ORDER - FLAG SALUTE**
- II. ROLL CALL**
- III. COMMENTS FROM THE PUBLIC - None**
- IV. CLOSED SESSION – None**
- V. REPORTS**

1. Student Government Association President's Report

Student Government Association President, Lisa Camacho, offered the following report.

Good evening, Trustees, faculty, staff, and students. Here are the updates I have from the Student Government Association (SGA).

- SGA held a successful Glow-in-the-Dark Halloween party on Friday, October 27, with over 150 students and guests in attendance. Thanks to everyone from the Office of Student Life and Leadership, volunteers, and SGA members for making this event successful.

- On November 3, SGA assisted at the Noches de Bruja event at North Hudson Campus (NHC).
- SGA collaborated with the Film Club and Student Programming Board to host a Mid-Semester Night on November 10, which included karaoke, bracelet making, board games, and music. Over 50 students attended.
- SGA is planning for Winter Wonderland Festivals at both the North Hudson and Journal Square (JSQ) campuses on December 1 and December 8, respectively.
- A few members of SGA and I attended the New Jersey Student Governments Conference, held at Stevens Institute of Technology on November 12. There were several helpful workshops to learn insightful tips to help us improve.
- We made strides to advocate for students' complaints regarding the STEM Building food options and room temperature, which the Space and Facilities Committee is handling head-on.

This concludes the updates I have for you all pertaining to SGA. Now, I will update you on the other clubs and organizations.

Girls Who Code

- Noche de Brujas: Collaboration with Student Life & Leadership, SGA, Latin Society on November 3.
- Python Coding Workshops: Started November 8 and through November 29.
- GWC Connect: Virtual event hosted on November 16 by the organization they are partnered with, "Girls Who Code."

STEM Club

- Indoor Rock-Climbing event in collaboration with the Environmental and Chemistry Club on November 30.

American Chemical Honors Society

- Community College to the Pharmaceutical Industry hybrid event turnout was about 40 in person and more on Zoom.

Film Club

- Mid-Semester Night held on November 10.
- Traditions Around the Table multicultural event on November 16.
- Talent Show Night at NHC on November 17.

Student Programming Board

- De-Stress Mid-Semester Party celebrating after midterms in collaboration with SGA and Film Club.

Phi Theta Kappa - Beta Alpha Phi Chapter

- Blood Drive collected 37 units of blood from 52 registered donors. A collaboration with the nursing club.
- PTK Scholarship Workshop: 15-20 people were present. Collaborated with Alumni Rahim Salhi, English Assistant Professor Kathryn Buckley, and Financial Aid Associate Director Christine Peterson.
- Toy Drive in collaboration with the Nursing Club is currently ongoing.
- PTK Induction on November 17 with 120 new members.

Hudson County Community College Chorus (H4C)

- H4C Information Session was held on October 25 at NHC.

Business and Accounting Club

- Small Business Workshop Panel.

National Society of Leadership and Success (NSLS)

- Path to Induction Program started.
- KEEP ME WARM DRIVE is collecting gently used winter gear that will be donated to the Hoboken Shelter on December 5.

Model United Nations

- Hoboken Homeless Shelter Community Service
- Movie Night
- Club Recruitment Tabling Event
- Elementary School Room Painting

Psychology Club

- Guest talks
- Taking members to a Psychology event in New York
- Meditation time

Nursing Club

- Coffee with Nursing Students had a turnout of 16 students.
- Holiday Drive
- Baby Fair at Jersey City Medical Center (JCMC) with a turnout of six students.
- Trick or Treat with NICU at JCMC with a turnout of eight students.
- Blood Drive
- Thanksgiving Soup Kitchen/Giveback
- Nursing test-taking tips and strategies
- How to Document as a Nurse

Kultura Club

- Bingo Night held on October 6.
- Karaoke Night held on October 30.
- Two Grab-and-Go ube crinkle cookie recipe events, one at JSQ on November 16 at 1:00 p.m. and one at NHC on November 21 also at 1:00 p.m.

Active Minds

- Lego Mania Event on both campuses.
- Barbershop Event
- First and Second Meeting Open Forum
- Movie Night

Arts and Design Club

- Weekly Studio Sessions

The Latin Society

- Eight members attended the HACU National Conference.
- Let's Chat event is being planned for ESL students to speak English via Icebreakers.

This is all I have for you today. Thank you for listening, and have a great night and happy holidays!

Trustee Lee offered the following remarks.

Fantastic report. As always, Lisa, your presentation is impressive. Is there a faculty liaison or somebody that helps you guys?

Lisa Camacho offered the following remarks.

Yes. Our staff liaison is Angela Tuzzo, Associate Director for Student Life and Leadership. She works directly with all clubs and our Inter-Club Council representative on SGA.

2. All College Council Chair's Report

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

Hello Trustees,

It's good to see you all. Since we last met, some exciting events have happened at HCCC. We held our most recent All College Council (ACC) general meeting at the North Hudson Campus (NHC), which was very well attended. Thank you, Joe Caniglia and Raffi Manjikian, for helping to facilitate such a great meeting.

The Open House took place on November 4. Over 140 people attended, surpassing the attendance from the previous year. Additionally, the Aspiring Student Leadership conference was held on November 13 and was a great success!

At the end of October, on the Journal Square (JSQ) campus, there was the Hudson Helps Resource Center Fall Resource Fair with 259 people in attendance. Recently, it was Veterans Day on November 11, and I want to take this opportunity to thank Chris Komisarjevsky, formerly of the U.S. Air Calvary Division, for meeting with my students and colleagues to share his reflections and memories of his time serving our nation during the Vietnam War.

Many important things have been happening on campus as we head into the holiday season. And I will now provide a few more updates from the ACC committees:

- The Technology Committee is preparing for the January rollout of Fischer Identity and Course Dog. In addition, the Center for Online Learning (COL) will launch a generative AI professional learning community soon, as well as a self-paced course for faculty titled *Teaching with Artificial Intelligence*.
- The Student Affairs Committee reports that after hosting the successful Fall Resource Fair, they have been refocusing their efforts on student-parents and returning adult students. The committee also just concluded a week of raising awareness around hunger and homelessness. They screened documentaries, held trivia sessions, and hosted a food drive.
- The Development and Planning Committee continues to cultivate a culture of giving among staff, students, and alumni. To that end, the committee has been working on creating a marketing campaign centered around small donations making a significant impact. Giving Tuesday is approaching on November 28, for which the committee is planning a digital marketing campaign to drive donations. And, finally, the committee will be volunteering at the Gala on December 7.
- The Academic Senate formed subcommittees to move forward with an analysis of the College's Incomplete Policy and the College Wide Grade Scale. Both subcommittees are now in the process of meeting and should be looking to work more on these projects next semester.
- College Life is currently planning the employee holiday party, which will be held on Thursday, December 14 from 2:00 to 6:00 p.m. This year's theme is "Around the World." The steps for wellness

program is in its eighth week, with over 40 people participating. And, finally, the committee continues to do great work with Narcan training, with 25 people signed up for the next workshop.

- And Space and Facilities is happy to report that vending machines will soon be in the STEM building starting in the spring 2024 semester. The committee has also been working to secure lactation rooms for our student-parent population and zen/calm zones.

As I conclude our report and as we approach the Thanksgiving holiday, it's time to reflect on what we are thankful for here at HCCC, especially the level of student engagement and academic excellence. And I am personally thankful to everyone who made this speech possible, including all the committee members, Dr. Reber and the executive cabinet, Vice Chair Raffi Manjikian, and Secretary Sarah Teichman! We wish everyone a happy and healthy Thanksgiving!

Trustee Lee offered the following remarks.

You mentioned that the committees are refocusing on student parents again. What's below the surface of that? Can you also speak on AI?

Dr. Cody offered the following remarks.

The Student Life Committee had been dedicating efforts to the veteran population, parent population, and returning adult students. However, when I said redoubling their efforts, I meant there was a renewed focus on brainstorming new ideas on how to serve that population and enable them to succeed.

AI is something that faculty and administration need to deal with for better or for worse, and technologies are not inherently evil; they are neutral; it's how they are used. Our Director of the Center for Online Learning, Matthew LeBrake, has been a champion of enabling and empowering faculty members to use AI to teach in new and innovative ways, not so much to track down and penalize those who use AI, but rather to think of it as a new and exciting way to engage our students and help them continue to grow academically.

Trustee Peña offered the following remarks.

AI is still very underdeveloped, and you're right; it's inherently not evil, but it depends on who does the programming. So, we need to be aware of it and stay ahead of it.

3. President's Report

President Reber offered the following remarks.

Good evening, Trustees, colleagues, and students.

Before I begin, I ask you to join me in a moment of silence for all victims of wars in the Middle East, Russia and Ukraine, and victims of violence worldwide.

Moment of Silence

Thank you all. There's so much excitement here. In my entire career in higher education, I have never seen a higher level of engagement on campus as what you just heard about. You would think that a comprehensive community college in an urban setting without grass and common spaces would lack such engagement. But I've never seen a higher level of really positive engagement. This is another manifestation of this incredibly inspirational caring and committed college community.

On the issue of student parents, we are focused on continuous improvement around supporting the needs of student parents. We're currently engaged in a two-year project that is completely grant-funded by Generation Hope, a national nonprofit organization that is the thought leader for supporting student parents and helping make sure they achieve their goals and can remain enrolled in college. We have a

robust team of faculty, staff, and students involved in a program called FamilyU, which is sponsored by Generation Hope and involves four other colleges and organizations in the nation that were selected for this two-year project.

We have established goals to advance how we support students, including researching the efficacy of an on-campus child care center, grant funding, and other forms of partnerships, which Senior Vice President for Student Affairs and Enrollment Lisa Dougherty leads. She's also very much involved in FamilyU along with Hudson Helps Resource Center Director Katherine Morales, who's leading that project.

Chris and Lisa, thank you for your reports and your leadership.

On behalf of our entire HCCC community, it is a pleasure to welcome our 2023 Alumni Representative to the Board of Trustees, Sally Elwir. Sally is, of course, no stranger to this Board, having attended our meetings last year as Student Government Association President before she graduated last May as our 2023 Valedictorian. Sally is currently attending Fairleigh Dickinson University where she is pursuing a double major in criminal justice and political science. Concurrently, she works for our Office of Student Life and Leadership as an Events Assistant.

Welcome back to meetings of the Board of Trustees, Sally! We all look forward to your service on the Board during the coming year. Would you like to offer remarks?

Sally Elwir offered remarks.

I am honored to be in this position, and I plan on being engaged and bringing more alumni to the Board of Trustees meetings. It's important to be inclusive towards the students and alumni. The main focus is not to make it about me, but about the whole alumni and student population.

President Reber resumed his remarks.

Thanks so much, Sally!

Just before this meeting began, members of the HCCC Family participated in the College's annual "Hudson is Home! Employee Recognition Program." We celebrated employees throughout the College who were nominated by students and their peers for outstanding leadership, service, teaching, and accomplishments in eight categories. We thank Vice President for Human Resources Anna Krupitskiy, her exceptional team, and all who planned this event.

At this time of Thanksgiving, we thank our dedicated, caring, and talented colleagues who make possible the transformational opportunities offered to our students and community and the comprehensive, college-wide support of their success.

This evening, I have asked the Dean of Nursing and Health Professions, Dr. Catherine Sirangelo, to speak about recent accomplishments and initiatives in her School, including the recent full eight-year reaccreditation of the associate degree in nursing program, our pioneering participation and outcomes in the state's new "Pay it Forward" program, and others. Joining Cathy are Interim Director of Nursing, Dr. Lori Byrd; Instructor and Coordinator of the Personal Fitness and Exercise Science Program, Karen Hosick; and alumni, Cristal DeCastro and Ismail Griffin.

Welcome, everyone!

Dean Sirangelo, please take it away!

Dr. Catherine Sirangelo, Dr. Lori Byrd and Professor Karen Hosick presented on [Nursing Program](#), [Exercise Science and Personal Fitness Training Program](#) along with alumni testimonials.

Dr. Catherine Sirangelo offered opening remarks.

Thank you, President Reber, and good evening, trustees. It's my pleasure and honor to have served as the Dean for the School of Nursing and Health Sciences for many years, and I'm very happy that I have two people with me tonight who can present the unique nature of each of these programs. Dr. Lori Byrd for Nursing and Professor Karen Hosick from the Exercise Science Program, followed by alumni testimonials.

Dr. Lori Byrd offered the following remarks.

Good evening, honored guests. Thank you for having me present tonight about our Nursing Program. I have served as the Interim Director since February, and I've been with the Nursing Program since 2005.

A little overview of our Nursing Program: Students may complete the program with an Associate in Science degree that can take two years, 71 credits, 37 credits in general education courses, and 34 in nursing courses. Students can attend either the day, evening, or weekend division.

The Nursing Program maintains partnerships with a variety of constituents that promote excellence in nursing education, enhance the profession, and benefit the community. The Nursing Program partners with professional organizations and other academic institutions. To facilitate the advancement of nursing education, articulation agreements exist with the University of Phoenix, Montclair University, New Jersey City University, and Ramapo College. These agreements help our students transition into a four-year program where they can achieve their Bachelor of Science in Nursing (BSN) in a matter of 15 months instead of the traditional four years.

Our fall enrollment numbers show that we're a very diverse program that is representative of the community we serve.

At the end of the program, students take the National Council of Licensing Exam (NCLEX). This is an exam to certify our graduates are equipped as safe practitioners. The National Council of State Board of Nursing develops these exams to test the competencies of all nursing school graduates in the United States and Canada.

In April 2023, the exam changed to include Next Gen type questions because clinical judgment is the foundation of nursing practice. As of the third quarter of this year, the Nursing Program has a 94.8% passing rate.

We also introduced a new program, the New Jersey Pay It Forward program. This program provides zero-interest, no-fee loans for participants to enroll in high quality job training, especially those who may not have the savings to pay for training or credit history for a loan. Participants pay no upfront costs and receive living stipends and supportive services to help them succeed.

At this time, I would like to introduce Cristal DeCastro, who is one of our Pay It Forward students from our first class.

Cristal DeCastro offered remarks.

Good evening. My name is Cristal DeCastro. I recently graduated in spring 2023 from the Nursing Program while being honored with the Pay It Forward program. I'm a proud alumna of Phi Theta Kappa, National Society of Leadership and Success, and Diversity, Equity and Inclusion Student Passport Program.

I was asked how Pay It Forward helped me as a student. I have three words: peace of mind. It helped me with the Nursing Program because it's a very extensive program. It requires you to study a majority of your time and make sacrifices. Prior to the pandemic, my husband and I supported three kids, and when the pandemic hit, unfortunately, I was laid off. I thought optimistically and became a full-time student, full-time mom, and full-time wife. We experienced financial difficulties. That was the challenge for my family and Pay It Forward offered a way for me to be a debt-free student. Thanks to Financial Aid for being understanding and introducing me to Pay It Forward.

Every semester we would worry about where we are getting the funds. Only certain amounts can be covered for certain things with scholarships, but Pay It Forward covers it all and offers stipends. This program is amazing and whoever thought of this, God bless! I wish you continued success. Thank you.

Dr. Lori Byrd resumed remarks.

Thank you, Crystal.

Currently, we have 60 students enrolled in the Pay It Forward program. The Nursing Program is accredited by the Accreditation Commission for Education in Nursing, known as ACEN. They support the interest of nursing education, nursing practice, and the public by providing specialized accreditation for all levels of nursing education. In short, ACEN accreditation signifies quality in nursing education by fostering programs of excellence through a peer review process. The Nursing Program, as of this year, has received a full eight-year reaccreditation that we are proud of.

At this point, if you have any questions, I'll be happy to answer them for you.

Trustee Peña offered the following remarks.

What's next for these students, if they do want to pursue their master's degree or advanced Nursing? Do we have any MOUs with other colleges?

Dr. Lori Byrd responded.

Yes, we do, and we continue to strive to get more because some students want to go on for their BSN or a dual track of BSN and Master of Science in Nursing. I'm happy to say that some of our graduates have come back to be faculty members.

Thank you, everyone. Please have a happy, healthy Thanksgiving.

Professor Karen Hosick offered remarks.

Good evening, everyone. Thank you to Dr. Reber, Dr. Jones, Trustees, students, faculty, staff and colleagues. Thank you so much for the opportunity to speak with you tonight. My name is Karen Hosick. I am an Instructor and Program Coordinator of the Personal Fitness Training and Exercise Science Programs. I am in my fourth year here, but our programs are actually in their fifth year.

Here's a brief overview of our two programs. The first is our Personal Fitness Training Proficiency Certificate. This started as an academic certificate with 30 credits, and we found that our enrollment was decreasing, so we tried to keep up with market demand. We've turned it into a proficiency certificate at 16 credits in the past year. Thus far, it has been fairly successful. Students who enroll in this program are interested in becoming personal trainers. The goal is to help them pass the National Academy of Sports Medicine (NASM) Certified Personal Training exam. This is one of the premier certifications in personal training. It is very well recognized that most of our students can walk into any gym and be hired on the spot.

We also have an Exercise Science Associate of Science degree. This is a 60-credit program. We have eight program-specific courses, and the nice thing about this is that it's a stackable credential. For example, students who complete their proficiency certificate can have all 16 credits nest directly into the associate program.

With the National Personal Training Certification exam, our pass rate remained steady at one hundred percent. There is a dip in 2022 because one of our students received accommodations through our College, and, unfortunately, NASM did not accept the accommodation letter we provided. Therefore, the student could not obtain the accommodations he needed for that exam. He did not pass, and although he could retake it, he did not. So we did have one fail. Overall, our pass rate is 92, which, compared to the national average of 74, shows we're doing pretty well.

What can you do with a degree in exercise science? You can use your associates to work as a personal trainer or as a physical therapy aide. You can work as a wellness coach or work in corporate fitness. Most of our students use this as a stepping stone for further education. We do have an articulation agreement with NJCU accepting all 60 of our Exercise Science credits into their Exercise Science Program. We also have other students who go on to Montclair State, Kean, Saint Peter's, Stockton, William Patterson, and Rutgers University.

After obtaining the degree in Exercise Science, you can use that for Cardiac Rehab, transition into physical education, or be a strength and conditioning coach. Some of our students are also interested in pursuing their master's or even doctorate in athletic training and physical therapy. Our students have their sights set, not just here, but for the future and into graduate school.

Enrollment trends when the program started in the fall of 2018 were around 20 to 30. We were at our peak in the fall of 2019. Then, we all know what happened in the spring of 2020, which didn't affect us as much into the fall and spring, but not many new students enrolled in the program. We're almost back up to pre-pandemic levels in the past year, especially in exercise science. We're at 59 students compared to 65 students pre-pandemic.

Next, we will discuss the Tower and why we're excited about the new facility. In the Tower, on the third floor, there will be a new fitness, exercise, and science lab, a new exercise science classroom, and a fully functional fitness center. This fitness center is not just for my students but for the entire College campus.

There will be cardio equipment, weight machines, and all of the standard equipment for free weightlifting. A welcome desk and more for yoga mats and stretching flexibility would be in the middle. We're looking forward to having that space. Our Exercise Science Lab can only hold 12 students, but there is a class with 17 students. Sometimes, the student has to stagger or sit in the hallway, which is not conducive.

Another benefit of the program is hosting health and fitness pop-up events for students, faculty, and staff. Since the fall of 2019, these events have allowed our students to engage with the public to help them enhance their health, fitness, and wellness skills and techniques. This helps teach our students some of the soft skills in working with the population while helping improve the health and wellness of our community. Our Exercise Science and Personal Training students take the lead during these events, and I am there to supervise and ensure safety. Some topics we cover with our health and fitness screenings are blood pressure screenings, oxygen saturation, and resting heart rate. We assess cardio-respiratory fitness, flexibility, body composition, and muscular fitness. We've also done demonstrations of flexibility and different resistance training exercises.

This past spring, we took eight students to the American College of Sports Medicine Regional Conference in New York City. It was an excellent experience for them.

If you have any questions for me, I am happy to answer them.

Trustee Lee offered remarks.

Great presentation. I'm curious about the student who needed the necessary accommodation. Did we know beforehand that it would have been an impediment?

Karen Hosick responded.

It was an intellectual disability. The student excelled in all of our classes with the accommodations through our accessibility center. For accommodations, we require a particular document. However, these large corporations have an extensive list of necessary documentation. I tried to help this student gather all the documentation, but it was impossible. The student wanted to do it without the accommodations but needed extra time on the exam. Looking forward, we have students who need accommodations, and I will make them aware of what might be necessary to take that certification exam.

Trustee Peña offered remarks.

I can speak to that because my background is on the Child Study Team. Two things are needed: a cognitive assessment and an educational assessment, which can be pricey. When you're in school, Pre-K through 12, the school pays for it. Otherwise, it could be a costly amount of \$1,500 to get these assessments. Let's continue to have this conversation because I think that's something that we can provide to our students, even if it's an additional time of an extra 15 minutes. Students who are applying to law school and taking their LSAT could use those additional 15 minutes.

President Reber offered remarks.

On the agenda tonight is a recommendation to hire a new Director of Accessibility Services, who brings ten years of solid experience to get us to the next level in supporting our students.

Karen Hosick resumed her remarks.

Thank you so much. Without further ado, I present former student and alumnus Ismail Griffin. He graduated from our Exercise Science program in the spring of 2022.

Ismail Griffin offered remarks.

Hello, everyone. My name is Ismail Griffin. If you told me a few years ago I would have graduated summa cum laude with a degree in Exercise Science, I would not have believed you. Before coming to Hudson County Community College, I enrolled in college twice without success. My initial intentions when I first started college in 2013 weren't about continuing my education but more about being able to continue to play football. I've always been passionate about sports and fitness.

I was enrolled in the Exercise Science program, but it didn't grab my attention or interest and only lasted for about a year and a half. I was too focused on football, and my grades slipped. So, I transferred to my local community college in upstate New York, this time as a Physical Education Major. I struggled with classes and dropped out. I thought that college just wasn't for me. I worked full-time at a local factory until 2019 when I decided to get certified as a personal trainer. Then, I moved to Jersey City with my girlfriend for a fresh start and an attempt at a new career.

I worked at a gym for less than a year before COVID shut down the branch entirely, and I was left to start over again. I learned about the Community College Opportunity Grant and I applied for it. I decided to give college one last try.

I love being a personal trainer, but I want to have a better insight into how our bodies move and adapt to exercise and answers to my clients' questions. So, at the age of 28, I went back to school again. I was nervous because of my age and previous experiences, but all that disappeared once I met my professors. The program challenged me without being overwhelming, and the hands-on experience was invaluable. I learned how to measure strength, balance, and VO2 max and then practice those findings in the same parameters in the lab. This helped my studies and made me a better trainer, like when older clients asked me if it was safe for them to lift weights because of their age.

My time at Hudson County Community College provided me with an associate's degree and the confidence to continue pursuing higher education and become a business owner.

I went from having a 2.5 GPA in my previous colleges to joining the Honor Society, making the Dean's list, and graduating with a 3.9 GPA. I owe my current success to the time I spent here at Hudson County Community College, especially Professor Hosick.

Since graduating here, I have continued my studies at Rutgers University, and I have my sights set on eventually earning a Ph.D. in Exercise Science. I've also established my own in-home personal training

business, which will continue growing. My education and knowledge are a large part of what helps sell my services. I'm very grateful that I gave college one last try here.

I look forward to seeing how the Exercise Science program continues to grow in the future and provide even more opportunities for non-traditional students like myself.

Dr. Sirangelo offered closing remarks.

Thank you for your time. I'm very proud of the success of our programs. We make a difference. We all appreciate all that you do to support us. Happy Thanksgiving. Thank you.

Trustee Lee asked a question.

How is the Pay It Forward program funded?

Dr. Sirangelo responded to the question.

Pay It Forward is funded through Social Finance. It's a foundation. One of the principal partners is RWJ Barnabas Health, but there are others, including the State of New Jersey.

President Reber offered closing remarks.

We are one of three colleges in the State to qualify for Pay It Forward. Governor Murphy introduced the program here last August. Students can take advantage of zero-interest loans and they are forgiven if they don't achieve a certain salary level. Meanwhile, they are given a living stipend.

Thanks so much, Dr. Sirangelo, Dr. Byrd, Professor Hosick, Ms. DeCastro, and Mr. Griffin.

You make us all proud!

We all are looking forward to the College's 26th Annual Holiday Gala on Thursday, December 7 beginning at 6 p.m. in the Culinary Conference Center. Concurrently, we are celebrating the 40th anniversary of our Culinary Arts Institute.

We are delighted to honor Andrew Campbell, Founder and President of Eastern Millwork, Inc., one of the nation's top manufacturers of architectural woodwork for commercial, institutional, and corporate projects.

As you are aware, we have partnered with Eastern Millwork in a unique and highly successful and celebrated apprenticeship program that is now four years in the making, and growing.

As usual, our spectacular Gala will showcase our award-winning Culinary Arts programs and students.

This year, students in other academic areas will also offer displays of their work.

We thank Vice President Nicole Johnson, Dean Ara Karakashian, the faculty and students in our Culinary Arts program, our Foundation Directors, and others who are working very hard to make this a truly special evening for everyone!

Trustees, this concludes my report.

Have a safe and enjoyable Thanksgiving holiday, everyone!

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS:

1. *The Minutes of the Regular Meeting of October 17, 2023, were approved.*
2. *Gifts, Grants, and Contracts Report*

Hudson County Community College has received the following grants:

Title: Mental Health and Wellness Mini-Grant

Agency: New Jersey Council of County Colleges

Purpose of Grant: The grant aims to support campus-based mental health and wellness events designed to increase awareness about mental health and wellness and reduce stigma for students and other college community members.

College Administrator: Doreen Pontius

College Contribution: \$0

Award Amount: \$1,482.00

Title: College Readiness Now X

Agency: New Jersey Council of County Colleges

Purpose of Grant: The goal of College Readiness Now is to increase the number of college ready students in math and/or English.

College Administrator: Cristhian Altamirano

College Contribution: \$0

Award Amount: \$54,697.00

Title: Tree Planting Grants for NJ Public Schools, Colleges, and Universities

Agency: New Jersey Department of Environmental Protection (DEP)

Purpose of Grant: Renovation and new planting of trees on campus.

College Administrator: Ilya Ashmyan

College Contribution: \$0

Award Amount: \$217,400.00

Title: Gateway to Innovation

Agency: Citizens Philanthropic Foundation

Purpose of Grant: The Gateway to Innovation program is designed to achieve equitable workforce solutions.

College Administrator: Lori Margolin

College Contribution: \$0

Award Amount: \$25,000.00

Introduced by: Pamela Gardner
Seconded by: Jeannette Peña

8 Ayes.....0 Nays

Resolutions Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS 1-17:

1. Resolution Awarding Contract for Professional Architectural and Engineering Services for the Culinary Conference Center Building Roof to be funded through Chapter 12 at a cost not to exceed \$44,000 was approved.
2. Resolution Approving a Change Order to the Construction Contract for the North Hudson Campus Café to be funded through the American Rescue Plan (ARP) Grant in the amount of \$14,955.26 was approved.
3. Resolution Authorizing Purchase of Unified Communications as a Service (UCaaS) Platform to be funded from the operating budget at a cost not to exceed \$399,789 was approved.
4. Resolution Awarding Purchase of Student Recruitment and Engagement Platform to be funded from the operating budget at a cost not to exceed \$124,474 was approved.
5. Resolution Authorizing Agreement for Career Service Platform to be funded from the operating budget at a cost not to exceed \$6,500 was approved.
6. Resolution Authorizing Purchase of Specialty Food Products for Culinary Conference Center to be funded from the operating budget at a cost not to exceed \$85,0000 was approved.
7. Resolution Authorizing Purchase of Seafood Products for Culinary Conference Center to be funded from the operating budget at a cost not to exceed \$75,000 was approved.
8. Resolution Authorizing Purchase of Dairy Products for Culinary Conference Center to be funded from the operating budget at a cost not to exceed \$65,000 was approved.
9. Resolution Authorizing Purchase of Meat Products for Culinary Conference Center to be funded from the operating budget at a cost not to exceed \$65,000 was approved.
10. Resolution Awarding Renewal of Maintenance Agreement for Sharp Multifunctional Printers/Copiers to be funded from the operating budget at a cost not to exceed \$80,000 was approved.
11. Resolution Authorizing Renewal of Association of College and University Educators (ACUE) Partnership to be funded from the operating budget at a cost not to exceed \$50,000 was approved.
12. Resolution Authorizing Renewal of Staff and Faculty Monthly Parking at 808 Pavonia Avenue to be funded from the operating budget at a cost not to exceed \$126,000 was approved.
13. 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 to be funded from the operating budget at a cost not to exceed \$45,800 was approved.
14. Resolution Authorizing Renewal of Bloomberg Terminal Software to be funded by the Carl D. Perkins Grant at a total cost of \$110,000 was approved.
15. Resolution Authorizing Sponsorship of Annual Foundation Dinner to be funded from the operating budget at a cost not to exceed \$26,000 was approved.

16. Resolution Authorizing Approval of the 2023 Audit was approved.
17. Resolution Amending Resolution #1 from October 19, 2021 Board of Trustees Meeting, to be funded from the operating budget at an increase of \$16,228, was approved.

Introduced by: Bakari Lee
Seconded by: Harold Stahl

8 Ayes.....0 Nays

Resolutions Adopted

VIII. PERSONNEL RECOMMENDATIONS 1-8:

1. RESIGNATIONS

First Name	Last Name	Title	Effective Date
Ruthann	Kelman	College Lecturer	December 22, 2023

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

2. APPOINTMENT OF FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Alexandra	Bonano	Advancement Operations Manager	117	November 22, 2023	\$65,583.25
Malcolm	Kornegay	Senior Support Analyst, North Hudson Campus	112	November 27, 2023	\$51,573.44
Danielle	Lopez	Director of Diversity, Equity and Inclusion for Accessibility	119	December 11, 2023	\$107,000.00
Michelle	Paradies	Grant Project Director (Grant-funded)	117	December 1, 2023	\$80,000.00
Aaron	Patel	Support Analyst	111	November 27, 2023	\$50,198.47
Saudia	Reid	Director of Patron Services	117	November 24, 2023	\$74,000.00
Albert	Velazquez	Support Analyst	111	November 27, 2023	\$50,081.15

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

3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Denisse	Carrasco	Healthcare Coordinator, Gateway to Innovation (Grant-funded)	109	January 1, 2024	April 30, 2024	\$47,479.50
Jessica	Cortez	Academic Advisor	109	December 2, 2023	June 30, 2024	\$47,478.88
Laurice	Dukes	Associate Director, Gateway to Innovation (Grant-funded)	115	January 1, 2024	April 30, 2024	\$61,800.00

Regina	Espino	Receiving Clerk	102	January 3, 2024	June 30, 2024	\$38,000.00
Evani	Greene	Student Success Coach, Gateway to Innovation (Grant-funded)	109	January 1, 2024	April 30, 2024	\$47,479.50
Afrodita	Hernandez	Student Success Coach, Gateway to Innovation (Grant-funded)	109	January 1, 2024	April 30, 2024	\$47,479.50
Maria Lita	Sarmiento	Alumni Manager, Gateway to Innovation (Grant-funded)	112	December 1, 2023	April 30, 2024	\$57,768.58

RECOMMENDATION:

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

4. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY FOR SPRING 2024

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Elizabeth	Hallacy	Instructor, ESL (Non-tenure Track)	INST	January 18, 2024	\$55,434.92
Jasmine	Pascua	Instructor, Culinary (Non-tenure Track)	INST	January 3, 2024	\$55,434.92
Artur	Ujzdowski	Instructor, ESL (Non-tenure Track)	INST	January 18, 2024	\$55,434.92

RECOMMENDATION:

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

5. AUTHORIZATION OF PART-TIME STAFF THROUGH NOVEMBER 2024, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Luisa	Gomes	Academic Foundations, English	Office Assistant	OFFAST-101040	Elham Kamali
Deyanira	Flores	Accessibility Services	Notetaker/Reader	Reader-150525	Karine Davis
Aisha	Javed	Accessibility Services	Notetaker/Reader	Reader-150525	Karine Davis
Fatima	Javed	Accessibility Services	Notetaker/Reader	Reader-150525	Karine Davis
Sarah	Nesheiwat	Accessibility Services	Notetaker/Reader	Reader-150525	Karine Davis
Gabriele	Rosado	Accessibility Services	Notetaker/Reader	Reader-150525	Karine Davis
Asia	Abazeid	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Marystella	Ahmed	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara

Lisa	Bellan-Boyer	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Marta	Bialkowski	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Phill	Carrillo	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Rose	Dalton	ADJ Academic Support Services	Head Academic Mentor	MENTOR-252010	Kenny Fabara
Anthony	Davenport	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Ma Angelica	Dicioco	ADJ Academic Support Services	CTE Academic Coach and Tutor	CTE Academic Coach-601021; TUTOR-252010	Kenny Fabara
Natasha	Digenio	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Dalila	Djerroud	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Tahar	Dob	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Carlo-Angelo	Gochuico	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Matthew	Gomez	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Ernesto	Grassi	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Rose	Grimaldi	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Madelyn	Hoffman	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Athar	Javaid	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Michael	Lago	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Gustavo	Maia de Amorim	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Mark	McCarthy	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Yousef	Mustafa	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Olivia	Na	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Keith	Olkewicz	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Rafael	Osorio	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Dimarie	Pagan	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Dipali	Patel	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Saedel	Pensoy	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Laura	Robertson	ADJ Academic Support Services	Teaching Assistant	TEACHING ASSISTANT-252010	Kenny Fabara

Heba	Salem	ADJ Academic Support Services	Office Assistant	OFFAST-252010	Kenny Fabara
Selena	Suarez	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Shemia	Superville	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Sandra	Valanzola	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Marolla	Youakim	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Mariam	Zoair	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Isabelita	Zulueta	ADJ Academic Support Services	Tutor	TUTOR-252010	Kenny Fabara
Darius	Gilmore	Advancement	Office Assistant	PTOFAS-255010	Nicole Johnson
Andrea	Siegel	Advancement	Art Coordinator	PTACORD-255010	Nicole Johnson
William	Bird	Advisement	Advisor	ADVISOR-200510	Jenny Henriquez
Perla	De Aza Paniagua	Advisement	Office Assistant	OFFAST-200510	Jenny Henriquez
Lewis	Livesay	Advisement	Advisor	ADVISOR-200510	Jenny Henriquez
Kamelyn	Santos	Advisement	Office Assistant	OFFAST-200510	Jenny Henriquez
Reda	Agourram	College Libraries	PT Library Associate, Technology	PTLRTEC-150510	Jing Yang
Ely	Amaya	College Libraries	PT Library Associate	PTLRASO-150510	Miki DeLaFleur
Jaden	Antonacci	College Libraries	PT Library Associate	PTLRASO-150510	Miki DeLaFleur
Suaad Susannah	Aziz	College Libraries	PT Librarian	PTLRN-150510	John Hernandez
Sohir	Elgebily	College Libraries	PT Library Associate	PTLRASO-150510	Mary Ellen Piel
Justin	Epps	College Libraries	PT Library Associate	PTLRASO-150510	Miki DeLaFleur
Elliot	Erhunmwuosere	College Libraries	PT Library Associate, Technology	PTLRTEC-150510	Jing Yang
Samuel	Fernandez	College Libraries	PT Library Associate, Technology	PTLRTEC-150510	Jing Yang
Melissa	Franco	College Libraries	PT Library Associate	PTLRASO-150510	Lisa Bogart
Martha	Gawchik	College Libraries	PT Librarian	PTLRN-150510	John Hernandez
Sara	Haizoun	College Libraries	PT Library Associate	PTLRASO-150510	Miki DeLaFleur
Marjorie	Lora De La Rosa	College Libraries	PT Library Associate	PTLRASO-150510	Miki DeLaFleur
Mike	Luna	College Libraries	PT Library Associate	PTLRASO-150510	Lisa Bogart

Douglas	Mckeon	College Libraries	PT Librarian	PTLRN-150510	John Hernandez
Jeanette	Nelson	College Libraries	PT Library Associate	PTLRASO-150510	Mary Ellen Piel
Hussein	Odeh	College Libraries	PT Librarian	PTLRN-150510	John Hernandez
Wesley	Pena	College Libraries	PT Library Associate, Technology	PTLRTEC-150510	Lisa Bogart
Robert	Richard	College Libraries	PT Library Associate, Technology	PTLRTEC-150510	Jing Yang
Ashley	Rinaldi	College Libraries	PT Library Associate	PTLRASO-150510	Miki DeLaFleur
Kimberly	Romulus	College Libraries	PT Library Associate	PTLRASO-150510	Miki DeLaFleur
Vanessa	Soto	College Libraries	PT Librarian	PTLRN-150510	John Hernandez
Angelita	Tubungbanua	College Libraries	PT Library Associate	PTLRASO-150510	Miki DeLaFleur
Julieta	Veiga Da Souza	Communications	Office Assistant	OFFAST-254055	Jennifer Christopher
Marwa	Abdelaziz	Continuing Education and Workforce Development	PT Instructor	PTINST-102010 and PTINST-103005	Chastity Farrell; Catherina Mirasol
Andy	Abraham	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005 and HCINST-605020	Samaya Yashayeva; Anita Belle
Arefa	Ali	Continuing Education and Workforce Development	PT Customer Service	CSTAST-103005	Catherina Mirasol
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

Anthony	Campo	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
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; PT Instructor	HCINST-103005 and PTINST-102010	Samaya Yashayeva; 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
Carmen	Diaz	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Robert	Dowd	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Anass	Ennasraoui	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Edna	Fameux	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Beverly	Figueroa	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Herbert	Forsberg III	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Lilian	Francess	Continuing Education and	PT Instructor	PTINST-103005	Catherina Mirasol

		Workforce Development			
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
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
Johnstone	Libutsi	Continuing Education and Workforce Development	PT Healthcare Instructor and PT Instructor	HCINST-103005; PTINST-102010; PTINST-103005	Samaya Yashayeva; Chastity Farrell; Catherina Mirasol
Melissa	Molinero	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Jose	Montalvo	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Tatiana	Montesino Garcia	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
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

Samantha	Piedrahita	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Qamar	Raza	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Nanda Gopal	Reddy	Continuing Education and Workforce Development	PT Instructor	PTINST-603071	Anita Belle
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	Catherina Mirasol
Angelo	Soto	Continuing Education and Workforce Development	PT Healthcare Instructor	HCINST-103005	Samaya Yashayeva
Keith	Stith	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Djadj	Sylla-Samassa	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
George	Testa	Continuing Education and Workforce Development	PT Administrator	EWKADM-252010	Alexis Muniz
Artur	Ujzdowski	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Cynthia	Wilson	Continuing Education and Workforce Development	PT Instructor	PTINST-103005	Catherina Mirasol
Hany	Zaky	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell
Maria	Zaman	Continuing Education and	PT Instructor	PTINST-103005	Catherina Mirasol

		Workforce Development			
Rafaela	Rodriguez	Culinary Arts	Assistant	Assistant-101030	Ara Karakashian
Ian	Teeter	Culinary Arts	Receiving Clerk	101030-505455	Ara Karakashian
Jacqueline	Garcia	Early College Programs	Office Assistant	OFFASST-505410	Hope Guirantes
Salma	Chahiedine	English	Office Assistant, English	OFFAST-101040	Elham Kamali
Diego	Gonzalez	English	Office Assistant	OFFAST-101040	Elham Kamali
Jedediah	Palmer	English and ESL	PT Coordinator, ESL and AF English	PTCORDESLAF E-101035	Alison Wakefield
Kadiatou	Camara	Enrollment Services	Enrollment Services Assistant	ENRSUP-200525	Wajia Zahur
Richard	Charles	Enrollment Services	Enrollment Services Assistant	ENRSUP-200525	Wajia Zahur
Alisha	Lambert	Enrollment Services	Enrollment Support Assistant	ENRSUP-200525	Wajia Zahur
Rossella	Lopez	Enrollment Services	Enrollment Services Assistant	ENRSUP-200525	Wajia Zahur
Betsaida	Rosario	Enrollment Services	Enrollment Services Assistant	ENRSUP-200525	Wajia Zahur
Aya	Daoud	ESL	Lab Assistant	PTLABAS-601013	Alison Wakefield
Omnia	Daoud	ESL	Lab Assistant	PTLABAS-601013	Alison Wakefield
Christopher	Gabriel	ESL	ESL Academic Coach	ACDCOH-601013	Alison Wakefield
Erick	Gamero	ESL	ESL Academic Coach	ACDCOH-601013	Alison Wakefield
Casey	Healy	ESL	ESL Academic Coach	ACDCOH-601013	Alison Wakefield
Velia	La Garda Hoffman	ESL	ESL Academic Coach	ACDCOH-601013	Alison Wakefield
Victoria	Migochi	ESL	ESL Academic Coach	ACDCOH-601013	Alison Wakefield
Ciro	Romero	ESL	ESL Academic Coach	ACDCOH-601013	Alison Wakefield
Liana	Tabatadze	ESL	Lab Assistant	PTLABAS-601013	Alison Wakefield
Luisa	Carranza	ESL	Office Assistant	OFFAST-101035	Tahrier Ahmad
Betzabe	Reyes	ESL	Office Assistant	OFFAST-101035	Tahrier Ahmad
Keane	Cadogan	Facilities	Administrative Assistant	PTADAS-601505	Ilya Ashmyan
Jennifer	Ramirez	Finance/ Bursars	Account Receivable/ Bursar Clerk	PTACBUR-253015	Leslie Lang

Michelle	Cruz	Finance	Office Assistant	OFFAST-253015	Zuany Chicas
Kinza	Naveed	Finance	Office Assistant	OFFAST-253015	Zuany Chicas
Oliwia	Kozian	Hudson Helps Resources Center	Food Pantry Manager	PTRYMGR-603055	Katherine Morales
Janet	Nieto	Human Resource	Office Assistant, Onboarding	OFFAST-253020	Anna Krupitskiy
Sebastian	Suazo	Humanities and Social Sciences	Office Assistant	OFFAST-101020	Jacquelyn DeLemos
Jeet	Patel	Information Technology Services	PT Network Technician	PTNWTCH-253025	Hardik Sanghavi
Rutvik	Patel	Information Technology Services	Evening / Weekend PT Supervisor	POSNID-505455	Diana Perez
Dylan	Valencia	Information Technology Services	Instructional lab assistant	POSNID-253025	Diana Perez
Amani	Davidson	Information Technology Services	PT Support Analyst, JSQ	ITSSUP-253025	Kenneth Melewski
Sara	Haizoun	Library Resources Ctr	PT Library Associate	PTLRASO-150510	Miki DeLaFleur
Dauri	Abad Ramirez	Maintenance	Facilities Worker	PTFWK-300510	Mark Murray
Jason	Altilio	Maintenance	HVAC/ Maintenance Technician	PTHVAC-300510	Mark Murray
Elijah	Gerald	Maintenance	HVAC/ Maintenance Technician	PTHVAC-300510	Mark Murray
Aries	Gomes	Maintenance	Facilities Worker	PTFWK-300510	Mark Murray
Donald	Pace	Maintenance	HVAC/ Maintenance Technician	PTHVAC-300510	Mark Murray
Lawrence	Squicciarri	Maintenance	HVAC/ Maintenance Technician	PTHVAC-300510	Mark Murray
Apolinar	Velez	Maintenance	Facilities Worker	PTFWK-300510	Mark Murray
Luis	Reyes Alberto	North Hudson Campus	Office Assistant	OFFNHC-252030	Jason Figueroa
Natalie	Mejia	Student Financial Assistance	Office Assistant	OFFAST-200520	Sylvia Mendoza
Natalie	Betancourt	Student Life and Leadership	Event Assistant	PTEVAST-701000	Veronica Gerosimo
Joaziris	Polanco	Student Life and Leadership	Event Assistant	PTEVAST-701000	Veronica Gerosimo
Abou	Traore	Testing and Assessment	Testing Assistant/ Proctor	TASST-200530	Darlery Franco

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 5.*

6. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	School/Office
Prisca	Agombe	Adjunct Faculty, Business
Hilda	Concepcion	Adjunct Faculty, Business
Yun	Kim	Adjunct Faculty, Humanities and Social Sciences
Bianca	Schnarr	Adjunct Faculty, Business

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 6.*

7. MODIFICATIONS TO STAFFING TABLE

The following adjustments in position grades represent refinements to the new Employee Classification and Compensation System implemented last year.

Current Approved Title	New Title/Classification	Incumbent (If applicable)	Salary Grade and Salary Adjustment (If applicable)	Effective Date
Support Analyst	N/A	Mark Amaker	Salary Grade From: 107 To: 111 Salary From: \$42,317.30 To: \$49,985.73	December 1, 2023
Support Analyst	N/A	Anthony Deschamps	Salary Grade From: 107 To: 111 Salary From: \$43,065.30 To: \$51,223.07	December 1, 2023
Senior PC Technician	Senior Support Analyst	Lawrence Louie	Salary Grade From: 110 To: 112 Salary From: \$55,692.92 To: \$60,704.15	December 1, 2023
Data Network Administrator	N/A	Hardik Sanghavi	Salary Grade From: 112 To: 113 Salary From: \$63,943.74 To: \$67,595.54	December 1, 2023
Senior Audio-Visual Analyst	N/A	Willie Shirer	Salary Grade From: 110 To: 112 Salary From: \$51,938.29 To: \$56,129.84	December 1, 2023

The following adjustments represent additional and expanded responsibilities.

Current Approved Title	New Title/Classification	Incumbent (If applicable)	Salary Grade and Salary Adjustment (If applicable)	Effective Date
Vice President for External Affairs and Senior Counsel to the President	Vice President for External Affairs and Strategic Initiatives, and Senior Counsel to the President	Nicholas Chiaravalloti	Salary From: \$169,372.68 To: \$175,000	December 1, 2023
Vice President for Student Affairs and Enrollment	Senior Vice President for Student Affairs and Enrollment	Lisa Dougherty	Salary From: \$182,421.75 To: \$195,000	December 1, 2023

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 7.*

8. RESOLUTION TO APPROVE POLICIES ON STUDENT CODE OF CONDUCT AND INSTITUTIONAL DATA GOVERNANCE

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

WHEREAS, the President, Administration, and Personnel Committee recommend implementation of the Policies on Student Code of Conduct and Institutional Data Governance; and,

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

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

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

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

1) Resignation; 2) Appointment of Full-time Staff; 3) Appointment of Temporary Full-time Staff; 4) Appointment of Temporary Full-time Faculty; 5) Authorization of Part-time Staff, as Needed; 6) Appointment of New Hire Adjunct Instructors; 7) Modifications to Staffing Table; and 8) Resolution to Approve Policies on Student Code of Conduct and Institutional Data Governance.

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

8 Ayes.....0 Nays

Resolutions Adopted

Item VIII., Personnel
Attachment I
Resolution 7

Lisa Dougherty and Nicholas Chiaravalloti
Additional and Expanded Responsibilities
November 1, 2023

Lisa Dougherty

- Lead research of the efficacy of creating an on-campus child care center in collaboration with Vice President Nicholas Chiaravalloti, Generation Hope, and our Generation Hope FamilyU team. Research models, grants, and other partnership and funding opportunities for an on-campus child care center and/or models utilizing partnerships to link student and employee parents to high-quality and affordable child care.
- Lead the continued scale-up of Hudson Scholars resulting in the eventual full implementation of the four Hudson Scholars pillars to all students, including returning adult, online, part-time, culinary, and pre-nursing students. Continue to lead collaboration with the Professional Association to research and expand the Faculty Mentor component of this work.
- In collaboration with Vice President Nicholas Chiaravalloti, lead planning for space refinements in the new Tower to reflect changing circumstances and needs, including coordination of adequate space for the Hudson Helps Resource Center, University Center, etc.
- Lead planning and training for the One Stop Center in the new tower. Train staff to become generalists, working closely with supervisors and unions. Assume dotted-line supervisory responsibility for Bursar.
- In collaboration with Vice President Anna Krupitskiy, lead the development, evaluation, and continuous improvement of hybrid employee working models that reflect best practices nationally.
- In collaboration with North Hudson Campus Executive Director Joseph Caniglia, lead the expansion of support services at the North Hudson Campus as appropriate to meet the holistic needs of students.

Nicholas Chiaravalloti

- Lead the development of an Arabic/Southeast Asian Community Advisory Council similar in format to the Latino Advisory Council and African American Outreach Committee.
- In collaboration with Vice President for Academic Affairs Darryl Jones and Dean of Business, Culinary Arts, and Hospitality Management Ara Karakashian, lead the transition of catering services to involve students in the planning and delivery of catering, including work opportunities and field experiences integrated with Culinary and Hospitality academic programs.
- In collaboration with Vice President for Student Affairs Lisa Dougherty and her colleagues, research the efficacy of creating residential housing to accommodate students from outside the College's service area for niche programs such as Culinary, STEM, the arts, and others; and apartment or suite-style housing for international students.
- Publish a history of HCCC for promulgation and programming during the College's 50th anniversary celebration.

Item VIII., Personnel
Attachment II
Resolution 8

**INFORMATION TECHNOLOGY
INSTITUTIONAL RESEARCH AND PLANNING**

POLICY ON INSTITUTIONAL DATA GOVERNANCE

PURPOSE

The purpose of this Data Governance Policy is to ensure Hudson County Community College (“College”) has a framework for the effective management, protection, and responsible use of institutional data.

POLICY

The College and its Board of Trustees (“Board”) are committed to the accuracy, security, and integrity of the College’s data. This policy applies to all members of the College community, including faculty, students, administrators, staff, alumni, authorized guests, and independent contractors who have access to, handle, or interact with data assets.

The Board delegates to the President the responsibility to develop procedures and guidelines for the implementation of this policy. The Information Technology Services and Finance Office and The Office of Institutional Research and Planning will be responsible for implementing the procedures and guidelines developed for this policy.

Approved: November 2023

Approved By: Board of Trustees

Category: Information Technology and Institutional Research and Planning

Subcategory: Institutional Data Governance

Scheduled for Review: November 2025

Responsible Office: Information Technology and Institutional Research and Planning

Item VIII., Personnel
Attachment II
Resolution 8

STUDENT AFFAIRS

POLICY ON STUDENT CODE OF CONDUCT

PURPOSE

Hudson County Community College ("College") is committed to creating and maintaining a safe and inclusive learning environment. The Policy on Student Code of Conduct aims to ensure students uphold and advance HCCC's mission, vision, and values, conduct themselves responsibly and lawfully, and comply with College policies and procedures.

POLICY

The College and its Board of Trustees ("Board") are committed to establishing the highest standards of excellence for students. While participating in academic and student life (on-campus, remote, or online), students are expected to conduct themselves in a manner consistent with the College's values, serving as good citizens of the College and the broader community. Any student violating the Student Code of Conduct will be subject to disciplinary procedures outlined in the Student Handbook. In the case of alleged violations of state and/or federal statutes, the student may be reported directly to appropriate authorities. Students are expected to exercise integrity and sound judgment in all they do.

The Board delegates to the President the responsibility to develop procedures and guidelines for implementing this policy. The Office of the Dean of Student Affairs shall be responsible for implementing the procedures and guidelines developed for this policy.

Approved: November 2023

Approved by: Board of Trustees

Category: Student Affairs

Subcategory: Student Code of Conduct

Scheduled for Review: November 2025

Responsible Office: Dean of Student Affairs

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS 1-11:

1. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Hudson River Apiary Society (HRAS) was approved.
2. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Saint Peter's University (SPU) was approved.
3. Resolution Authorizing Amendment of Agreement Between Hudson County Community College (HCCC) and Robert Wood Johnson Health Network was approved.
4. Resolution Authorizing Renewal of Affiliation Agreement Between Hudson County Community College (HCCC) and The Rothman Orthopedic Institute for Clinical Experiences in Radiography was approved.
5. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Stanlaw Fitness for Internship Experiences in Personal Fitness Training and Exercise Science was approved.
6. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and New Jersey Reentry Corporation (NJRC) for Internship Experiences in Human Services and Addictions Counseling was approved.
7. Resolution Authorizing Affiliation Agreement Between Hudson County Community College (HCCC) and Comunidad Unida Rehabilitacion de Adictos for Internship Experiences in Human Services and Addictions Counseling was approved.
8. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Rutgers Youth Success Program (RYSP) within the Center for Advanced Infrastructure and Transportation (CAIT) at Rutgers, The State University of New Jersey was approved.
9. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Bridgeway Behavioral Health Services (BBHS) for the Delivery of a Phlebotomy Refresher Course for Nurses was approved.
10. Resolution Authorizing Partner Program Agreement Between Hudson County Community College (HCCC) and CompTIA was approved.
11. Resolution Authorizing Renewal of Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and The Medicine Woman was approved.*
12. Resolution Authorizing Renewal of Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Seraph and Sons, LLC was approved.*
13. Resolution Authorizing Renewal of Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Golden Door Dispensary, LLC was approved.*
14. Resolution Authorizing Renewal of Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and KushKlub NJ was approved.*
15. Resolution Authorizing Renewal of Agreement Between Hudson County Community College and New Jersey Reentry Corporation for the Provision of GED Instruction was approved.
16. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and SciTech Scity, LLC was approved.

17. Resolution Authorizing Renewal of Agreement Between Hudson County Community College (HCCC) and the International Brotherhood of Electrical Workers (IBEW) Local 164 was approved.
18. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and the New Jersey Council of County Colleges (NJCCC) for College Readiness Now X was approved.
19. Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Hudson County Schools of Technology (HCST) for Dual Credit Instruction in Computer Programmer, General was approved.
20. Resolution Authorizing Academic Calendar for Fall 2024 Term was approved.
21. Resolution Authorizing Modification to Number of Required Credits in Proficiency Certificates in Construction Administration, Construction Technology, and Health Science was approved.

Introduced by: Pamela Gardner
Seconded by: Roberta Kenny

8 Ayes.....0 Nays

Resolutions Adopted

**Trustee Jeanette Peña Abstained from Resolutions 11, 12, 13, 14.*

X. NEW BUSINESS - None

XI. ADJOURNMENT at 6:10 p.m.

Introduced by: Pamela Gardner
Seconded by: Jeanette Peña

8 Ayes.....0 Nays

Resolution Adopted

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

January 23, 2024

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Resolution Authorizing Technical Operations and Project Management Support Services for the Academic Tower

WHEREAS, Hudson County Community College ("College") requires the services of a professional consultant for project management support services for the construction of the Academic Tower ("Services"); and,

WHEREAS, pursuant to N.J.S.A. 18:64A-25.5 (a) (1), the Services are exempt from public bidding as they constitute an extraordinary unspecifiable service; 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 one (1) proposal in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
MAST Construction Services, Inc.	Little Falls, NJ	\$977,280

WHEREAS, the proposal submitted is within the College's budget for the purchase; and,

WHEREAS, after evaluating the proposal 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 experiences with College construction projects occurring over many years, as well as knowledge of the College's facilities and infrastructure; and,

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

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

WHEREAS, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend 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 the Services as described herein for a two (2) year term at a cost not to exceed \$977,280.

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

2. Resolution Authorizing Construction of Parking Stackers

WHEREAS, Hudson County Community College ("College") requires additional parking and has determined it is in the College's best interests to purchase parking stackers at the former 119 Enos Building lot; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5 (a) (10), the purchase of the parking stackers is exempt from public bidding as the parking stackers constitute specialized machinery or equipment of a technical nature, which will not reasonably permit the drawing of specifications, and the procurement thereof without advertising is in the public interest; and,

WHEREAS, the College solicited multiple proposals to provide the parking stackers; and,

WHEREAS, the College received the following proposals in response to its solicitation:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Parkmatic	Manhasset, NY	\$888,512
Park Plus	Fairview, NJ	\$1,176,260

WHEREAS, the College has been advised by its Design Professionals that the Parkmatic proposal will require additional design work that will increase the cost of the proposal; and,

WHEREAS, the College has concerns about the business structure and underlying companies that make up Parkmatic; and,

WHEREAS, Park Plus has the extensive experience needed for completion of the project and provided all information required in the College's solicitation; and,

WHEREAS, as a result of the above, the College has determined that the proposal submitted by Park Plus is in the best interests of the College, price and other factors considered; and,

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract for the parking stackers to Park Plus of Fairview, New Jersey, as described herein at a cost not to exceed \$1,176,260.

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

3. Resolution Authorizing Award of Custodial Services

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.1, et seq., Hudson County Community College ("College") held a public bid opening on December 15, 2023, for Custodial Services ("Services"); and,

WHEREAS, the College received eight (8) bids for Services as follows:

<u>Vendor</u>	<u>Location</u>	<u>Mark Up (%) Over Union Wages</u>
ABM	New York, NY	51.52%
ACB Services	Cream Ridge, NJ	40.5%
Cristi Cleaning Services	Hackensack, NJ	42.6%
Empire Facility Solutions	Brooklyn, NY	19.95%
Maverick Building Solutions	Jersey City, NJ	27.9%
Pritchard Industries	Florham Park, NJ	68.48%
S.J. Services, Inc.	Danvers, MA	39.9%
TUCS Cleaning Services, Inc.	Orange, NJ	31%

WHEREAS, the lowest numerical bid was submitted by Empire Facility Solutions ("EFC") with a bid of 19.95% over the applicable union wage rate; and,

WHEREAS, the bid submitted by EFC contained defects, including 1) EFC's failure to sign the bid bond, and 2) EFC's submission of a conditional consent of surety; and,

WHEREAS, the College has determined the defects with EFC's bid are material and not capable of being waived or cured; and,

WHEREAS, the next lowest numerical bid was submitted by Maverick Building Solutions, with a bid of 27.9% over the applicable union wage rate; and,

WHEREAS, the percentage markup is consistent with the prior contract; and,

WHEREAS, the anticipated term is three (3) years; 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 award of a contract for Services;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Hudson County Community College that the bid of EFC is rejected as it contains material non-waivable defects, including the defects set forth above.

BE IT FURTHER RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Maverick Building Services of Rutherford, New Jersey, for Custodial Services for the term of three (3) years and mark up amount of 27.9% over union wages.

BE IT FURTHER RESOLVED that the bid securities of all but the three lowest responsible bidders shall be returned, if requested.

BE IT FURTHER RESOLVED that the Board of Trustees of Hudson County Community College authorize the Administration to work with Counsel to make sure that the contract for Services is prepared and forwarded to Maverick Building Services, and that all documents required by the Services specifications are obtained.

BE IT FURTHER RESOLVED that upon receipt of the executed contract, and the approval of Maverick Building Services performance bond, the bid securities of the remaining bidders be returned.

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

4. Resolution Authorizing Renewal of Nutanix Software

WHEREAS, Hudson County Community College ("College") needs to renew its Nutanix Software license that provides support for Virtual Desktop Infrastructure ("VDI") classroom systems and servers; and,

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

WHEREAS, Aspire Technology Partners (State Contract NJEdge #00278834) has submitted a proposal for the software license renewal at a cost not to exceed \$175,197, which represents no 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 this award;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Aspire Technology Partners of Eatontown, New Jersey, to provide the software license as described herein for a two (2) year term at a cost not to exceed \$175,197.

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 Consultation Services for Latino Outreach

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

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

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

WHEREAS, the College received the following proposal in response to the RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Atabey Consulting Group	Wyckoff, NJ	\$72,000

WHEREAS, the College has determined that the proposal submitted by Atabey Consulting Group is in the best interests of the College, price and other factors considered; and,

WHEREAS, there is 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 purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College award a contract to Atabey Consulting Group of Wyckoff, New Jersey, to provide Latino Outreach consultation services as described herein for a one (1) year term at a cost not to exceed \$72,000.

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

6. Resolution Authorizing IT and Data Installation at the North Hudson Campus to be Funded by the Federal Earmark Grant

WHEREAS, Hudson County Community College ("College") needs to purchase and install seven (7) ITV systems ("Services") requiring data and electrical services at the North Hudson Campus for remote work and instruction; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.1, et seq., Hudson County Community College ("College") held a public bid opening on December 7, 2023, for the Services; and,

WHEREAS, the College received two (2) bids as follows:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Sal Electric	Jersey City, NJ	\$90,560
Technotime Business Solutions, LLC	West Caldwell, NJ	\$67,485

WHEREAS, the College has determined that the proposal submitted by Technotime Business Solutions, LLC ("TBS") is in the best interests of the College, price and other factors considered; and,

WHEREAS, the cost of these services will be funded from the Federal Earmark 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 Technotime Business Solutions, LLC of West Caldwell, New Jersey, to provide the services described herein at a cost not to exceed \$67,485.

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

7. Resolution Modifying the Project to Purchase and Install Camera Kits Necessary for the Technology Upgrades in the Gabert Library to be Funded by the Securing Our Children's Future Bond Act (SOCFBA)

WHEREAS, at its June 8, 2021 meeting, the Hudson County Community College Board of Trustees authorized the purchase of the equipment and services necessary for the technology upgrades in connection with the College's grant received under New Jersey's Securing Our Children's Future Bond Act ("SOCFBA"); and,

WHEREAS, pursuant to this authorization, the College purchased and installed technology in the Culinary and STEM buildings, and the college has not used all of the existing funding under SOCFBA; and,

WHEREAS, with permission of the Secretary of Higher Education for New Jersey, the College needs to modify the SOCFBA project to include a technology upgrade for the Gabert Library Atrium and Gallery; and,

WHEREAS, the setup will include camera kits, ceiling microphones, flat screen displays, control racks with connected wireless tablets and the installation thereof including room navigator with Smart Net, from Aspire Technology Partners (New Jersey State Contract # A87720) at a cost not to exceed \$545,710 in order to allow remote participation of guest artists, designers, art directors, curators, museum and gallery design professionals with HCCC CTE Arts students, and allowing CTE students to learn to create and format digital content; and,

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.9, the purchase of the items above was not required to be publicly bid since they were purchased under a State Contract; and,

WHEREAS, the purchase is being funded from the Securing Our Children's Future Bond Act (SOCFBA) with 25% matching funding and any overages from the College operating budget;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College approve the modified project to add technology to the Gabert Library Atrium and Gallery, including the purchase and installation of the camera kits and other technology equipment from Aspire Technology Partners, Eatontown, New Jersey, as described herein at a cost not to exceed \$545,710.

BE IT FURTHER RESOLVED that the cost of the project is to be funded through the SOCFBA, with 25% matching funds from the College and any cost overages beyond the approved bond amount to be paid by the College through its operating budget.

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Finance Committee as outlined above in **Item VII., Fiscal, Administrative, Lease and Capital Recommendations 1-7.**

1) Resolution Authorizing Technical Operations and Project Management Support Services for the Academic Tower; 2) Resolution Authorizing Construction of Parking Stackers; 3) Resolution Authorizing Award of Custodial Services; 4) Resolution Authorizing Renewal of Nutanix Software; 5) Resolution Authorizing Renewal of Consultation Services for Latino Outreach; 6 Resolution Authorizing IT and Data Installation at the North Hudson Campus to be Funded by the Federal Earmark Grant; and 7) Resolution Modifying the Project to Purchase and Install Camera Kits Necessary for the Technology Upgrades in the Gabert Library to be Funded by the Securing Our Children's Future Bond Act (SOCFBA).

INTRODUCED BY: Bakari Lee

SECONDED BY: Harold Stahl

DATE: January 23, 2024

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

9 Aye 0 Nay

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

Alexa Riano
Signature of Recorder

01/23/2024
Date

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

January 23, 2024

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

First Name	Last Name	Title	Effective Date
Candice	Peterson	Administrative Assistant, Office of Diversity, Equity and Inclusion	December 15, 2023
Kathleen	Smith-Wenning	Director of Health-Related Programs	January 12, 2024

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

2. APPOINTMENT OF FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Ryan	Brady	Academic Counselor, Hudson Scholars Program	113	January 3, 2024	\$61,696.32
Serina	Gonzalez	Student Experience Communications Specialist	109	January 17, 2024	\$50,743.15
Shaheedah	Johnson	Academic Counselor, Hudson Scholars Program	113	January 3, 2024	\$61,696.32
Amaalah	Ogburn	Director of Faculty and Staff Development	117	January 17, 2024	\$75,000.00
Josianne	Payout	Director of Benefits and Compensation	117	January 17, 2024	\$93,128.22
Shamina	Scriven	Academic Counselor, Hudson Scholars Program	113	January 3, 2024	\$70,804.08
Connie	Silletti-Cafaro	Academic Counselor, Hudson Scholars Program	113	January 3, 2024	\$61,696.32

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

3. APPOINTMENT OF TEMPORARY FULL-TIME STAFF

First Name	Last Name	Title	Salary Grade	Effective Date	Anticipated End Date	Annual Salary
Natalie	Brown	Internship Coordinator (Grant-funded)	109	January 17, 2024	December 31, 2024	\$51,628.20
Gabriel	Cisneros	Patient Care Technician Training Specialist (Grant-funded)	117	January 16, 2024	April 15, 2024	\$81,480.00
Anne	Hutchinson	Librarian	113	January 1, 2024	August 31, 2024	\$53,000.00
Rossella	Lopez	Admissions Advisor	109	January 8, 2024	April 12, 2024	\$47,202.93
Megha	Sanghavi	Accounts Payable Officer	112	January 16, 2024	April 31, 2024	\$52,000.00

RECOMMENDATION:

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

4. APPOINTMENT OF TEMPORARY FULL-TIME FACULTY FOR SPRING 2024

First Name	Last Name	Title	Salary Grade	Effective Date	Annual Salary
Troy A.	Burris	Instructor, ESL (Non-tenure Track)	INST	January 17, 2024	\$56,320.00
Robert	Maurer	Instructor, Culinary (Non-tenure Track)	INST	January 17, 2024	\$56,320.00

RECOMMENDATION:

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

5. AUTHORIZATION OF PART-TIME STAFF THROUGH JANUARY 2025, AS NEEDED

FIRST NAME	LAST NAME	DEPARTMENT	TITLE	POSITION ID	SUPERVISOR
Alnoor	Cheema	Academic Support Services	Tutor	TUTOR 11-252010-505460	Kenny Fabara
Kevin	Lata	Academic Support Services	Tutor	TUTOR 11-252010-505460	Kenny Fabara
Gabriel	Manaois	Academic Support Services	Office Assistant	TUTOR 11-252010-505460	Kenny Fabara
Montaha	Osman	Academic Support Services	Tutor	TUTOR 11-252010-505460	Kenny Fabara
Maria	Soliman	Academic Support Services	Tutor	TUTOR 11-252010-505460	Kenny Fabara
Amreen	Fatima	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Ciara	Umali	Accessibility Services	Notetaker/Reader	READER-150525	Karine Davis
Nisrine	Mraihiy	Advisement and Counseling	Office Assistant	OFFAST-200510	Brianna Casagrande
Samantha	Alvarez	College Libraries	Part Time Library Associate	PTLRASO-150510	Lisa Bogart
Adefolarin	Bolaji	Continuing Education and Workforce Development	PT Instructor	PTINST-603093	Chastity Farrell/Catherina Mirasol
Sophia	Brooks	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell/Catherina Mirasol
Anthony	Campo	Continuing Education and Workforce Development	PT Instructor	PTINST-603076	Chastity Farrell/Catherina Mirasol
Denise	Dubron	Continuing Education and Workforce Development	PT Instructor	PTINST-603093	Chastity Farrell/Catherina Mirasol

Angela	Lenzi	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell/Catherina Mirasol
Lilian	Martinez	Continuing Education and Workforce Development	PT Coordinator	PTCORD-103005	Chastity Farrell/Catherina Mirasol
Marjorie	Taylor	Continuing Education and Workforce Development	PT Instructor	PTINST-102010	Chastity Farrell/Catherina Mirasol
Jessica	Paredes	Culinary Arts	Receiving Clerk	RECLERK-101030	Ara Karakashian
Anuchit	Pukdeedamrongrit	Culinary Arts	PT Additional Assignment	PTAACAI-101030	Ara Karakashian
Tonja	Webb	Culinary Arts	PT Additional Assignment	PTAACAI-101030	Ara Karakashian
Teraimee	Wilson	Culinary Arts	PT Receiving Clerk	RECLERK-101030	Ara Karakashian
Wagida	Abdelhalim	English as a Second Language	Academic Coach	AC-601013	Alison Wakefield
Khulud	Adem	English as a Second Language	ESL Academic Coach	AC-21-601013	Alison Wakefield
Darius	Gilmore	English as a Second Language	Academic Coach	AC-601013	Alison Wakefield
Johanna	Mejia	English as a Second Language	Academic Coach	AC-601013	Alison Wakefield
Angel R.	Ramos	English as a Second Language	Academic Coach	AC-601013	Alison Wakefield
Mariam	Zoair	English as a Second Language	Academic Coach	AC-601013	Saliha Yagoubi
Anthony Michael	Molinero	Facilities	HVAC Mechanic	PTHVAC	Ilya Ashmyan
Ciani	Harper	Humanities and Social Sciences	Part-Time Figure Model	OFFAST-101025	Laurie Riccadonna
Michael	Heffez	Humanities and Social Sciences	Part-Time Figure Model	OFFAST-101025	Laurie Riccadonna
Louisa	Krupp	Humanities and Social Sciences	Part-Time Figure Model	OFFAST-101025	Laurie Riccadonna
Marangely	Rivera	Humanities and Social Sciences	Office Assistant	OFFAST-101020	Jacqueline Delemos
Andrew	Shellington	Humanities and Social Sciences	Oral History Project Intern	INTERN	Sean Egan/ Antonio Acevedo
Aubrey	Zich	Humanities and Social Sciences	Part-Time Figure Model	OFFAST-101025	Laurie Riccadonna
Geovanny	Altamirano	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Sarthak	Gohel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Gabriel	Lopez	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Juliana Paula	Lucila	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez

Neel	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Jainika	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Mili	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Nil	Patel	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Rahul	Patel	Information Technology Services	Evening/ Weekend PT Supervisor	ISTLAB-253025	Diana Perez
Eduardo	Rivera	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Sylus	Sylus Salgado	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Caren	Urena	Information Technology Services	Instructional Lab Assistant	ISTLAB-253025	Diana Perez
Jose M.	Rivera	Mental Health Counseling and Wellness	Intake Specialist	PT Intake Specialist (Grant-funded)	Doreen Marie Pontius
Helen	Alarcon	Nursing and Health Professions	Skills Lab Instructor	Skills Lab Instructor	Lori Byrd
Awa	Gueye	Nursing and Health Professions	Office Assistant	OFFAST-101016	Tess Wiggins
Dhrumi	Shah	Nursing and Health Professions	Office Assistant	OFFAST-101017	Lori Byrd
Darshaine	Ramdat	Nursing and Health Professions (Radiography)	Office Assistant	PTOFFAST-101018	Kathleen Rodriguez
Luis	De La Cruz	STEM	BIO Lab Assistant	BIO Lab Assistant	Faiza Fayyaz
Haley	Puynko	STEM	Office Assistant	OFFAST-101015	Burl Yearwood
Haley	Puynko	STEM	Office Assistant	OFFAST-101015	Burl Yearwood
Kaishena	Shiwnaryan	Testing and Assessment	Testing Assistant/Proctor	TASST-200530	Darlery Franco

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 5.

6. APPOINTMENT OF NEW HIRE ADJUNCT INSTRUCTORS

First Name	Last Name	School/Office
Limas	Forte	Business, Culinary Arts, and Hospitality Management
Floyd	Jarvis	Business, Culinary Arts, and Hospitality Management
Nicole	Collette	English and ESL
Mahshad	Davoodifard	English and ESL
Donnell E.	Griffith Jr.	English and ESL
Spencer	Mayo	English and ESL

Laura	Nivar	English and ESL
Yahya	Ward	English and ESL
Kevin	Wong	English and ESL
Niya	Baraka	Humanities and Social Sciences
Stephanie	Brown Tarnowski	Humanities and Social Sciences
Richard	Buchanan	Humanities and Social Sciences
Victor	Llerena	Humanities and Social Sciences
Janice	Marsili	Humanities and Social Sciences
Yoshimi	Valentine	Humanities and Social Sciences
Daniella	Dyevoich	Nursing and Health Professions
Tanya	Green	Nursing and Health Professions
Nancy	Habeb	Nursing and Health Professions
Ruthann	Kelman	Nursing and Health Professions
Ijemoa	Onyeagocha	Nursing and Health Professions
Carina	Santos	Nursing and Health Professions
Kathleen	Smith-Wenning	Nursing and Health Professions
Ethel	Yesli	Nursing and Health Professions
Ahmad	AlHalwani	Science, Technology, Engineering, and Mathematics
Raymond	El-Khoury	Science, Technology, Engineering, and Mathematics
Antonio	Quinlan	Science, Technology, Engineering, and Mathematics

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 6.*

7. **MODIFICATIONS TO STAFFING TABLE**

The following adjustments in position grades represent refinements to the new Employee Classification and Compensation System.

<i>Current Approved Title</i>	<i>New Title/Classification</i>	<i>Incumbent (If applicable)</i>	<i>Salary Grade and Salary Adjustment (If applicable)</i>	<i>Effective Date</i>
Administrative Support Specialist, Testing and Assessment	Testing and Assessment Coordinator	Ana Cabrera	Salary Grade From: 105 To: 109 Salary Adjustment From: \$52,319.36 To: \$ 62,214.70	January 16, 2024
Support Analyst	N/A	Manuel Lendorf	Salary Grade From: 107 To: 111 Salary Adjustment From: \$46,338.36 To: \$49,293.23	December 1, 2023
Coordinator, NJBIA (Grant-funded)	Training Coordinator, Continuing Education and Workforce Development (Grant-funded)	Laura Riano	N/A	January 16, 2024

The following adjustments represent additional and expanded responsibilities.

Current Approved Title	New Title/Classification	Incumbent (If applicable)	Salary Grade and Salary Adjustment (If applicable)	Effective Date
Associate Vice President for Continuing Education and Workforce Development	N/A	Lori Margolin	Salary Adjustment From: \$154,467.04 To: \$159,467.04	January 16, 2024

RECOMMENDATION:

The President, Administration, and Personnel Committee recommend that the Board of Trustees approve the Staffing Table Modifications listed above as Personnel Recommendation Item No 7.

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, Administration, and Personnel Committee as outlined above in **Item VIII., Personnel Recommendations 1-7.**

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

INTRODUCED BY:

Pamela Gardner

SECONDED BY:

Harold Stahl

DATE:

January 23, 2024

DeFazio, Edward

AYE

Doria, Joseph

ABSENT

Gardner, Pamela

AYE

Gargiulo, Frank

AYE

Kenny, Roberta

AYE

Lee, Bakari

AYE

Peña, Jeanette

AYE

Rodriguez, Silvia

AYE

Stahl, Harold

AYE

Netchert, William, Chair

AYE

9 Aye 0 Nay

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

Alexa Riano
Signature of Recorder

01/23/2024
Date

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

January 23, 2024

IX. ACADEMIC AND STUDENT AFFAIRS RECOMMENDATIONS

1. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and New Jersey City University (NJCU) for the CONNECT Program

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

WHEREAS, Hudson County Community College (“College”) offers credit-bearing academic degree and certificate programs (“Programs”); and,

WHEREAS, one goal of these Programs is the successful transfer of students to a four-year university to pursue baccalaureate degrees; and,

WHEREAS, New Jersey City University (“NJCU”) offers baccalaureate degree programs in fields that align with the College’s Programs; and,

WHEREAS, the College seeks to enter into a Memorandum of Understanding (“MOU”) with NJCU to jointly offer the CONNECT Program whereby students who earn an associate degree at the College will be able to transfer seamlessly into mutually-agreed-upon baccalaureate degree programs at NJCU and, among other benefits, will receive robust advisement from each institution; 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 MOU; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of this Memorandum of Understanding;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and New Jersey City University, retroactive to December 11, 2023.

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

2. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Hudson Pride

WHEREAS, Hudson County Community College (“College”) is committed to providing its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility; and,

WHEREAS, in service of its mission, the College provides mental health and wellness counseling for its students, and in recognition of its commitment to providing students with mental health and wellness supports, the College has been awarded the Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant (“Grant”) from the Office of the Secretary of Higher Education; and,

WHEREAS, one objective of the Grant is to create sustainable and strategic local partnerships that provide students with quality mental health resources on campus and throughout the surrounding community; and,

WHEREAS, in alignment with this objective, the College seeks to enter into a Memorandum of Understanding ("MOU") with Hudson Pride; and,

WHEREAS, this MOU will remain in effect from January 17, 2024 through July 15, 2026 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 MOU between Hudson County Community College and Hudson Pride;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and Hudson Pride, effective January 17, 2024.

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

3. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care

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

WHEREAS, in service of its mission, the College provides mental health and wellness counseling for its students, and in recognition of its commitment to providing students with mental health and wellness supports, the College has been awarded the Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant ("Grant") from the Office of the Secretary of Higher Education; and,

WHEREAS, one objective of the Grant is to create sustainable and strategic local partnerships that provide students with quality mental health resources on campus and throughout the surrounding community; and,

WHEREAS, in alignment with this objective, the College seeks to enter into a Memorandum of Understanding ("MOU") with Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care; and,

WHEREAS, this MOU will remain in effect from January 17, 2024 through December 31, 2026 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 MOU between Hudson County Community College and Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care, effective January 17, 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 Agreement Between Hudson County Community College (HCCC) and Hudson County Schools of Technology (HCST) for Culinary Arts Dual Instruction

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

WHEREAS, the College desires to enter into an Agreement ("Agreement") with Hudson County Schools of Technology ("HCST") for the delivery of dual credit instruction in Culinary Arts; and,

WHEREAS, the term of the Agreement is July 1, 2023 through June 30, 2024 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 this Agreement between Hudson County Community College and Hudson County Schools of Technology;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Agreement between Hudson County Community College and Hudson County Schools of Technology, retroactive to July 1, 2023.

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

5. Resolution Authorizing Amendment to Existing Agreement Between Hudson County Community College (HCCC) and Montclair State University (MSU) for Academic Pathways in Nursing

WHEREAS, Hudson County Community College ("College") and Montclair State University ("MSU"); collectively, the Parties ("Parties"), entered into a Transfer Articulation Agreement that was executed on April 3, 2019 (the "Agreement"); and,

WHEREAS, the Parties desire to amend certain provisions of the Agreement whereby the amended provisions are applicable to all new and transfer students entering MSU's Bachelor of Science in Nursing (BSN) degree program for the first time in fall 2023; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the amended Agreement between Hudson County Community College and Montclair State University;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this amended Agreement between Hudson County Community College and Montclair State University, effective upon the date of last signature.

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

6. Resolution Authorizing Renewal of Agreement Between Hudson County Community College (HCCC) and RWJ Barnabas Health, Inc. of New Jersey for a Collaborative Associate of Applied Science Degree Program in Pre-Hospital Medicine: Paramedic Science

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

WHEREAS, Hudson County Community College is a New Jersey community college offering educational opportunities leading to certificates and associates in science degrees; and,

WHEREAS, RWJ Barnabas Health, Inc. of New Jersey (“RWJBH”) has broad responsibilities for the education of emergency medical personnel; and,

WHEREAS, the College and RWJBH recognize that there is a need for Paramedics both in the areas served by Hudson County Community College, RWJBH, and the State as a whole; and,

WHEREAS, the College and RWJBH wish to renew their Agreement to develop a collaborative Associate in Applied Science degree program for the education of paramedics that is designed to build on the strengths and capacities of the participating institutions; and,

WHEREAS, the term of the Agreement is for two (2) years 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 renewal of this Agreement between Hudson County Community College and RWJ Barnabas Health, Inc. of New Jersey;

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 RWJ Barnabas Health, Inc. of New Jersey, effective upon the date of last signature.

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

7. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Mana Contemporary

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

WHEREAS, Mana Contemporary shares this vision as it aspires to support the arts, culture, and culinary endeavors in Hudson County as well as the College community; and,

WHEREAS, the College seeks to enter into a Memorandum of Understanding (“MOU”) with Mana Contemporary, whereby the College and Mana Contemporary will work collaboratively to provide student work-experience opportunities and other training opportunities; offer workshops; support mutually beneficial business arrangements; collect and share data; participate in grant-funded programs; offer events; and leverage resources for the promotion of each organization; and,

WHEREAS, this MOU will remain in effect for two (2) years 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 MOU between Hudson County Community College and Mana Contemporary;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and Mana Contemporary, effective January 17, 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.

8. Resolution Authorizing Amended and Restated Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Hudson County Economic Development Corporation (HCEDC) for an Internship Coordinator

WHEREAS, Hudson County Community College ("College") and the Hudson County Economic Development Corporation (the "HCEDC"); collectively, the Parties ("Parties"), entered into a Memorandum of Understanding effective March 1, 2022 (the "MOU"); and,

WHEREAS, the Parties desire to amend certain provisions of the MOU to jointly launch and operate an Internship Program through which the College and the HCEDC will collaboratively support entrepreneurs and small businesses in Hudson County, the College's students, and the broader Hudson County community; and, whereby, an Internship Coordinator is necessary to manage the Internship Program; and,

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the amended and restated MOU between Hudson County Community College and the Hudson County Economic Development Corporation;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this amended and restated Memorandum of Understanding between Hudson County Community College and Hudson County Economic Development Corporation, effective upon the date of last signature.

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

9. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)

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

WHEREAS, the College desires to enter into a Memorandum of Understanding ("MOU") with the NJ Administrative District Council of Bricklayers and Allied Craftworkers ("BAC"), whereby BAC members will be able to earn credit for prior learning towards academic pathways in Construction Management; and,

WHEREAS, the term of the Agreement renewal is three (3) years 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 MOU between Hudson County Community College and the NJ Administrative District Council of Bricklayers and Allied Craftworkers;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and

the NJ Administrative District Council of Bricklayers and Allied Craftworkers, effective upon the date of last signature.

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

10. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Eastern Atlantic States Regional Council of Carpenters (EASRCC)

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

WHEREAS, the College desires to enter into a Memorandum of Understanding ("MOU") with the Eastern Atlantic States Regional Council of Carpenters ("EASRCC"), whereby EASRCC members will be able to earn credit for prior learning towards academic pathways in Construction Management; and,

WHEREAS, the term of the Agreement renewal is three (3) years 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 MOU between Hudson County Community College and the Eastern Atlantic States Regional Council of Carpenters;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and the Eastern Atlantic States Regional Council of Carpenters, effective upon the date of last signature.

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

11. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the International Brotherhood of Electrical Workers (IBEW) Union, Local 102

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

WHEREAS, the College desires to enter into a Memorandum of Understanding ("MOU") with the International Brotherhood of Electrical Workers (IBEW) Union, Local 102 ("IBEW Local 102"), whereby IBEW Local 102 members will be able to earn credit for prior learning towards academic pathways in Construction Management; and,

WHEREAS, the term of the Agreement renewal is three (3) years 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 MOU between Hudson County Community College and the International Brotherhood of Electrical Workers (IBEW) Union, Local 102;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and the International Brotherhood of Electrical Workers (IBEW) Union, Local 102, effective upon the date of last signature.

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

12. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the International Brotherhood of Electrical Workers (IBEW) Union, Local 269

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

WHEREAS, the College desires to enter into a Memorandum of Understanding ("MOU") with the International Brotherhood of Electrical Workers (IBEW) Union, Local 269 ("IBEW Local 269"), whereby IBEW Local 269 members will be able to earn credit for prior learning towards academic pathways in Construction Management; and,

WHEREAS, the term of the Agreement renewal is three (3) years 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 MOU between Hudson County Community College and the International Brotherhood of Electrical Workers (IBEW) Union, Local 269;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and the International Brotherhood of Electrical Workers (IBEW) Union, Local 269, effective upon the date of last signature.

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

13. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Heat and Frost Insulators and Allied Workers, Local 32

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

WHEREAS, the College desires to enter into a Memorandum of Understanding ("MOU") with the Heat and Frost Insulators and Allied Workers, Local 32 ("Insulators Local 32"), whereby Insulators Local 32 members will be able to earn credit for prior learning towards academic pathways in Construction Management; and,

WHEREAS, the term of the Agreement renewal is three (3) years 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 MOU between Hudson County Community College and the Heat and Frost Insulators and Allied Workers, Local 32;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and the Heat and Frost Insulators and Allied Workers, Local 32, effective upon the date of last signature.

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

14. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the International Union of Operating Engineers (IUOE), Local 825

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

WHEREAS, the College desires to enter into a Memorandum of Understanding ("MOU") with the International Union of Operating Engineers (IUOE), Local 825 ("IUOE Local 825"), whereby IUOE Local 825 members will be able to earn credit for prior learning towards academic pathways in Construction Management; and,

WHEREAS, the term of the Agreement renewal is three (3) years 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 MOU between Hudson County Community College and the International Union of Operating Engineers (IUOE), Local 825;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and the International Union of Operating Engineers (IUOE), Local 825, effective upon the date of last signature.

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

15. Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Sheet Metal Workers International Association (SMART), Local 25

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

WHEREAS, the College desires to enter into a Memorandum of Understanding ("MOU") with the Sheet Metal Workers International Association (SMART), Local 25 ("SMART Local 25"), whereby SMART Local 25 members will be able to earn credit for prior learning towards academic pathways in Construction Management; and,

WHEREAS, the term of the Agreement renewal is three (3) years 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 MOU between Hudson County Community College and the Sheet Metal Workers International Association (SMART), Local 25;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize this Memorandum of Understanding between Hudson County Community College and the Sheet Metal Workers International Association (SMART), Local 25, effective upon the date of last signature.

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

16. Resolution Authorizing Modification to Number of Required Credits in Proficiency Certificates

WHEREAS, Hudson County Community College (“College”) is committed to providing its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility; and,

WHEREAS, the development of short-term academic credentials (“Proficiency Certificates”) is one strategy the College uses to promote student success and equitable outcomes; and,

WHEREAS, Proficiency Certificates in various disciplines were previously approved at fewer than 16 credits; and,

WHEREAS, the College was notified in September 2023 of a change in the Department of Education’s Title IV Financial Aid regulations whereby proficiency certificates now must require at least 16 credits to be eligible for Title IV financial aid funding; and,

WHEREAS, the following Proficiency Certificates have been revised to comply with the 16-credit minimum; and,

Proficiency Certificate Title	Previous Number of Credits Required	Revised Number of Credits Required
Addictions Counseling	15	18
Cannabis Business Agent	12	18
Community Healthcare Navigator	15	16
Culinary Arts – Baking	11	16
Culinary Arts – Cold Food	11	16
Culinary Arts – Hot Food	11	16
Digital Art and Design	15	18
English as a Second Language	15	16

WHEREAS, the Administration, and the Academic and Student Affairs Committee, recommend the authorization of the modification of credits for the above listed Proficiency Certificates;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Hudson County Community College authorize the modification of credits for the Proficiency Certificates, effective upon approval.

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

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 1-16:**

(1) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and New Jersey City University (NJCU) for the CONNECT Program; (2) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Hudson Pride; (3) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Bridgeway Behavioral Health Services Center for Integrated

Behavioral Health Care; (4) Resolution Authorizing Agreement Between Hudson County Community College (HCCC) and Hudson County Schools of Technology (HCST) for Culinary Arts Dual Instruction; (5) Resolution Authorizing Amendment to Existing Agreement Between Hudson County Community College (HCCC) and Montclair State University (MSU) for Academic Pathways in Nursing; (6) Resolution Authorizing Renewal of Agreement Between Hudson County Community College (HCCC) and RWJ Barnabas Health, Inc. of New Jersey for a Collaborative Associate of Applied Science Degree Program in Pre-Hospital Medicine: Paramedic Science; (7) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and Mana Contemporary; (8) Resolution Authorizing Amended and Restated Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Hudson County Economic Development Corporation (HCEDC) for an Internship Coordinator; (9) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC); (10) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Eastern Atlantic States Regional Council of Carpenters (EASRCC); (11) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the International Brotherhood of Electrical Workers (IBEW) Union, Local 102; (12) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the International Brotherhood of Electrical Workers (IBEW) Union, Local 269; (13) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Heat and Frost Insulators and Allied Workers, Local 32; (14) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the International Union of Operating Engineers (IUOE), Local 825; (15) Resolution Authorizing Memorandum of Understanding (MOU) Between Hudson County Community College (HCCC) and the Sheet Metal Workers International Association (SMART), Local 25; and, (16) Resolution Authorizing Modification to Number of Required Credits in Proficiency Certificates.

INTRODUCED BY: Pamela Gardner

SECONDED BY: Jeanette Peña

DATE: January 23, 2024

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

9 Aye 0 Nay

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

Alexa Riano
Signature of Recorder

01/23/2024
Date

Supporting Documents

[Click Here for Supporting Documents](#)

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

January 23, 2024

X. NEW BUSINESS

Chairman Netchert congratulated Trustee Peña on her appointment to the New Jersey State Board of Education.

Trustee Lee reminded all trustees about the upcoming National Legislative Summit in Washington, DC, from February 4-7, 2024.

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

January 23, 2024

XI. ADJOURNMENT

RESOLUTION:

NOW, THEREFORE, BE IT RESOLVED that the January 23, 2024 meeting of the Hudson County Community College Board of Trustees be adjourned at ____P.M.

INTRODUCED BY: _____ Edward DeFazio

SECONDED BY: _____ Frank Gargiulo

DATE: _____ January 23, 2024

DeFazio, Edward	_____ <u>AYE</u>
Doria, Joseph	_____ <u>ABSENT</u>
Gardner, Pamela	_____ <u>AYE</u>
Gargiulo, Frank	_____ <u>AYE</u>
Kenny, Roberta	_____ <u>AYE</u>
Lee, Bakari	_____ <u>AYE</u>
Peña, Jeanette	_____ <u>AYE</u>
Rodriguez, Silvia	_____ <u>AYE</u>
Stahl, Harold	_____ <u>AYE</u>
Netchert, William, Chair	_____ <u>AYE</u>

____ 9 ____ Aye ____ 0 ____ Nay

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

Alexa Riano
Signature of Recorder

01/23/2024
Date



HCCC|NJCU CONNECT PROGRAM MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between Hudson County Community College (HCCC), hereinafter referred to as "HCCC," located at 70 Sip Ave, Jersey City, NJ 07306 and New Jersey City University (NJCU), hereinafter referred to as the "NJCU," located at 2039 Kennedy Blvd., Jersey City, NJ 07305 to establish the HCCC|NJCU CONNECT Transfer Program, hereinafter referred to as "CONNECT."

PURPOSE:

The purpose of this MOU is to establish a formal partnership between HCCC and NJCU to administer the HCCC|NJCU CONNECT Transfer Program. The CONNECT program will ensure HCCC graduates in CONNECT programs a seamless transfer experience from HCCC to NJCU to facilitate the attainment of a bachelor's degree.

TERMS OF AGREEMENT:

1. HCCC and NJCU will collaborate to identify program maps that will facilitate the transfer of credits, limiting excess credit accumulation at both institutions.
2. HCCC and NJCU will develop joint admission standards for the CONNECT program.
3. HCCC and NJCU will develop a plan for academic advising and support at both institutions for students enrolled in the program.
4. HCCC and NJCU will establish a timeline and process for the automatic transfer of credits and other applicable records from HCCC to NJCU.
5. HCCC and NJCU will work together to promote the CONNECT Program to prospective and current students.
6. HCCC and NJCU will establish procedures for the sharing of campus resources and student support services, including, but not limited to housing and childcare services at NJCU.
7. HCCC and NJCU will establish data and information-sharing procedures among their staff.
8. HCCC and NJCU will conduct regular evaluations of the program to assess its effectiveness and make necessary adjustments.

9. Upon agreement of item set forth herein that requires the collaboration of the parties in order to be implemented, the parties shall reduce their agreement to writing to be signed by both parties. Once signed by the parties, the writing shall constitute an addendum to this MOU and shall be governed by the terms and conditions set forth herein.

RESPONSIBILITIES:

1. HCCC and NJCU will be responsible for providing courses and academic advising to students enrolled in the program based on established academic program pathways.
2. HCCC and NJCU will dedicate staff to administering the CONNECT program. The staff will maintain a presence on both campuses.
3. HCCC and NJCU will work together to develop application and communication processes.
4. Once per year, HCCC and NJCU will review academic program pathways to ensure their accuracy and make necessary updates.
5. HCCC and NJCU will work together to ensure that students enrolled in the CONNECT program receive the necessary academic support and resources to succeed.

STUDENT ELIGIBILITY

1. HCCC and NJCU will jointly develop eligibility requirements.
2. Students who meet the eligibility criteria will be granted joint admission to HCCC and NJCU.
3. All admission application fees will be waived for CONNECT students.
4. Students who are admitted to NJCU through this agreement will be required to complete a FAFSA (if applicable) and additional applications for scholarships, grants, or other financial assistance offered by NJCU.

DURATION:

This MOU will be in effect for a period of five years from the date of signing. Upon the expiration of this MOU, HCCC and NJCU may renew the agreement in writing.

AMENDMENTS:

This MOU may be amended by mutual written agreement of HCCC and NJCU.


TERMINATION:

This MOU may be terminated by either party upon thirty (30) days written notice to the other party.

SIGNATURES:

This MOU shall be executed in duplicate originals, with each party retaining one original. This MOU shall become binding upon signature by the authorized representatives of both parties.

Hudson County Community College

 12-11-2023

Christopher M. Reber, Ph.D. Date
President

New Jersey City University

 12/11/23

Andres Acebo Date
Interim President



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into and made effective as of January 17, 2024, between Hudson Pride Center, located at 3000 John F. Kennedy Blvd. Suite 306, Jersey City, NJ 07306, and Hudson County Community College (HCCC), located at 70 Sip Avenue, Jersey City, 07306.

In consideration of the mutual promises and covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties mutually agree as follows:

Hudson Pride Center, therefore, proposes to serve as a community partner with HCCC to deliver the following LGBTQ+ affirming mental health access improvement activities aimed at helping to decrease the significant mental health disparities that currently impact LGBTQ+ young adults in college settings:

With financial support from and in accordance with the Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant, Hudson Pride Center agrees to provide the following services pursuant to this MOU:

1. The Hudson Pride Center will provide (2) monthly onsite support groups for students, focusing on healthy relationships, wellness, and social connectivity. During school closures and holidays, groups will be adjusted. If a student reports feeling suicidal, the Hudson Pride Center will involve the Director of Mental Health Counseling and Wellness or another mental health counseling social worker. The protocol will follow HIPPA guidelines and protect clients by not "outing" individual (s) if they are not out to their families.
2. Hudson Pride Center will provide Clinical Consultation to the Mental Health Counseling and Wellness team once a month on the first Monday of each month to discuss cases and treatment approaches to better support LGBTQ students.
3. Hudson Pride Center will provide one full day of training for the mental health team and student-facing members with the opportunity for all-inclusive training.



4. Hudson Pride Center will provide professional development training annually for 25 staff. This will include focus communication and how to support and engage LGBTQ+ populations' wellness.
5. Hudson Pride Center will provide technical assistance to both mental health staff and HCCC faculty/staff in the form of a 3-hour introductory LGBTQ+ sensitivity training aimed at increasing their knowledge of human sexuality, LGBTQ+ terminology, LGBTQ+ stigma, and establishing an LGBTQ+ affirming campus environment. This will be offered twice in year 1 (Fall and Spring semesters), once in year 2 (Summer 2024 session), and twice in year 3 (Fall and Spring semesters), with a maximum of 25 participants per session.
6. To address the educational needs of HCCC's mental health staff, a full-day (7 hours) LGBTQ+ intensive program will be provided once during winter break (2nd week of Jan 2025), focusing first on the introductory training content delivered to faculty/staff and then adding additional content covering topics such as coming out processes, LGBTQ+ health disparities, LGBTQ+ youth issues, and LGBTQ+ affirming counseling approaches. All training will be developed and delivered by the Hudson Pride Center's Clinical Director, who oversees Hudson Pride Center's LGBTQ+ sensitivity training program and has been serving as its primary trainer and educator, delivering professional development programs to colleges and universities, mental health agencies, medical facilities, and social services agencies (among others) for over a decade.
7. Hudson Pride Center will receive the necessary technical assistance from HCCC for all training.

Additional Provisions:

- The Term of this MOU shall be from January 17, 2024, the effective date of this MOU, to July 15, 2026, provided that Mental Health in Higher Education Community Provider Partnerships and Professional Development Grant.
- The Hudson Pride Center will be responsible for submitting monthly timesheets on the last Friday of the month. Also, the agency will collect and provide statistics on the last Friday of the month.
- The Hudson Pride Center will be responsible for communication regarding students in a mental health crisis, following HCCC protocol for the referral.
- The Hudson Pride Center will provide (1) staff and faculty training for Assessing and Managing Suicide Risk Training for 20 participants for \$650. Training will be remote or in person, depending upon office needs. Hudson Pride Center will provide training packets.



- Campus parking is unavailable and limited on both campuses; the recommendation is a community-to-location; parking will not be provided.
- The Mental Health Counseling and Wellness Center will provide Hudson Pride Center with tabling accommodations in a high-traffic student area when requested.
- Mental Health Counseling and Wellness Center will create flyers and advertise to the HCCC community.
- Mental Health Counseling and Wellness Center will be responsible for recruiting staff and faculty to participate in training.
- Mental Health Counseling and Wellness Center will be responsible for providing light refreshments if on-campus training occurs.
- Mental Health Counseling and Wellness Center staff will develop a database for collecting information, which the agency will complete after each day attended.
- Mental Health Counseling and Wellness Center will provide a staff or intern to be with Hudson Pride Center staff during support groups.

In WITNESS WHEREOF, the Amendment is entered into and made effective as of the date first written above.

Hudson Pride Center

Name

Title

Hudson County Community College

Name

Title

MISSION STATEMENT

Hudson County Community College provides its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility.





MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into and made effective January 17, 2024 through December 31, 2026 between Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC), located at 506 3rd Street, Hoboken, NJ (New Jersey), 07030 and Hudson County Community College (HCCC), located at 70 Sip Avenue, Jersey City, NJ, 07306.

In consideration of the mutual promises and covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties mutually agree as follows:

Services provided by Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC)

With financial support from and in accordance with the Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant (Grant), Bridgeway's CIBHC agrees to provide the following services pursuant to this MOU:

- In-person Mental Health Screenings on the Journal Square and North Hudson campuses of HCCC to include administration of the PHQ-9 screening tool for depression and the GAD-7 screening tool for anxiety.
 - Referrals for needed mental health or co-occurring services will be made to Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) or to HCCC's Office of Mental Health Counseling and Wellness (MHCW) on HCCC's campus.
 - Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) will track referrals and positive screens for mental health via a spreadsheet to be provided by HCCC. Reports will be submitted by Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) to the MHCW office at HCCC on the last Friday of each month.
 - The forthcoming reports will provide insight into the number of students undergoing depression or anxiety screening. The reports will provide details regarding their scores and positive outcomes. The confidentiality of the participants will be maintained, and no personally identifying information will be disclosed. Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) is committed to fostering a secure and safe environment for its students. The data transmitted to the MHCW center will exclusively comprise gender, age, and ethnicity (if optional). The primary objective is to prioritize the participants' privacy and comply with all applicable laws and ethical standards.



- It is important to note that students will be assured that any information collected will not contain identifiable details. The report that will be furnished to the Mental Health Counseling Department will solely be utilized for grant purposes.
- Students who, upon being screened by Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC), are determined to be in crisis or positive for suicidal ideation with intent with a plan will either be referred to Bridgeway's Crisis Intervention Services (BCIS), a part of the Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC), or to the emergency room as clinically determined by the treating clinician from Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC). Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) will notify HCCC's Director of MHCW or designated person when this referral occurs. Students referred to BCIS will be provided with assistance for transportation to the office, and students referred to the emergency room will be transported via emergency medical services.
- 2 hours of screening on each campus (JSQ and NH) will be provided every week, totaling 4 hours per week except when school is on break; additional hours will be added to other weeks as needed to make up this time.
- HCCC agrees to reimburse Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) for mental health screenings and referrals: for 4 hours/week at \$60.00/hour over 48 weeks=\$11,520 per year. Over the 3-year period of the grant, the total will be \$34,560. These payments will be funded by the Grant.
- Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) will be responsible for providing a licensed mental health provider and or a graduate level supervised social work intern to conduct the screenings on the mutually agreed-upon days on the HCCC campus, including PHQ9- depression screening and GAD-7 screening. Additionally, Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) will be responsible for referring students with positive screens to Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC), and students who screen positive for crisis or suicidal ideation with intent and/or plan will be immediately linked to either Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) or to the emergency room as clinically indicated.
 - Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) will provide clinical staff and other identified student-facing staff with (1) One time in-person training on Assessing and Managing Suicide Risk for up to 5 clinical staff participants at a cost of \$135.00 per participant, including the manual, participant guide, and the 8-hour training, paid by the Grant total \$675.00.

Additional Provisions

1. The term of this MOU shall be from January 17, 2024 through December 31, 2026, to align with the duration of the Grant.
2. Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) will be responsible for submitting monthly invoices on the last Friday of the month to HCCC.



3. Reports on the screening results will be provided by Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) to HCCC on the last Friday of the month to include positive screens for mental health crises and suicidal ideation with intent and/or plan.
4. The Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) will be responsible for communication regarding students in a mental health crisis, following the HCCC protocol for the referral.
5. Campus parking is unavailable and limited on both campuses; the recommendation is a community-to-location; parking will not be provided.
6. MHCW will be responsible for providing a table and a location on campus where student traffic is present and where a confidential location can be provided for conducting mental health screenings with students.
7. MHCW will promote screening events and collaborate with HCCC staff and faculty to support students attending screenings on both campuses.
8. Access to the laptop and internet will be provided by HCCC if needed, by request only.
9. MHCW will be responsible for providing light refreshments when on-campus training occurs.
10. All dates and times for the provision of the services are subject to agreement of the parties if they are not included in this MOU.
11. This MOU is governed by the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions. All disputes between the parties arising out of, or relating to this MOU, or the services provided, shall be subject to the exclusive authority of the Superior Court of New Jersey venue in Hudson County, New Jersey.
12. Pursuant to N.J.A.C. 17:44-2.2, Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) shall maintain all documentation related to products, transactions, or services under this contract for a period of five years from the date of final payment. Such records shall be made available to the Customer and/or the New Jersey Office of the State Comptroller upon request.
13. Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) agrees to comply with the Mandatory Equal Employment Opportunity requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 attached hereto as Exhibit A.
14. To the extent the services require Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) to receive any confidential student information during the provision of the services, Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) agrees to comply with the requirements of the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. 1232g, et seq. and the regulations promulgated there under at 34 C.F.R. Part 99. Regardless of format or medium (e.g., electronic, paper, audio, video), such information is considered confidential and protected by FERPA. Such information shall not be disclosed or shared with any third party by Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) except as permitted by the terms of this Agreement to subcontractors whose services are necessary for Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) to carry out its services and only then to subcontractors who have agreed to maintain the confidentiality of the data to the same extent required of Bridgeway



Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) under the terms of this Agreement.

15. Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC) is required by federal and state law to maintain the privacy of your confidential or protected health information (PHI). All their mental health professionals function on Health Insurance Portability and Accountability Act of 1996 (HIPAA (Health Insurance Portability and Accountability)) which I as federal law that requires the creation of standards to protect sensitive patient health from being disclosed without the patients write consent or knowledge ([National Center for State, Tribal, Local, and Territorial Public Health Infrastructure and Workforce | CDC](https://www.cdc.gov/infrastructure/index.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Finfrastructure%2Fcenter%2Findex.htm))
https://www.cdc.gov/infrastructure/index.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Finfrastructure%2Fcenter%2Findex.htm

In WITNESS WHEREOF, the Amendment is entered into and made effective as of the date first written above.

Bridgeway Behavioral Health Services Center for Integrated Behavioral Health Care (CIBHC)

Name

Hudson County Community College

Name

Title

Title

**AGREEMENT BETWEEN HUDSON
COUNTY COMMUNITY COLLEGE
AND
HUDSON COUNTY SCHOOLS OF
TECHNOLOGY HUDSON
COUNTY SCHOOLS OF
TECHNOLOGY FOR THE
DELIVERY OF CULINARY ARTS
INSTRUCTION
FOR ACADEMIC YEAR 2023-24**



This Agreement between the Hudson County Community College (HCCC) and the Hudson County Schools of Technology (HCST) is for the purposes of HCCC providing instruction in selected courses for high school students enrolled HCST) high schools. HCST students enrolled in HCCC classes will have the opportunity to earn HCCC credits for selected college courses taught by their approved high school instructors during school as part of their regular teaching responsibilities.

Faculty Qualifications and Responsibilities

1. High school instructors teaching HCCC courses as part of the high school curriculum are required to meet the minimum educational requirements in the subject area(s) being taught or in a closely related discipline and must receive approval from the HCCC faculty coordinator or Dean responsible for that subject area prior to the commencement of instruction.
2. High school instructors teaching HCCC courses must follow the HCCC curricula, utilize required texts, maintain required minimum instructional hours (i.e., 750 minutes per credit), administer HCCC exams and submit both grades and attendance reports to HCCC by specified dates.
3. Class observation(s) will be conducted by HCCC supervisor(s). HCCC reserves the right to remove approvals of HCST instructors who do not meet HCCC standards of instruction.

Provision for Alternate Scheduling and Registration

Instruction for each approved course on HCST campuses may follow the high school schedule as it relates to start-and-end dates and frequency, as long as the required minimum instructional hours and all course outcomes are met.

Student Enrollment

1. Selection for participation in the courses covered under this agreement will initially be determined by HCST, provided that all selected students meet all course pre-and-co-requisites of HCST and HCCC. HCST will select students who demonstrate a proficiency for college-level work and a reasonable chance for successful completion.

2. Participating students must complete the HCCC Early College online application and student agreement form within the time frames established by HCCC. HCST will submit completed student agreement forms, signed by the participating student's school counselor and each student's parent or guardian, to the HCCC Office of Early College Programs. Participating students shall comply with and be subject to all HCCC policies applicable to HCCC students.
3. HCCC does not guarantee that any credits earned will be transferable to another institution. Whether or not to accept those credits is determined by the policies and procedures of the accepting institution.
4. HCCC and HCST are authorized to exchange pertinent student information. Such information shall be considered confidential and shall not be disclosed except to the extent required by law or for a party to fulfill its obligations under this Agreement. HCCC will forward final grades for participating students to the high school administration upon completion of the semester and payment of all fees and tuition required by this agreement.

Courses for AY (2023-2024)

Selected students may enroll in the following courses to be offered during the 2023-24 academic year.

- Bakeshop I – CAI – 119 (2 credits)
- Food Sanitation & Culinary Principles – CAI-115 (3 Credits)
- Pantry and Breakfast Cookery – CAI-118 (2 Credits)
- Production Kitchen Skills I – CAI 117 (2 Credits)

Fiscal Arrangement

- A. HCCC shall directly invoice HCST for participating student tuition in accordance with the following charges and terms:
 1. For courses taught by high school instructors during the school day as part of their regular teaching responsibilities, HCST will be required to pay HCCC tuition of \$38.75 per credit.
- B. HCST shall make full payment to HCCC no later than sixty (60) days of HCST's receipt of the bill from HCCC. Non-payment or late payment of all or part of an invoice may result in students being prohibited from registering for future classes, holds on grades and transcripts and the possible referral of the bill for collections. HCST agrees to be responsible for all collection fees and costs incurred by HCCC, including, without limitation, court fees and attorneys' fees, in the event that full payment is not received from HCST within sixty (60) days of HCST's receipt of an invoice from HCCC. Invoices shall reflect enrollment through the posted withdrawal dates based on the Student Refund and Academic Calendar. HCCC shall not be obligated to make any adjustments in the per credit price charged to HCST if the discontinuation of a student's participation in the program is not communicated to HCCC prior to the appropriate withdrawal dates.

- C. HCCC will waive non-tuition fees (e.g., admission, registration, technology, student activity) for the courses covered under this agreement.
- D. HCST shall be responsible for making arrangements directly with the HCCC Bookstore for the purchase by HCST of required textbooks and supplies prior to the start of classes. The cost of textbooks and supplies is not included in the tuition rates set forth herein.
- E. For participating students who have been determined by HCST as being responsible for their own tuition payments, HCCC shall directly invoice students for participating tuition in accordance with the following charges and terms for the 2023-24 academic year:
 - 1. For courses taught by approved high school instructors during the school day as part of their regular teaching responsibilities, students will be required to pay HCCC tuition of \$38.75 per credit.
 - 2. For courses taught by HCCC faculty during or after the school day, students will be required to pay HCCC tuition of \$77.50 per credit.
- F. A student's failure to timely pay an invoice may result in the student being prohibited from registering for future classes, holds on grades and transcripts, and the possible referral of the bill for collections. Invoices shall reflect enrollment through the posted withdrawal dates based on the Student Refund and Academic Calendar. HCCC shall not be obligated to make any adjustments in the per credit price charged to students if the discontinuation of a student's participation in the program is not communicated to HCCC prior to the appropriate withdrawal dates.
- G. HCCC will waive non-tuition fees (e.g., admission, registration, technology, student activity) for the courses covered under this agreement.
- H. Students shall be responsible for making arrangements directly with the HCCC Bookstore for the purchase of required textbooks prior to the start of classes. The cost of textbooks is not included in the tuition rates set forth herein.
- I.

Terms of Contract

This Agreement shall be retroactively effective as of July 1, 2023 and shall run through June 30, 2024 and may be renewed annually by the parties by executing a separate agreement. It is understood and agreed that the parties to this Agreement may modify or revise this Agreement only by written amendment executed by both parties.

Choice of Law/Venue

This Agreement shall be subject to and interpreted in accordance with the laws of the State of

New Jersey regardless of New Jersey's conflict of laws, provisions or principles. Any and all disputes between the parties arising out of or relating to this Agreement or the services provided thereunder shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey located in Hudson County, New Jersey.

SIGNED:

President or Designee
Hudson County Community College

Date

Superintendent or Designee
Hudson County Schools of Technology

Date

FIRST AMENDMENT TO AGREEMENT

This First Amendment is made by and between Montclair State University, a public higher education institution organized under the laws of the State of New Jersey with a location at 1 Normal Avenue, Montclair, NJ 07043 ("MSU" or "University") and Hudson County Community College, having a principle place of business at 70 Sip Ave, Jersey City, NJ 07306, USA, operating Hudson County Community College ("HCCC") (collectively "the Parties").

WHEREAS, the Parties entered into a Transfer Articulation Agreement last executed by both parties on April 3, 2019 ("Agreement"); and

WHEREAS, the Parties wish to amend the Agreement, for which the mutual exchange of consideration is hereby acknowledged;

NOW THEREFORE, the Parties agree to amend the Agreement as follows:

1. This First Amendment and the attached Exhibit A and Bare applicable to all new and transfer students entering the MSU BSN program for the first time in the Fall of 2023.
2. Unless otherwise modified by the First Amendment, all other terms in the Agreement shall remain in full force and effect and applicable to students who enrolled in the MSU BSN program prior to the Fall 2023 semester. In the event there is any conflict between the terms of this First Amendment and the Agreement, the terms of the First Amendment shall control.
3. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

Agree to and accepted this ____ day of _____, 2023 by:

Montclair State University

Hudson County Community College

By: _____
Jonathan GS Koppell, President

By: _____

Exhibit A

The objectives of this articulation agreement:

- To facilitate HCCC nursing students' ability to apply to the BSN degree at MSU while enrolled in the HCCC AS Nursing Degree program.
- To define the admission process for students enrolled in the AS Nursing Degree at HCCC who wish to apply to the BSN program at MSU.
- To delineate the transfer of course credit for students enrolled in the AS in nursing degree at HCCC to MSU towards its BSN program.

The parties agree to the following conditions to this agreement:

- The Application Fee is waived by MSU;
- Students enrolled in the HCCC AS Nursing Degree program may apply for entry into the MSU BSN program during their last semester of study prior to graduating from HCCC. Students must graduate from HCCC with an AS Nursing Degree before entering the BSN program at MSU. If accepted for admission by MSU, HCCC graduates must successfully pass the NCLEX-RN exam within 6 months of matriculation at MSU to continue in the BSN program;
- Thirty (30) proficiency credits are awarded for successful completion of the NCLEX-RN license examination.
- A minimum GPA of 2.5 for courses earned at HCCC is required. Upon acceptance by MSU, students must maintain the minimum GPA required by MSU's Academic Policies for all other students in the BSN degree program.
- Montclair State University will accept all nursing, general education, and nursing science course credits required to complete the AS Nursing Degree, as outlined in Exhibit B which totals 71 credits.
- Transfer credit will not be awarded for courses identified in the attached Exhibit B unless a grade of "C" or higher is earned by the student at HCCC.
- Unless otherwise identified in Exhibit B, a course equivalency list will be developed and maintained by HCCC and MSU during the Term of the Agreement that reflect each institution's academic policies.
- HCCC students transferring to MSU will be eligible for financial aid and the distribution of financial aid funds in accordance with MSU policies and all applicable laws.
- A staff member will be assigned by HCCC and MSU to manage this Agreement and facilitate communications to students.
- HCCC will provide its students information concerning the program created by this Agreement and courses that are eligible for transfer to MSU in accordance with the Agreement.

- Students accepted for admission by MSU must complete twenty-seven (27) credits at MSU in courses identified by MSU appropriate for the BSN.

Exhibit B

General Education Course Equivalencies Required by MSU that may be taken at MSU or any approved course at a college/ university.	
Montclair State University	Hudson County Community College
Course Title	Course Title
Statistics (MATH 109) 3 CR	Statistics (MATH 114) 3 CR

MSU Nursing Major Courses required for BSN Degree from MSU	
<i>Nursing Courses</i>	CR
Info Technology & Nursing Practice (NURS 340)	3
Evidence Based Practice in Nursing (NURS 350)	3
Genetics & Genomics in Clinical Nursing (NURS 406)	3
Leadership in Nursing: Theory & Application (NURS 410)	3
Transprofessional Communication & Collaboration (NURS 420)	3
Population & Global Health: Didactic & Practicum (NURS 432)	4
Integration Seminar and Practicum (NURS 440)	5
Nursing Scholarship (NURS 450)	3
Total Credits	27

Credit Assignment: Courses Required for Completion of AS Degree at HCCC	
GENERAL EDUCATION	CR
CSS-100 College Student Success	1
ENG-101 College Composition I	3
ENG-102 College Composition II	3
MAT-100 College Algebra /Intro to Statistics	3
BIO-111 Anatomy and Physiology I	4
BIO-211 Anatomy and Physiology II	4
CSC-100 Intro to Computers and Computing	3
PSY-101 Introduction to Psychology	3
Complete 1 course: ANT-101, HUM-101, HUM-128, SOC-260	3
PSY-260 Lifespan Development	3
ENG-112 Speech	3
BIO-250 Microbiology	4
Total Non-Nursing	37
NURSING	CR
NSG-110 Nursing I	6
NSG-120 Nursing II	8
NSG-210 Nursing III	9
NSG-220 Nursing IV	9
NSG-240 Nursing Leadership	2

Total Nursing	34
Total Credits	71

Montclair State University will accept a total of 71 credits from the HCCC AS Program by MSU. Students may elect to take an undergraduate Statistics course at MSU or HCCC to meet the Statistics requirement. Twenty-Seven (27) credits of upper division nursing major courses must be completed at MSU to have the BSN degree conferred by MSU.

RENEWAL AGREEMENT

Between

Hudson County Community College

and

**RWJ / Barnabas Health, Inc.
EMS Training Center**

for a

**Collaborative
Associate in Applied Science Degree
in
Pre-Hospital Medicine: Paramedic Science**

THIS AGREEMENT made and entered into as of the ____ day of _____, 202__, by and among Hudson County Community College, located at 70 Sip Avenue, Jersey City, New Jersey (hereinafter referred to as HCCC), and the RWJ Barnabas Health, Inc. of New Jersey, located at _____ (hereinafter referred to as RWJBH).

WHEREAS, HCCC is a New Jersey community college offering educational opportunities leading to certificates and associates in science degrees; and

WHEREAS, RWJBH has broad responsibilities for the education of emergency medical personnel; and

WHEREAS, HCCC and RWJBH recognize that there is a need for Paramedics both in the areas served by Hudson County Community College, RWJBH, and the State as a whole; and

WHEREAS, HCCC and RWJBH have developed a collaborative Associate in Applied Science degree program for the education of paramedics which is designed to build on the strengths and capacities of the participating institutions;

NOW THEREFORE, HCCC and RWJBH wish to continue their relationship and the program by confirming in writing the terms of mutual and individual responsibilities related to the continued offering a collaborative Associate in Applied Science degree program in Pre-Hospital Medicine: Paramedic Science.

I. GENERAL DESCRIPTION OF THE PROGRAM

- A. HCCC and RWJBH agree to renew and continue the collaborative program leading to an Associate of Applied Science (AAS) Degree in Pre-Hospital Medicine: Paramedic Science.
- A. The collaborative Associate of Applied Science in Pre-Hospital Medicine: Paramedic Science Degree Program is composed of a pre-professional component of general education and basic science courses and a professional component of paramedic science courses. The general education and basic science courses are taught by the HCCC faculty, and the paramedic science courses are taught by the RWJBH faculty, in accordance with requirements established for the degree.
- C. Students successfully completing the program requirements will be awarded an AAS degree from HCCC in collaboration with RWJBH.
- D. To enhance the concept of regionalization, HCCC with RWJBH agree that the collaborative programs may be offered cooperatively with other affiliated New Jersey County Colleges upon the mutual written approval of both HCCC and RWJBH.

II. ACADEMIC PROGRAM

- A. HCCC and RWJBH agree to offer a collaborative Associate of Applied Science Degree Program in Pre-Hospital Medicine: Paramedic Science consisting of:
 - 1. General education and basic science courses offered by HCCC.
 - 2. Professional courses in Paramedic Science offered by RWJBH.
- B. Matters pertaining to policies and procedures for the program shall be submitted to the appropriate committees or administrators at HCCC and RWJBH for review and action as required. HCCC and RWJBH shall agree on, and reduce to writing, policies and procedures applicable to the program established by this Agreement.
- C. The curriculum for the collaborative degree program shall be mutually agreed upon by HCCC and RWJBH, reduced to writing, and regularly reviewed. The curriculum, the program and all intellectual property rights shall be jointly owned by HCCC and RWJBH.
- D. RWJBH shall be responsible for evaluating the clinical competencies of the students enrolled in the program.
- E. Programmatic policy-making shall be within the framework of federal and State law and of the professional requirements of the state and national accrediting agencies.

III. ADMINISTRATIVE AND ADVISORY STRUCTURE

- A. The administration of the collaborative program will be shared by HCCC and RWJBH. In addition, each entity is responsible for the actions of their own professional staff.

The Director of Health-Related Programs is employed by HCCC and will work in close collaboration with the Paramedic Program Director employed by RWJBH.

The Paramedic Program Director will supervise the RWJBH faculty, oversee the program resources related to the professional courses at RWJBH, and coordinate other activities with the appropriate offices at HCCC.

The Paramedic Science Program Administrative Committee will provide administrative oversight of the Programs and will ensure effective collaboration and communication between the HCCC and RWJBH representatives with respect to curriculum requirements and standards, recruitment, admission, academic advisement and other administrative matters.

The Administrative Committee will be composed of the HCCC's Dean of the School of Nursing and Health Professions, the Director of Health Related Programs at HCCC and the Medical Director and Paramedic Program Director at RWJBH. The Vice

President for Academic Affairs at HCCC and the Vice President/Director of Emergency Medical Services at RWJBH will serve as ex-officio members.

The Program Administrative Committee will meet at least twice per academic year and at other such times as deemed appropriate. One meeting per year is designated as the annual meeting. At each annual meeting, the HCCC Health Related Programs Director and the RWJBH Paramedic Program Director will present for approval a formal report to the Program Administrative Committee, outlining both programmatic achievements and prospective program plans.

- B. HCCC and RWJBH agree to establish a Paramedic Science Advisory Committee, composed of at least eight (8) members. The Advisory Committee will provide advice and information from the viewpoint of the health care community at the request of the Program Administrative Committee or on its own initiative. The individual participants in the Committee shall be jointly agreed upon by the parties.

Representatives of HCCC and RWJBH will nominate Advisory Committee members to ensure representation from the Program's communities of interest including members of professional associations, health service providers, State agency representatives and consumer groups. Conditions and terms of appointment will be established by the Program Administrative Committee in accordance with existing practices.

The Advisory committee will meet at least once annually and on other occasions at the request of the Program Administrative Committee.

IV. RECRUITMENT, ADMISSIONS, ADVISEMENT AND STUDENT RECORDS

- A. Responsibility for recruitment rests with both HCCC and RWJBH. Applicants must possess an EMT-B Certificate and must be sponsored by RWJBH.
- B. Admission to the collaborative AAS Pre-Hospital Medicine: Paramedic Science Program shall be in accordance with criteria, policies and procedures set forth herein and established by HCCC and RWJBH. The guiding admission philosophy will be consonant with the "open access" missions of the State's community colleges (as per N.J.A.C. 9:4-1.3f).
 - 1. Prospective students apply both through HCCC's Admissions Office as well as RWJBH EMS. Applications will be processed according to existing policies and procedures. Students' application and all forms and data will be shared with RWJBH.
 - 2. Each student admitted to the collaborative Programs will register for all courses through HCCC, and each student is expected to meet all established program curricular requirements.

3. Standards of academic progress will conform to the policies and procedures of HCCC and RWJBH as established by the Program Administrative Committee.
- C. Student records (college admission and transcripts) will be maintained at HCCC and shared with RWJBH upon request. RWJBH will provide HCCC such information as is required to maintain appropriate student records; i.e. grades, advisor assignments, etc. Student applications for graduation will be evaluated and certified by the HCCC Registrar in consultation with the Program Director. Students enrolled in the Program will be accorded full access to the services, co- and extra-curricular activities, and facilities of HCCC and RWJBH.
 - D. All students will have access to the academic advisement, tutorial and other academic and student support services provided at or by HCCC and RWJBH. Academic advisement will ensure that students are made aware of all requirements for completion of the degree and are appropriately placed in general education courses. The Paramedic Program Director will advise students as to placement in Paramedic Science courses.
 - E. The Program Advisory Committee will consider issues related to admission, registration, tuition/fees payment policies and procedures and students' academic progress in the Program.
 - F. Student appeals regarding academic performance in the pre-professional (general education) and professional component will be processed in accordance with the established policies and procedures of HCCC and RWJBH as set forth in the HCCC/RWJBH Student Handbook.
 - G. Students are expected to comply with the rules and regulations governing student behavior as established and published by HCCC and RWJBH. Hearings regarding alleged violations of rules or regulations will be conducted in accordance with the procedures of HCCC and RWJBH as set forth in the HCCC/RWJBH Student Handbook.
 - H. Faculty for the Paramedic Science (professional) courses will be recruited, employed, and evaluated by RWJBH in accordance with the hiring practices and procedures of RWJBH. Courtesy appointment status at HCCC will be extended to the RWJBH Paramedic Science faculty.

V. FISCAL ARRANGEMENTS

- A. Students in the collaborative AAS Pre-Hospital Medicine: Paramedic Science Program will register for all courses at HCCC and will pay all appropriate tuition and fees directly to HCCC. HCCC's tuition and fee rate schedules apply to the collaborative programs. *Additional fees* that are essential for the professional (clinical) courses will be established by RWJBH and included in the fee schedule. HCCC will transfer the basic tuition payments and any *additional clinical fees* for the Paramedic Science

(professional) courses to RWJBH. In the event of delayed tuition/clinical fees payments by students or bad debts, HCCC will make additional/final reimbursements to RWJBH as the funds are collected. The funds transfer from HCCC shall not include (meaning they belong to and shall be kept by HCCC) 1) tuition and fees associated with the general education and/or science course, and/or 2) registration fees, general service fees and any out of county fees for the EMT Courses.

HCCC and RWJBH will establish admission and financial aid application cut-off dates for the Fall and Spring semesters to ensure processing and receipt of funds by the start of classes.

HCCC will advise RWJBH (on day 15 of the Fall and Spring semesters) of students enrolled in the clinical courses who have not made appropriate arrangements for tuition/fees payments for the semester.

RWJBH will determine what action to take with non-paying students or those who fail to make appropriate arrangements or payment. HCCC will make every effort to assist students in developing a payment plan.

RWJBH will assume responsibility for bad debt incurred for the professional (clinical) courses in cases where late applicants for financial aid discover that aid is denied and are unable to make timely payments.

HCCC will designate a specific Paramedic Science Program liaison in the Financial Aid Office to assist students. Business Office representatives will participate in registration to assist students in making arrangements for payments and provide information concerning financial aid opportunities.

Under the terms of this arrangement, RWJBH is responsible for the costs of maintaining programmatic accreditation. HCCC will be responsible for the costs of providing the AAS diploma.

VI. INSURANCE

- A. HCCC and RWJBH will obtain or maintain at their own expense during the term of this agreement, and any renewal thereof, a comprehensive liability policy including professional liability, insuring each institution against any and all claims for bodily injury or death and property damage resulting from performance of services by their employees, students, staff and agents under this agreement, or provide a program of self-insurance as described below. If any institution elects to obtain an insurance policy, such policy shall protect the institution, its employees, students, staff and agents with limits of not less than \$1,000,000 with respect to injury or death of any one person and not less than \$3,000,000 in the aggregate.

- B. Either institution may provide for coverage through a program of self-insurance trust fund, which shall provide not less than \$1,000,000 for injury or death to any one individual and not less than \$3,000,000 in the aggregate, or may be in such other form as provided by the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq., which shall govern the terms and conditions of any such self-insurance program.
- C. Both HCCC and RWJBH shall furnish evidence that they have complied with the above requirements for liability coverage.

VII. OTHER CONSIDERATIONS

- A. The parties agree that all Federal and State laws against discrimination, and all rules and regulations promulgated thereunder shall be applicable to all activities under this Agreement.
- B. It is the intent and understanding of the parties to this Agreement that each and every provision by law required to be inserted in this Agreement shall be and is deemed inserted herein. Furthermore, it is hereby stipulated that every such provision is deemed to be inserted herein, and if through a mistake or otherwise, and such provision is not inserted or is not inserted in correct form, then this Agreement shall forthwith upon the application of either party be amended by such insertion so as to comply strictly with the law, without prejudice to the rights of either party.
- C. This Agreement shall be governed and construed and the rights and obligations of the parties hereto shall be determined in accordance with the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions.
- D. Under this Agreement, HCCC and RWJBH shall continue to be autonomous and shall be governed independently by their respective governing boards and administrations except insofar as this Agreement specifically states to the contrary.
- E. Students in the program shall, always, follow the rules and regulations established by HCCC, RWJBH and any affiliated hospitals and clinical agencies, and shall do so under the specific instruction of the supervisory staff of those facilities. The affiliated clinical facilities have the right to remove any faculty member or student from the site for good cause.
- F. Each student shall provide evidence that his/her own health care is covered in event of sickness or accident by an appropriate insurance policy.
- G. Each student shall comply with the health and immunization policy of RWJBH.
- H. RWJBH shall be solely responsible for evaluating the clinical competencies of students enrolled in this program.

- I. RWJBH shall be solely responsible for the salary and other terms of employment for the RWJBH Program Director and faculty assigned to the Paramedic Science Program. HCCC shall be solely responsible for the salary and other terms of employment for faculty assigned to teach general education and science courses which are a part of the Paramedic Science Program.
- J. Programmatic policy-making shall be within the framework of federal and state law and of the professional requirements of state and national accrediting agencies.

VIII. TERM OF AGREEMENT

- A. The term of this agreement shall run from the date of signature by both parties and shall thereafter be annually reviewed and automatically renewed for periods of two years, with the total agreement period not to exceed two years, unless one party hereto shall notify the others hereto in writing not less than six months prior to the date of the termination of this Agreement that it wishes not to renew its participation in this Agreement. Such written notice shall be effective when received (or receipt refused) when sent via certified mail, return receipt requested, to the addresses set forth below, with copies to the Vice Presidents and applicable Director at each participating institution:

For Hudson County Community College:

Christopher Reber, Ph.D., President
Hudson County Community College
70 Journal Square
Jersey City, NJ 07306

For RWJ Barnabas Health, Inc.:

President and CEO
RWJ Barnabas Health, Inc.

_____, New Jersey

- B. In the event this Agreement is not renewed by one of the participating parties, it is expressly understood that the Program will continue in operation until all matriculated students have had an appropriate length of time to complete their studies.
- C. It is understood and agreed that the parties to this Agreement may revise or modify this Agreement by written amendment when both parties agree to such amendment.

IX. WARRANTIES

- A. The undersigned do hereby warrant and represent that this Agreement has not been solicited or secured, directly or indirectly, in a manner contrary to the laws of the State of New Jersey and that said laws have not been violated as they relate to the procurement or performance of this Agreement by any conduct, including the paying or giving of any fee,

commission, compensation, gift, gratuity, or consideration of any kind, directly or indirectly to any State employee, officer or official.

- B. Each institution does hereby warrant and represent that it is qualified by training and experience to perform the required services and programs in the manner and on the terms and conditions set forth herein.

IN WITNESS WHEREOF, the parties hereto, duly authorized, have caused these presents to signed by their authorized corporate officers.

HUDSON COUNTY COMMUNITY COLLEGE

Executed by:

Christopher Reber, Ph.D.
President

Signature

Date

Recommended by:

Darryl Jones, Ph.D.
Vice President for Academic Affairs

Signature

Date

RWJ BARNABAS HEALTH, INC. OF NEW JERSEY

Executed by:

President and CEO

Signature

Date

Recommended by:

Director, EMS

Signature

Date



MEMORANDUM OF UNDERSTANDING

January 17, 2024 – January 16, 2026

Between:

**Hudson County Community College (HCCC) and Mana Contemporary (Mana),
Jersey City**

1. Description

The purpose of this Memorandum of Understanding is for HCCC and Mana Contemporary to work together to mutually support each organization's mission and to work collaboratively to support the arts, culture, and culinary endeavors in Hudson County, as well as the HCCC community. This may include student work-experience opportunities and other training opportunities, workshops, mutually beneficial business arrangements, collecting and sharing data, grant-funded programs, events, and resources. HCCC will work with its staff, students, faculty, other college departments, and partners to support initiatives. Mana will work with its staff, artists, business partners, and others to support initiatives.

2. Roles and Responsibilities

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

Mana

- a. Promote HCCC programs and events to the Jersey City and Hudson County community.
- b. Collaborate with HCCC on training programs, including workshops, business arrangements, collecting and sharing data, grant-funded programs, resources, and events.
- c. Engage in planning sessions with HCCC and leverage Mana resources for the benefit of students, faculty, businesses, and Hudson County residents.

HCCC

- a. Promote Mana programs and events.
- b. Collaborate with Mana on training programs, including workshops, business arrangements, collecting and sharing data, grant-funded programs, resources, and events.
- c. Engage in planning sessions with Mana and leverage HCCC resources for the benefit of students, faculty, businesses, and Hudson County residents.

3. Termination

Either party may terminate this Agreement upon providing sixty (60) days' prior written notice to the other party. The termination will be effective at the end of the then current semester in which the termination becomes effective.

4. Each Party Responsible for their own Actions

Each party shall remain responsible and liable for their own actions and for the actions of any other individual or entity for whom they are responsible.

5. Fees/Costs

Fees and/or costs for any program will be determined by the parties on a case-by-case basis. Any agreement on fees and/or costs shall be reduced to writing and signed by the parties as an amendment to this Agreement.

6. Choice of Law/Venue

This MOU shall be governed by the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions. All disputes between the parties shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey, venued in Hudson County, New Jersey.

7. Independent

The relationship between the parties shall be that of independent contractors, and not partners, joint venturers, or the like. A party does not have the right to bind the other party.

8. Provisions and Amendments

This Memorandum of Understanding contains all provisions agreed upon by the parties. Any amendments to this Memorandum of Understanding must be in writing and signed by either parties or their duly authorized representative. It is further understood that the term of this agreement is for the period: January 17, 2024 – January 16, 2026, subject to termination as set forth in this MOU. Any continuation beyond the end date of this Agreement is subject to a new agreement.

Selig Sacks
Executive Director
Mana Contemporary, Jersey City

Dr. Christopher M. Reber
Hudson County Community College

Date

Date

Attested by/date:



AMENDED AND RESTATED MEMORANDUM OF UNDERSTANDING

March 1, 2022 – February 28, 2025

Between:

Hudson County Community College (HCCC) and the Hudson County Economic Development Corporation (HCEDC)

1. Description

HCCC and HCEDC will enter into a partnership to mutually support each organization's mission. HCCC will work collaboratively with HCEDC to support entrepreneurs and small businesses in Hudson County. This includes workshops, business training programs, sharing data, surveys, and grant-funded programs. HCCC will work with staff, students, faculty, other college departments, and partners to support initiatives. HCEDC will work with staff, and other partners to support initiatives. Both HCCC and HCEDC will share resources to expand capacity to support entrepreneurs and small businesses.

2. Roles and Responsibilities

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

HCEDC

- a. Promote HCCC programs and events for entrepreneurs and small businesses.
- b. Collaborate on programs, including workshops, business training sessions, sharing data, surveys, and grant-funded programs.
- c. Engage in planning sessions with HCCC and leverage HCEDC resources for the benefit of students, faculty, and Hudson County entrepreneurs and small businesses.

HCCC

- a. Promote HCEDC programs and events.
- b. Collaborate on programs, including workshops, business training sessions, sharing data, surveys, and grant-funded programs.
- c. Engage in planning sessions with HCEDC and leverage HCCC resources for the benefit of HCEDC, Hudson County entrepreneurs, and small businesses.

3. Joint Small Business Initiative

- a. HCCC and HCEDC to collaborate to support entrepreneurs and small businesses in Hudson County. See Attachment.
- b. HCEDC to fund the salary of a HCCC's small business initiative internship coordinator, who will be charged with the joint development of the small business initiative. HCEDC's funding of the internship coordinator position is subject to annual approval by HCEDC's Board of Trustees at the Board's sole discretion. HCEDC will also provide HCCC's internship coordinator with access to its businesses, staff, and partners.
- c. HCCC to provide input and expertise from its faculty, students, staff, and partners to promote and assist the initiative's internship coordinator with the small business initiative.

4. Provisions and Amendments


This Memorandum of Understanding contains all provisions agreed upon by the parties. Any amendments to this Memorandum of Understanding must be in writing and signed by either parties or their duly authorized representative. It is further understood that the term of this agreement is for the period: March 1, 2022 - February 28, 2025. Any continuation is subject to a new agreement.



Michelle Richardson
Executive Director
Hudson County Economic Development
Corporation

12/8/23

Date



Dr. Christopher M. Reber
Hudson County Community College

12/12/2023

Date

ATTACHMENT
Internship Program
Partnership between
Hudson County Economic Development Corporation and
Hudson County Community College

Hudson County Community College (HCCC) and the Hudson County Economic Development Corporation (HCEDC) have an agreement to mutually support each organization's mission. One of the specific ways the organizations will work together is to jointly launch and operate an Internship Program. The goal of the program is to work collaboratively to support entrepreneurs and small businesses in Hudson County, HCCC students, as well as the broader Hudson County community. Both HCCC and HCEDC will share resources to expand their capacity to support entrepreneurs and small businesses.

Internship Program Overview

HCCC students will provide technical assistance to entrepreneurs and small businesses primarily in the areas of marketing, digital literacy, and social media. The program will benefit entrepreneurs and small businesses by teaching them how to access essential tools for growth, and it will benefit HCCC students by providing an invaluable experiential learning experience while being paid a stipend for their technical assistance. This win-win program will assist students and entrepreneurs to both achieve their goals, benefiting the entire Hudson County community.

An Internship Coordinator will administer the program (see description below). The Internship Coordinator will provide oversight for the program, which includes scheduling, training, and outreach to businesses. HCCC will work with staff, students, faculty, other college departments, and partners to support the program. HCEDC will work with the Internship Coordinator and provide access to businesses, staff, and other partners. The program is modeled after a successful program in Bergen County which is a partnership between the Bergen County Economic Development Corporation and Bergen Community College which has been operating for several years.

Internship Coordinator Job Description

The Internship Coordinator will manage the new small business internship program, which is a collaborative initiative with Hudson County Community College (HCCC) and the Hudson County Economic Development Corporation (HCEDC). The Internship Coordinator is expected to participate in the planning, design and launch of the internship program. The Coordinator will also participate in the recruitment, interviewing, training, managing, and evaluation of intern performance, including the assignment of clients, and directing caseload and workload. This position will also work with the HCCC Deans of the STEM and Business, Culinary, and Hospitality, as well as other stakeholders within the college and community, including but not limited to Chambers and the local Small Business Development Center. The individual will also report to both the HCCC Director of Continuing Education and Workforce Development Operations and the Executive Director of the Hudson County Economic Development Corporation and/or designee.

ARTICULATION AGREEMENT
BETWEEN
HUDSON COUNTY COMMUNITY COLLEGE
&
NJ Administrative District Council of Bricklayers and
Allied Craftworkers (BAC)
For Academic Pathways in Construction Management

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

I. Purpose and Goals

The primary objective of this Agreement is to provide articulation with NJ Administrative District Council of Bricklayers and Allied Craftworkers, (the "BAC") and Hudson County Community College (the "College"), granting College credits for demonstrated academic proficiency in the study of Construction Management acquired by persons who have successfully completed the BAC apprenticeship program.

The BAC apprenticeship program has an extensive curriculum that is accredited by the US Department of Labor.

The curriculum is a four-year curriculum with core competencies that must be learned within each curriculum year. The four-year curriculum identifies the number of granted college credits for each learning lesson within the annual curriculum. The primary instructional format is in the form of classroom instruction, labs, computer-based training, and audiovisual materials. In order to move from one level of learning to the next, apprentices must demonstrate established levels of proficiency in each of the standardized curriculum's functional areas of instruction by passing written examinations.

The College awards two Proficiency Certificates:

Proficiency Certificate in Construction Administration: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include construction administration.

Proficiency Certificate in Construction Technology: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include technical skills.

Both Proficiency Certificates are transferable to the Academic Certificate and Associate of Applied Science (AAS) degree in Construction Management.

It is anticipated that the College credits awarded by this Agreement will inform and encourage graduates of the BAC apprenticeship program, to pursue the educational and career advancement opportunities that matriculation at the College will provide and afford such persons the ability to expedite the successful completion of their degree requirements.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

The Transfer Articulation Application Process and Procedures

BAC and Hudson County Community College (“College”) enter into this Articulation Agreement/MOU and agree as follows:

1. The BAC can have articulation with the following two programs. For each program, apprentices will need to take additional courses, as discussed below.
 - i. **Proficiency Certificate in Construction Administration:** It is composed of the following courses.
 - *CNM 220 - Construction Codes (3 Credit)*
 - *CNM 222 - Construction Project Management (4 Credit)*
 - *CNM 225 - Cost Estimation (3 Credit)*
 - *CNM 230 - Construction Project Planning and Control (3 Credit)*
 - *EGS 101- Engineering Graphics (2 credits)*
 - *CSS 100 – College Student Success 1 (1 credit)*
 - a. The apprenticeship program of BAC partially covers the topics of CNM 220, CNM 222, and CNM 225. To get credit for these three courses, the apprentices will take a course (CEBUS-CS-1 - Construction Supervision) in HCCC’s School of Continuing Education and Workforce Development (CEWD), which will cover the missing material from CNM 220, CNM 222, and CNM 225. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 220, CNM 222, and CNM 225 as well as a Certificate in Construction Supervision from CEWD.
 - b. The apprenticeship program does not cover any significant material in **CNM 230**. Students will enroll in CNM 230, EGS 101 and CSS 100 at the college.
- ii. **Proficiency Certificate in Construction Technology:** It is composed of the following courses.
 - *CNM 120 - Introduction to Engineering Science and Calculation (4 Credit)*
 - *CNM 202 - Construction Procedures, Material and Testing (4 Credit)*
 - *CNM 205 - Surveying and Site Planning (3 Credit)*
 - *CNM 201 - Introduction to Basic Structures (3 Credit)*
 - *EGS 101- Engineering Graphics (2 credits)*

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

- a. The apprenticeship program of BAC partially covers the topics of CNM 120, CNM 202 and CNM 205. To get credit for these three courses, the apprentices will take a course (CEBUS-CS-2 – Construction Operations) in the HCCC Continuing Education and

Workforce Development (CEWD) division, which will cover the missing material from CNM 120, CNM 202, and CNM 205. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 120, CNM 202, and CNM 205 as well as a Certificate in Construction Operations from CEWD.

- b. The apprenticeship program does not cover any significant material in **CNM 201**. Students will enroll in CNM 201 and EGS 101 at the college.

1. In order to receive course credits at the College described in the preceding paragraph, students must: (a) be admitted to the College, (b) be matriculated in the College's Construction Administration or Construction Technology program, and (c) present to the Registrar a notarized document entitled "Certificate of Completion", indicating graduation from the BAC apprenticeship program.
2. The course credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination", in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (G.P.A.).
3. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.
4. Transfer of credits earned at other institutions of higher education by examination or other assessment of prior learning shall adhere and be subject to HCCC's Transfer Policy.
5. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement i.e. (CNM 220, CNM 222, and CNM 225 for Construction Administration and CNM 120, CNM 202, and CNM 205 for Construction Technology). However, students will be charged for either of the two classes taken at HCCC with CEWD i.e. (CEBUS-CS-1 - Construction Supervision and CEBUS-CS-2 – Construction Operations) according to the prevailing per credit tuition rates of CEWD. Both of the CEBUS courses are of 4 credit each.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

6. The courses taken at CEWD are not eligible for financial aid.
7. Appropriate members of the faculties of the College and representatives of BAC will meet annually (if needed) to address areas of mutual concern, including but not limited to the sharing of recommendations regarding the content and implementation of this Agreement and curriculum and programmatic changes. The minutes of this annual meeting will be provided to the appropriate Dean, the Chief Academic Officer, and the College's Construction Management Advisory Committee.

II. Institutional Responsibilities

BAC and the College agree to promote the Articulation Program in appropriate publications and at recruitment and outreach activities.

1. BAC and the College agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. BAC and the College agree to acknowledge and recognize the articulation programs on each institution's website and via other marketing and publicity methods.
2. BAC and the College agree to promptly communicate with each other any future curriculum changes, policy changes or resident credit requirements that will affect this agreement.
3. Each institution will designate in writing an employee who will serve as the point of contact for the administration of this agreement.

III. Agreement Review

1. BAC and the College will notify one another of curricular changes upon institutional approval. This Agreement will continue in effect and will be automatically renewed from academic year to academic year for up to three years, although either BAC or HCCC may withdraw from this Agreement upon written notification to the other party at the end of any academic year of the College.
2. This Agreement shall be reviewed and modified, as needed, every three years by officials at BAC and HCCC.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

3. This agreement represents the entire agreement between BAC and the College through their authorized agents and will be deemed fully executed on the date of the last signature. All negotiations, oral agreements, and understandings are merged herein, and any change(s) in the terms must be made in writing and signed by all parties.

IV. Term

1. This Agreement will be immediately effective upon its signing by the appropriate parties and will be renewed after every three years.

V. Miscellaneous

This Agreement shall be governed by the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions. All disputes between the parties arising out of, or relating to this Agreement shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey venued in Hudson County, New Jersey.

VI. Approvals

Intending to be bound, the parties execute this Agreement below by their authorized representatives.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

BAC

Hudson County Community College

BAC

**President
Hudson County Community College**

Date

Date

**Vice President for Academic Affairs
Hudson County Community College**

Date

ARTICULATION AGREEMENT
BETWEEN
HUDSON COUNTY COMMUNITY COLLEGE
&
Eastern Atlantic States Regional Council of
Carpenters (EASRCC)
For Academic Pathways in Construction Management

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Eastern Atlantic States Regional Council of Carpenters (EASRCC)**

I. Purpose and Goals

The primary objective of this Agreement is to provide articulation with Eastern Atlantic States Regional Council of Carpenters, (the "EASRCC") and Hudson County Community College (the "College"), granting College credits for demonstrated academic proficiency in the study of Construction Management acquired by persons who have successfully completed the EASRCC apprenticeship program.

The EASRCC apprenticeship program has an extensive curriculum that is accredited by the US Department of Labor.

The curriculum is a three-year curriculum with core competencies that must be learned within each curriculum year. The three-year curriculum identifies the number of granted college credits for each learning lesson within the annual curriculum. The primary instructional format is in the form of classroom instruction, labs, computer-based training, and audiovisual materials. In order to move from one level of learning to the next, apprentices must demonstrate established levels of proficiency in each of the standardized curriculum's functional areas of instruction by passing written examinations.

The College awards two Proficiency Certificates:

Proficiency Certificate in Construction Administration: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include construction administration.

Proficiency Certificate in Construction Technology: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include technical skills.

Both Proficiency Certificates are transferable to the Academic Certificate and Associate of Applied Science (AAS) degree in Construction Management.

It is anticipated that the College credits awarded by this Agreement will inform and encourage graduates of the EASRCC apprenticeship program, to pursue the educational and career advancement opportunities that matriculation at the College will provide and afford such persons the ability to expedite the successful completion of their degree requirements.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Eastern Atlantic States Regional Council of Carpenters (EASRCC)**

The Transfer Articulation Application Process and Procedures

EASRCC and Hudson County Community College (“College”) enter into this Articulation Agreement/MOU and agree as follows:

1. The EASRCC can have articulation with the following two programs. For each program, apprentices will need to take additional courses, as discussed below.

- i. **Proficiency Certificate in Construction Administration:** It is composed of the following courses.

- *CNM 220 - Construction Codes (3 Credit)*
- *CNM 222 - Construction Project Management (4 Credit)*
- *CNM 225 - Cost Estimation (3 Credit)*
- *CNM 230 - Construction Project Planning and Control (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*
- *CSS 100 – College Student Success 1 (1 credit)*

- a. The apprenticeship program of EASRCC partially covers the topics of CNM 220, CNM 222, and CNM 225. To get credit for these three courses, the apprentices will take a course (CEBUS-CS-1 - Construction Supervision) in HCCC’s School of Continuing Education and Workforce Development (CEWD), which will cover the missing material from CNM 220, CNM 222, and CNM 225. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 220, CNM 222, and CNM 225 as well as a Certificate in Construction Supervision from CEWD.
- b. The apprenticeship program does not cover any significant material in **CNM 230**. Students will enroll in CNM 230, EGS 101 and CSS 100 at the college.

- ii. **Proficiency Certificate in Construction Technology:** It is composed of the following courses.

- *CNM 120 - Introduction to Engineering Science and Calculation (4 Credit)*
- *CNM 202 - Construction Procedures, Material and Testing (4 Credit)*
- *CNM 205 - Surveying and Site Planning (3 Credit)*
- *CNM 201 - Introduction to Basic Structures (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*

- a. The apprenticeship program of EASRCC partially covers the topics of CNM 120, CNM 202 and CNM 205. To get credit for these three courses, the apprentices will take a course

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Eastern Atlantic States Regional Council of Carpenters (EASRCC)**

(CEBUS-CS-2 – Construction Operations) in the HCCC Continuing Education and Workforce Development (CEWD) division, which will cover the missing material from CNM 120, CNM 202, and CNM 205. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 120, CNM 202, and CNM 205 as well as a Certificate in Construction Operations from CEWD.

- b. The apprenticeship program does not cover any significant material in **CNM 201**. Students will enroll in CNM 201 and EGS 101 at the college.
1. In order to receive course credits at the College described in the preceding paragraph, students must: (a) be admitted to the College, (b) be matriculated in the College's Construction Administration or Construction Technology program, and (c) present to the Registrar a notarized document entitled "Certificate of Completion", indicating graduation from the EASRCC apprenticeship program.
2. The course credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination", in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (G.P.A.).
3. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.
4. Transfer of credits earned at other institutions of higher education by examination or other assessment of prior learning shall adhere and be subject to HCCC's Transfer Policy.
5. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement i.e. (CNM 220, CNM 222, and CNM 225 for Construction Administration and CNM 120, CNM 202, and CNM 205 for Construction Technology). However, students will be charged for either of the two classes taken at HCCC with CEWD i.e. (CEBUS-CS-1 - Construction Supervision and CEBUS-CS-2 – Construction Operations) according to the prevailing per credit tuition rates of CEWD. Both of the CEBUS courses are of 4 credit each.
6. The courses taken at CEWD are not eligible for financial aid.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Eastern Atlantic States Regional Council of Carpenters (EASRCC)**

7. Appropriate members of the faculties of the College and representatives of EASRCC will meet annually (if needed) to address areas of mutual concern, including but not limited to the sharing of recommendations regarding the content and implementation of this Agreement and curriculum and programmatic changes. The minutes of this annual meeting will be provided to the appropriate Dean, the Chief Academic Officer, and the College's Construction Management Advisory Committee.

II. Institutional Responsibilities

EASRCC and the College agree to promote the Articulation Program in appropriate publications and at recruitment and outreach activities.

1. EASRCC and the College agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. EASRCC and the College agree to acknowledge and recognize the articulation programs on each institution's website and via other marketing and publicity methods.
2. EASRCC and the College agree to promptly communicate with each other any future curriculum changes, policy changes or resident credit requirements that will affect this agreement.
3. Each institution will designate in writing an employee who will serve as the point of contact for the administration of this agreement.

III. Agreement Review

1. EASRCC and the College will notify one another of curricular changes upon institutional approval. This Agreement will continue in effect and will be automatically renewed from academic year to academic year for up to three years, although either EASRCC or HCCC may withdraw from this Agreement upon written notification to the other party at the end of any academic year of the College.
2. This Agreement shall be reviewed and modified, as needed, every three years by officials at EASRCC and HCCC.
3. This agreement represents the entire agreement between EASRCC and the College through their authorized agents and will be deemed fully executed on the date of the last signature.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Eastern Atlantic States Regional Council of Carpenters (EASRCC)**

All negotiations, oral agreements, and understandings are merged herein, and any change(s) in the terms must be made in writing and signed by all parties.

IV. Term

1. This Agreement will be immediately effective upon its signing by the appropriate parties and will be renewed after every three years.

V. Miscellaneous

This Agreement shall be governed by the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions. All disputes between the parties arising out of, or relating to this Agreement shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey venued in Hudson County, New Jersey.

VI. Approvals

Intending to be bound, the parties execute this Agreement below by their authorized representatives.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Eastern Atlantic States Regional Council of Carpenters (EASRCC)**

EASRCC,

Hudson County Community College

EASRCC

**President
Hudson County Community College**

Date

Date

**Vice President for Academic Affairs
Hudson County Community College**

Date

ARTICULATION AGREEMENT
BETWEEN
HUDSON COUNTY COMMUNITY COLLEGE
&
International Brotherhood of Electrical Workers
(IBEW) Union, Local 102
For Academic Pathways in Construction Management

ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Brotherhood of Electrical Workers (IBEW) Union, Local 102

I. Purpose and Goals

The primary objective of this Agreement is to provide articulation with International Brotherhood of Electrical Workers, Local 102 (the "IBEW") and Hudson County Community College (the "College"), granting College credits for demonstrated academic proficiency in the study of Construction Management acquired by persons who have successfully completed the IBEW Local 102 apprenticeship program.

The IBEW Local 102 apprenticeship program has an extensive curriculum that is accredited by the American Council on Education.

The curriculum at IBEW Local 102 is developed and approved by the Electrical Training Alliance. The curriculum is a five-year curriculum with core competencies that must be learned within each curriculum year. The five-year curriculum identifies the number of granted college credits for each learning lesson within the annual curriculum. The primary instructional format is in the form of classroom instruction, labs, computer-based training, and audiovisual materials. In order to move from one level of learning to the next, apprentices must demonstrate established levels of proficiency in each of the standardized curriculum's functional areas of instruction by passing written examinations.

The College awards two Proficiency Certificates:

Proficiency Certificate in Construction Administration: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include construction administration.

Proficiency Certificate in Construction Technology: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include technical skills.

Both Proficiency Certificates are transferable to the Academic Certificate and Associate of Applied Science (AAS) degree in Construction Management.

It is anticipated that the College credits awarded by this Agreement will inform and encourage graduates of the IBEW Local 102 apprenticeship program, to pursue the educational and career advancement opportunities that matriculation at the College will provide and afford such persons the ability to expedite the successful completion of their degree requirements.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Brotherhood of Electrical Workers (IBEW) Union, Local 102**

The Transfer Articulation Application Process and Procedures

IBEW Local 102 and Hudson County Community College (“College”) enter into this Articulation Agreement/MOU and agree as follows:

1. The IBEW can have articulation with the following two programs. For each program, apprentices will need to take additional courses, as discussed below.

- i. **Proficiency Certificate in Construction Administration:** It is composed of the following courses.

- *CNM 220 - Construction Codes (3 Credit)*
- *CNM 222 - Construction Project Management (4 Credit)*
- *CNM 225 - Cost Estimation (3 Credit)*
- *CNM 230 - Construction Project Planning and Control (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*
- *CSS 100 – College Student Success 1 (1 credit)*

- a. The apprenticeship program of IBEW Local 102 partially covers the topics of CNM 220, CNM 222, and CNM 225. To get credit for these three courses, the apprentices will take a course (CEBUS-CS-1 - Construction Supervision) in HCCC’s School of Continuing Education and Workforce Development (CEWD), which will cover the missing material from CNM 220, CNM 222, and CNM 225. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 220, CNM 222, and CNM 225 as well as a Certificate in Construction Supervision from CEWD.
- b. The apprenticeship program does not cover any significant material in **CNM 230**. Students will enroll in CNM 230, EGS 101 and CSS 100 at the college.

- ii. **Proficiency Certificate in Construction Technology:** It is composed of the following courses.

- *CNM 120 - Introduction to Engineering Science and Calculation (4 Credit)*
- *CNM 202 - Construction Procedures, Material and Testing (4 Credit)*
- *CNM 205 - Surveying and Site Planning (3 Credit)*
- *CNM 201 - Introduction to Basic Structures (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*

- a. The apprenticeship program of IBEW Local 102 partially covers the topics of CNM 120, CNM 202 and CNM 205. To get credit for these three courses, the apprentices will take a

ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Brotherhood of Electrical Workers (IBEW) Union, Local 102

course (CEBUS-CS-2 – Construction Operations) in the HCCC Continuing Education and Workforce Development (CEWD) division, which will cover the missing material from CNM 120, CNM 202, and CNM 205. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 120, CNM 202, and CNM 205 as well as a Certificate in Construction Operations from CEWD.

- b. The apprenticeship program does not cover any significant material in **CNM 201**. Students will enroll in CNM 201 and EGS 101 at the college.
1. In order to receive course credits at the College described in the preceding paragraph, students must: (a) be admitted to the College, (b) be matriculated in the College's Construction Administration or Construction Technology program, and (c) present to the Registrar a notarized document entitled "Certificate of Completion", indicating graduation from the IBEW Local 102 apprenticeship program.
2. The course credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination", in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (G.P.A.).
3. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.
4. Transfer of credits earned at other institutions of higher education by examination or other assessment of prior learning shall adhere and be subject to HCCC's Transfer Policy.
5. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement i.e. (CNM 220, CNM 222, and CNM 225 for Construction Administration and CNM 120, CNM 202, and CNM 205 for Construction Technology). However, students will be charged for either of the two classes taken at HCCC with CEWD i.e. (CEBUS-CS-1 - Construction Supervision and CEBUS-CS-2 – Construction Operations) according to the prevailing per credit tuition rates of CEWD. Both of the CEBUS courses are of 4 credit each.
6. The courses taken at CEWD are not eligible for financial aid.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Brotherhood of Electrical Workers (IBEW) Union, Local 102**

7. Appropriate members of the faculties of the College and representatives of IBEW Local 102 will meet annually (if needed) to address areas of mutual concern, including but not limited to the sharing of recommendations regarding the content and implementation of this Agreement and curriculum and programmatic changes. The minutes of this annual meeting will be provided to the appropriate Dean, the Chief Academic Officer, and the College's Construction Management Advisory Committee.

II. Institutional Responsibilities

IBEW Local 102 and the College agree to promote the Articulation Program in appropriate publications and at recruitment and outreach activities.

1. IBEW Local 102 and the College agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. IBEW Local 102 and the College agree to acknowledge and recognize the articulation programs on each institution's website and via other marketing and publicity methods.
2. IBEW Local 102 and the College agree to promptly communicate with each other any future curriculum changes, policy changes or resident credit requirements that will affect this agreement.
3. Each institution will designate in writing an employee who will serve as the point of contact for the administration of this agreement.

III. Agreement Review

1. IBEW Local 102 and the College will notify one another of curricular changes upon institutional approval. This Agreement will continue in effect and will be automatically renewed from academic year to academic year for up to three years, although either IBEW Local 102 or HCCC may withdraw from this Agreement upon written notification to the other party at the end of any academic year of the College.
2. This Agreement shall be reviewed and modified, as needed, every three years by officials at IBEW Local 102 and HCCC.
3. This agreement represents the entire agreement between IBEW Local 102 and the College through their authorized agents and will be deemed fully executed on the date of the last

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Brotherhood of Electrical Workers (IBEW) Union, Local 102**

signature. All negotiations, oral agreements, and understandings are merged herein, and any change(s) in the terms must be made in writing and signed by all parties.

Term

1. This Agreement will be immediately effective upon its signing by the appropriate parties and will be renewed after every three years.

IV. Miscellaneous

This Agreement shall be governed by the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions. All disputes between the parties arising out of, or relating to this Agreement shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey venued in Hudson County, New Jersey.

VI. Approvals

Intending to be bound, the parties execute this Agreement below by their authorized representatives.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Brotherhood of Electrical Workers (IBEW) Union, Local 102**

IBEW Local 102

Hudson County Community College

IBEW Local 102

**President
Hudson County Community College**

Date

Date

**Vice President for Academic Affairs
Hudson County Community College**

Date

ARTICULATION AGREEMENT
BETWEEN
HUDSON COUNTY COMMUNITY COLLEGE
&
International Brotherhood of Electrical Workers
(IBEW) Union, Local 269
For Academic Pathways in Construction Management

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

I. Purpose and Goals

The primary objective of this Agreement is to provide articulation with International Brotherhood of Electrical Workers, Local 269 (the "IBEW") and Hudson County Community College (the "College"), granting College credits for demonstrated academic proficiency in the study of Construction Management acquired by persons who have successfully completed the IBEW Local 269 apprenticeship program.

The IBEW Local 269 apprenticeship program has an extensive curriculum that is accredited by the American Council on Education.

The curriculum at IBEW Local 269 is developed and approved by the Electrical Training Alliance. The curriculum is a five-year curriculum with core competencies that must be learned within each curriculum year. The five-year curriculum identifies the number of granted college credits for each learning lesson within the annual curriculum. The primary instructional format is in the form of classroom instruction, labs, computer-based training, and audiovisual materials. In order to move from one level of learning to the next, apprentices must demonstrate established levels of proficiency in each of the standardized curriculum's functional areas of instruction by passing written examinations.

The College awards two Proficiency Certificates:

Proficiency Certificate in Construction Administration: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include construction administration.

Proficiency Certificate in Construction Technology: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include technical skills.

Both Proficiency Certificates are transferable to the Academic Certificate and Associate of Applied Science (AAS) degree in Construction Management.

It is anticipated that the College credits awarded by this Agreement will inform and encourage graduates of the IBEW Local 269 apprenticeship program, to pursue the educational and career advancement opportunities that matriculation at the College will provide and afford such persons the ability to expedite the successful completion of their degree requirements.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

The Transfer Articulation Application Process and Procedures

IBEW Local 269 and Hudson County Community College (“College”) enter into this Articulation Agreement/MOU and agree as follows:

1. The IBEW can have articulation with the following two programs. For each program, apprentices will need to take additional courses, as discussed below.

- i. **Proficiency Certificate in Construction Administration:** It is composed of the following courses.

- *CNM 220 - Construction Codes (3 Credit)*
- *CNM 222 - Construction Project Management (4 Credit)*
- *CNM 225 - Cost Estimation (3 Credit)*
- *CNM 230 - Construction Project Planning and Control (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*
- *CSS 100 – College Student Success 1 (1 credit)*

- a. The apprenticeship program of IBEW Local 269 partially covers the topics of CNM 220, CNM 222, and CNM 225. To get credit for these three courses, the apprentices will take a course (CEBUS-CS-1 - Construction Supervision) in HCCC’s School of Continuing Education and Workforce Development (CEWD), which will cover the missing material from CNM 220, CNM 222, and CNM 225. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 220, CNM 222, and CNM 225 as well as a Certificate in Construction Supervision from CEWD.
- b. The apprenticeship program does not cover any significant material in **CNM 230**. Students will enroll in CNM 230, EGS 101 and CSS 100 at the college.

- ii. **Proficiency Certificate in Construction Technology:** It is composed of the following courses.

- *CNM 120 - Introduction to Engineering Science and Calculation (4 Credit)*
- *CNM 202 - Construction Procedures, Material and Testing (4 Credit)*
- *CNM 205 - Surveying and Site Planning (3 Credit)*
- *CNM 201 - Introduction to Basic Structures (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*

- a. The apprenticeship program of IBEW Local 269 partially covers the topics of CNM 120, CNM 202 and CNM 205. To get credit for these three courses, the apprentices will take a

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

course (CEBUS-CS-2 – Construction Operations) in the HCCC Continuing Education and Workforce Development (CEWD) division, which will cover the missing material from CNM 120, CNM 202, and CNM 205. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 120, CNM 202, and CNM 205 as well as a Certificate in Construction Operations from CEWD.

- b. The apprenticeship program does not cover any significant material in **CNM 201**. Students will enroll in CNM 201 and EGS 101 at the college.
1. In order to receive course credits at the College described in the preceding paragraph, students must: (a) be admitted to the College, (b) be matriculated in the College's Construction Administration or Construction Technology program, and (c) present to the Registrar a notarized document entitled "Certificate of Completion", indicating graduation from the IBEW Local 269 apprenticeship program.
2. The course credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination", in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (G.P.A.).
3. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.
4. Transfer of credits earned at other institutions of higher education by examination or other assessment of prior learning shall adhere and be subject to HCCC's Transfer Policy.
5. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement i.e. (CNM 220, CNM 222, and CNM 225 for Construction Administration and CNM 120, CNM 202, and CNM 205 for Construction Technology). However, students will be charged for either of the two classes taken at HCCC with CEWD i.e. (CEBUS-CS-1 - Construction Supervision and CEBUS-CS-2 – Construction Operations) according to the prevailing per credit tuition rates of CEWD. Both of the CEBUS courses are of 4 credit each.
6. The courses taken at CEWD are not eligible for financial aid.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

7. Appropriate members of the faculties of the College and representatives of IBEW Local 269 will meet annually (if needed) to address areas of mutual concern, including but not limited to the sharing of recommendations regarding the content and implementation of this Agreement and curriculum and programmatic changes. The minutes of this annual meeting will be provided to the appropriate Dean, the Chief Academic Officer, and the College's Construction Management Advisory Committee.

II. Institutional Responsibilities

IBEW Local 269 and the College agree to promote the Articulation Program in appropriate publications and at recruitment and outreach activities.

1. IBEW Local 269 and the College agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. IBEW Local 269 and the College agree to acknowledge and recognize the articulation programs on each institution's website and via other marketing and publicity methods.
2. IBEW Local 269 and the College agree to promptly communicate with each other any future curriculum changes, policy changes or resident credit requirements that will affect this agreement.
3. Each institution will designate in writing an employee who will serve as the point of contact for the administration of this agreement.

III. Agreement Review

1. IBEW Local 269 and the College will notify one another of curricular changes upon institutional approval. This Agreement will continue in effect and will be automatically renewed from academic year to academic year for up to three years, although either IBEW Local 269 or HCCC may withdraw from this Agreement upon written notification to the other party at the end of any academic year of the College.
2. This Agreement shall be reviewed and modified, as needed, every three years by officials at IBEW Local 269 and HCCC.
3. This agreement represents the entire agreement between IBEW Local 269 and the College through their authorized agents and will be deemed fully executed on the date of the last

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

signature. All negotiations, oral agreements, and understandings are merged herein, and any change(s) in the terms must be made in writing and signed by all parties.

IV. Term

1. This Agreement will be immediately effective upon its signing by the appropriate parties and will be renewed after every three years.

V. Miscellaneous

This Agreement shall be governed by the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions. All disputes between the parties arising out of, or relating to this Agreement shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey venued in Hudson County, New Jersey.

VI. Approvals

Intending to be bound, the parties execute this Agreement below by their authorized representatives.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Brotherhood of Electrical Workers (IBEW) Union, Local 269**

IBEW Local 269,

Hudson County Community College

IBEW Local 269

**President
Hudson County Community College**

Date

Date

**Vice President for Academic Affairs
Hudson County Community College**

Date

ARTICULATION AGREEMENT
BETWEEN
HUDSON COUNTY COMMUNITY COLLEGE
&
Heat and Frost Insulators and Allied Workers
(INSULATORS), Local 32
For Academic Pathways in Construction Management

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Heat and Frost Insulators and Allied Workers
(INSULATORS), Local 32**

I. Purpose and Goals

The primary objective of this Agreement is to provide articulation with Heat and Frost Insulators and Allied Workers, Local 32 (the "INSULATORS") and Hudson County Community College (the "College"), granting College credits for demonstrated academic proficiency in the study of Construction Management acquired by persons who have successfully completed the INSULATORS Local 32 apprenticeship program.

The INSULATORS Local 32 apprenticeship program has an extensive curriculum that is accredited by the US Department of Labor.

The curriculum is a four-year curriculum with core competencies that must be learned within each curriculum year. The four-year curriculum identifies the number of granted college credits for each learning lesson within the annual curriculum. The primary instructional format is in the form of classroom instruction, labs, computer-based training, and audiovisual materials. In order to move from one level of learning to the next, apprentices must demonstrate established levels of proficiency in each of the standardized curriculum's functional areas of instruction by passing written examinations.

The College awards two Proficiency Certificates:

Proficiency Certificate in Construction Administration: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include construction administration.

Proficiency Certificate in Construction Technology: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include technical skills.

Both Proficiency Certificates are transferable to the Academic Certificate and Associate of Applied Science (AAS) degree in Construction Management.

It is anticipated that the College credits awarded by this Agreement will inform and encourage graduates of the INSULATORS Local 32 apprenticeship program, to pursue the educational and career advancement opportunities that matriculation at the College will provide and afford such persons the ability to expedite the successful completion of their degree requirements.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Heat and Frost Insulators and Allied Workers
(INSULATORS), Local 32**

The Transfer Articulation Application Process and Procedures

INSULATORS Local 32 and Hudson County Community College (“College”) enter into this Articulation Agreement/MOU and agree as follows:

1. The INSULATORS can have articulation with the following two programs. For each program, apprentices will need to take additional courses, as discussed below.

- i. **Proficiency Certificate in Construction Administration:** It is composed of the following courses.

- *CNM 220 - Construction Codes (3 Credit)*
- *CNM 222 - Construction Project Management (4 Credit)*
- *CNM 225 - Cost Estimation (3 Credit)*
- *CNM 230 - Construction Project Planning and Control (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*
- *CSS 100 – College Student Success 1 (1 credit)*

- a. The apprenticeship program of INSULATORS Local 32 partially covers the topics of CNM 220, CNM 222, and CNM 225. To get credit for these three courses, the apprentices will take a course (CEBUS-CS-1 - Construction Supervision) in HCCC’s School of Continuing Education and Workforce Development (CEWD), which will cover the missing material from CNM 220, CNM 222, and CNM 225. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 220, CNM 222, and CNM 225 as well as a Certificate in Construction Supervision from CEWD.

- b. The apprenticeship program does not cover any significant material in **CNM 230**. Students will enroll in CNM 230, EGS 101 and CSS 100 at the college.

- ii. **Proficiency Certificate in Construction Technology:** It is composed of the following courses.

- *CNM 120 - Introduction to Engineering Science and Calculation (4 Credit)*
- *CNM 202 - Construction Procedures, Material and Testing (4 Credit)*
- *CNM 205 - Surveying and Site Planning (3 Credit)*
- *CNM 201 - Introduction to Basic Structures (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*

- a. The apprenticeship program of INSULATORS Local 32 partially covers the topics of CNM 120, CNM 202 and CNM 205. To get credit for these three courses, the apprentices

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Heat and Frost Insulators and Allied Workers
(INSULATORS), Local 32**

will take a course (CEBUS-CS-2 – Construction Operations) in the HCCC Continuing Education and Workforce Development (CEWD) division, which will cover the missing material from CNM 120, CNM 202, and CNM 205. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 120, CNM 202, and CNM 205 as well as a Certificate in Construction Operations from CEWD.

- b. The apprenticeship program does not cover any significant material in **CNM 201**. Students will enroll in CNM 201 and EGS 101 at the college.
1. In order to receive course credits at the College described in the preceding paragraph, students must: (a) be admitted to the College, (b) be matriculated in the College's Construction Administration or Construction Technology program, and (c) present to the Registrar a notarized document entitled "Certificate of Completion", indicating graduation from the INSULATORS Local 32 apprenticeship program.
2. The course credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination", in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (G.P.A.).
3. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.
4. Transfer of credits earned at other institutions of higher education by examination or other assessment of prior learning shall adhere and be subject to HCCC's Transfer Policy.
5. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement i.e. (CNM 220, CNM 222, and CNM 225 for Construction Administration and CNM 120, CNM 202, and CNM 205 for Construction Technology). However, students will be charged for either of the two classes taken at HCCC with CEWD i.e. (CEBUS-CS-1 - Construction Supervision and CEBUS-CS-2 – Construction Operations) according to the prevailing per credit tuition rates of CEWD. Both of the CEBUS courses are of 4 credit each.
6. The courses taken at CEWD are not eligible for financial aid.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Heat and Frost Insulators and Allied Workers
(INSULATORS), Local 32**

7. Appropriate members of the faculties of the College and representatives of INSULATORS Local 32 will meet annually (if needed) to address areas of mutual concern, including but not limited to the sharing of recommendations regarding the content and implementation of this Agreement and curriculum and programmatic changes. The minutes of this annual meeting will be provided to the appropriate Dean, the Chief Academic Officer, and the College's Construction Management Advisory Committee.

II. Institutional Responsibilities

INSULATORS Local 32 and the College agree to promote the Articulation Program in appropriate publications and at recruitment and outreach activities.

1. INSULATORS Local 32 and the College agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. INSULATORS Local 32 and the College agree to acknowledge and recognize the articulation programs on each institution's website and via other marketing and publicity methods.
2. INSULATORS Local 32 and the College agree to promptly communicate with each other any future curriculum changes, policy changes or resident credit requirements that will affect this agreement.
3. Each institution will designate in writing an employee who will serve as the point of contact for the administration of this agreement.

III. Agreement Review

1. INSULATORS Local 32 and the College will notify one another of curricular changes upon institutional approval. This Agreement will continue in effect and will be automatically renewed from academic year to academic year for up to three years, although either INSULATORS Local 32 or HCCC may withdraw from this Agreement upon written notification to the other party at the end of any academic year of the College.
2. This Agreement shall be reviewed and modified, as needed, every three years by officials at INSULATORS Local 32 and HCCC.
3. This agreement represents the entire agreement between INSULATORS Local 32 and the College through their authorized agents and will be deemed fully executed on the date of

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Heat and Frost Insulators and Allied Workers
(INSULATORS), Local 32**

the last signature. All negotiations, oral agreements, and understandings are merged herein, and any change(s) in the terms must be made in writing and signed by all parties.

IV. Term

1. This Agreement will be immediately effective upon its signing by the appropriate parties and will be renewed after every three years.

V. Miscellaneous

This Agreement shall be governed by the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions. All disputes between the parties arising out of, or relating to this Agreement shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey venued in Hudson County, New Jersey.

VI. Approvals

Intending to be bound, the parties execute this Agreement below by their authorized representatives.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Heat and Frost Insulators and Allied Workers (INSULATORS), Local 32**

INSULATORS Local 32,

Hudson County Community College

INSULATORS Local 32

**President
Hudson County Community College**

Date

Date

**Vice President for Academic Affairs
Hudson County Community College**

Date

ARTICULATION AGREEMENT
BETWEEN
HUDSON COUNTY COMMUNITY COLLEGE
&
International Union of Operating Engineers (IUOE),
Local 825
For Academic Pathways in Construction Management

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Union of Operating Engineers (IUOE), Local 825**

I. Purpose and Goals

The primary objective of this Agreement is to provide articulation with International Union of Operating Engineers, Local 825 (the "IUOE") and Hudson County Community College (the "College"), granting College credits for demonstrated academic proficiency in the study of Construction Management acquired by persons who have successfully completed the IUOE Local 825 apprenticeship program.

The IUOE Local 825 apprenticeship program has an extensive curriculum that is accredited by the US Department of Labor.

The curriculum is a four-year curriculum with core competencies that must be learned within each curriculum year. The four-year curriculum identifies the number of granted college credits for each learning lesson within the annual curriculum. The primary instructional format is in the form of classroom instruction, labs, computer-based training, and audiovisual materials. In order to move from one level of learning to the next, apprentices must demonstrate established levels of proficiency in each of the standardized curriculum's functional areas of instruction by passing written examinations.

The College awards two Proficiency Certificates:

Proficiency Certificate in Construction Administration: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include construction administration.

Proficiency Certificate in Construction Technology: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include technical skills.

Both Proficiency Certificates are transferable to the Academic Certificate and Associate of Applied Science (AAS) degree in Construction Management.

It is anticipated that the College credits awarded by this Agreement will inform and encourage graduates of the IUOE Local 825 apprenticeship program, to pursue the educational and career advancement opportunities that matriculation at the College will provide and afford such persons the ability to expedite the successful completion of their degree requirements.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Union of Operating Engineers (IUOE), Local 825**

The Transfer Articulation Application Process and Procedures

IUOE Local 825 and Hudson County Community College (“College”) enter into this Articulation Agreement/MOU and agree as follows:

1. The IUOE can have articulation with the following two programs. For each program, apprentices will need to take additional courses, as discussed below.

- i. **Proficiency Certificate in Construction Administration:** It is composed of the following courses.

- *CNM 220 - Construction Codes (3 Credit)*
- *CNM 222 - Construction Project Management (4 Credit)*
- *CNM 225 - Cost Estimation (3 Credit)*
- *CNM 230 - Construction Project Planning and Control (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*
- *CSS 100 – College Student Success 1 (1 credit)*

- a. The apprenticeship program of IUOE Local 825 partially covers the topics of CNM 220, CNM 222, and CNM 225. To get credit for these three courses, the apprentices will take a course (CEBUS-CS-1 - Construction Supervision) in HCCC’s School of Continuing Education and Workforce Development (CEWD), which will cover the missing material from CNM 220, CNM 222, and CNM 225. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 220, CNM 222, and CNM 225 as well as a Certificate in Construction Supervision from CEWD.
- b. The apprenticeship program does not cover any significant material in **CNM 230**. Students will enroll in CNM 230, EGS 101 and CSS 100 at the college.

- ii. **Proficiency Certificate in Construction Technology:** It is composed of the following courses.

- *CNM 120 - Introduction to Engineering Science and Calculation (4 Credit)*
- *CNM 202 - Construction Procedures, Material and Testing (4 Credit)*
- *CNM 205 - Surveying and Site Planning (3 Credit)*
- *CNM 201 - Introduction to Basic Structures (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*

- a. The apprenticeship program of IUOE Local 825 partially covers the topics of CNM 120, CNM 202 and CNM 205. To get credit for these three courses, the apprentices will take a

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Union of Operating Engineers (IUOE), Local 825**

course (CEBUS-CS-2 – Construction Operations) in the HCCC Continuing Education and Workforce Development (CEWD) division, which will cover the missing material from CNM 120, CNM 202, and CNM 205. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 120, CNM 202, and CNM 205 as well as a Certificate in Construction Operations from CEWD.

- b. The apprenticeship program does not cover any significant material in **CNM 201**. Students will enroll in CNM 201 and EGS 101 at the college.
1. In order to receive course credits at the College described in the preceding paragraph, students must: (a) be admitted to the College, (b) be matriculated in the College's Construction Administration or Construction Technology program, and (c) present to the Registrar a notarized document entitled "Certificate of Completion", indicating graduation from the IUOE Local 825 apprenticeship program.
2. The course credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination", in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (G.P.A.).
3. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.
4. Transfer of credits earned at other institutions of higher education by examination or other assessment of prior learning shall adhere and be subject to HCCC's Transfer Policy.
5. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement i.e. (CNM 220, CNM 222, and CNM 225 for Construction Administration and CNM 120, CNM 202, and CNM 205 for Construction Technology). However, students will be charged for either of the two classes taken at HCCC with CEWD i.e. (CEBUS-CS-1 - Construction Supervision and CEBUS-CS-2 – Construction Operations) according to the prevailing per credit tuition rates of CEWD. Both of the CEBUS courses are of 4 credit each.
6. The courses taken at CEWD are not eligible for financial aid.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Union of Operating Engineers (IUOE), Local 825**

7. Appropriate members of the faculties of the College and representatives of IUOE Local 825 will meet annually (if needed) to address areas of mutual concern, including but not limited to the sharing of recommendations regarding the content and implementation of this Agreement and curriculum and programmatic changes. The minutes of this annual meeting will be provided to the appropriate Dean, the Chief Academic Officer, and the College's Construction Management Advisory Committee.

II. Institutional Responsibilities

IUOE Local 825 and the College agree to promote the Articulation Program in appropriate publications and at recruitment and outreach activities.

1. IUOE Local 825 and the College agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. IUOE Local 825 and the College agree to acknowledge and recognize the articulation programs on each institution's website and via other marketing and publicity methods.
2. IUOE Local 825 and the College agree to promptly communicate with each other any future curriculum changes, policy changes or resident credit requirements that will affect this agreement.
3. Each institution will designate in writing an employee who will serve as the point of contact for the administration of this agreement.

III. Agreement Review

1. IUOE Local 825 and the College will notify one another of curricular changes upon institutional approval. This Agreement will continue in effect and will be automatically renewed from academic year to academic year for up to three years, although either IUOE Local 825 or HCCC may withdraw from this Agreement upon written notification to the other party at the end of any academic year of the College.
2. This Agreement shall be reviewed and modified, as needed, every three years by officials at IUOE Local 825 and HCCC.
3. This agreement represents the entire agreement between IUOE Local 825 and the College through their authorized agents and will be deemed fully executed on the date of the last

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Union of Operating Engineers (IUOE), Local 825**

signature. All negotiations, oral agreements, and understandings are merged herein, and any change(s) in the terms must be made in writing and signed by all parties.

IV. Term

1. This Agreement will be immediately effective upon its signing by the appropriate parties and will be renewed after every three years.

V. Miscellaneous

This Agreement shall be governed by the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions. All disputes between the parties arising out of, or relating to this Agreement shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey venued in Hudson County, New Jersey.

VI. Approvals

Intending to be bound, the parties execute this Agreement below by their authorized representatives.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
International Union of Operating Engineers (IUOE), Local 825**

IUOE Local 825,

Hudson County Community College

IUOE Local 825

**President
Hudson County Community College**

Date

Date

**Vice President for Academic Affairs
Hudson County Community College**

Date

ARTICULATION AGREEMENT

BETWEEN

HUDSON COUNTY COMMUNITY COLLEGE

&

Sheet Metal Workers International Association
(SMART), Local Union 25

For Academic Pathways in Construction Management

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

I. Purpose and Goals

The primary objective of this Agreement is to provide articulation with Sheet Metal Workers International Association, Local Union 25 (the "SMART") and Hudson County Community College (the "College"), granting College credits for demonstrated academic proficiency in the study of Construction Management acquired by persons who have successfully completed the SMART Local 25 apprenticeship program.

The SMART Local 25 apprenticeship program has an extensive curriculum that is accredited by the US Department of Labor.

It is a four-year curriculum with core competencies that must be learned within each curriculum year. The four-year curriculum identifies the number of granted college credits for each learning lesson within the annual curriculum. The primary instructional format is in the form of classroom instruction, labs, computer-based training, and audiovisual materials. In order to move from one level of learning to the next, apprentices must demonstrate established levels of proficiency in each of the standardized curriculum's functional areas of instruction by passing written examinations.

The College awards two Proficiency Certificates:

Proficiency Certificate in Construction Administration: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include construction administration.

Proficiency Certificate in Construction Technology: It is a 16-credit certificate program designed to prepare students for careers in the construction industry. The program includes courses specific to construction that include technical skills.

Both Proficiency Certificates are transferable to the Academic Certificate and Associate of Applied Science (AAS) degree in Construction Management.

It is anticipated that the College credits awarded by this Agreement will inform and encourage graduates of the SMART Local 25 apprenticeship program, to pursue the educational and career advancement opportunities that matriculation at the College will provide and afford such persons the ability to expedite the successful completion of their degree requirements.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)**

The Transfer Articulation Application Process and Procedures

SMART Local 25 and Hudson County Community College (“College”) enter into this Articulation Agreement/MOU and agree as follows:

1. The SMART can have articulation with the following two programs. For each program, apprentices will need to take additional courses, as discussed below.

- i. **Proficiency Certificate in Construction Administration:** It is composed of the following courses.

- *CNM 220 - Construction Codes (3 Credit)*
- *CNM 222 - Construction Project Management (4 Credit)*
- *CNM 225 - Cost Estimation (3 Credit)*
- *CNM 230 - Construction Project Planning and Control (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*
- *CSS 100 – College Student Success 1 (1 credit)*

- a. The apprenticeship program of SMART Local 25 partially covers the topics of CNM 220, CNM 222, and CNM 225. To get credit for these three courses, the apprentices will take a course (CEBUS-CS-1 - Construction Supervision) in HCCC’s School of Continuing Education and Workforce Development (CEWD), which will cover the missing material from CNM 220, CNM 222, and CNM 225. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 220, CNM 222, and CNM 225 as well as a Certificate in Construction Supervision from CEWD.
- b. The apprenticeship program does not cover any significant material in **CNM 230**. Students will enroll in CNM 230, EGS 101 and CSS 100 at the college.

- ii. **Proficiency Certificate in Construction Technology:** It is composed of the following courses.

- *CNM 120 - Introduction to Engineering Science and Calculation (4 Credit)*
- *CNM 202 - Construction Procedures, Material and Testing (4 Credit)*
- *CNM 205 - Surveying and Site Planning (3 Credit)*
- *CNM 201 - Introduction to Basic Structures (3 Credit)*
- *EGS 101- Engineering Graphics (2 credits)*

- a. The apprenticeship program of SMART Local 25 partially covers the topics of CNM 120, CNM 202 and CNM 205. To get credit for these three courses, the apprentices will take a

ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
NJ Administrative District Council of Bricklayers and Allied Craftworkers (BAC)

course (CEBUS-CS-2 – Construction Operations) in the HCCC Continuing Education and Workforce Development (CEWD) division, which will cover the missing material from CNM 120, CNM 202, and CNM 205. Students who pass the course in CEWD with a grade of C or better will receive credit for CNM 120, CNM 202, and CNM 205 as well as a Certificate in Construction Operations from CEWD.

- b. The apprenticeship program does not cover any significant material in **CNM 201**. Students will enroll in CNM 201 and EGS 101 at the college.
1. In order to receive course credits at the College described in the preceding paragraph, students must: (a) be admitted to the College, (b) be matriculated in the College's Construction Administration or Construction Technology program, and (c) present to the Registrar a notarized document entitled "Certificate of Completion", indicating graduation from the SMART Local 25 apprenticeship program.
2. The course credits identified in paragraph 1 herein will be reflected on the College transcript as "Credit by Examination", in the same manner as credits obtained through other external standardized examinations, such as the College Level Examination Program (CLEP), and such credits will not be counted in computing a student's Grade Point Average (G.P.A.).
3. The policies reflected in this Agreement apply only to the College's records. In the case of transfer to another institution of higher education, the acceptance of all credits awarded by this Agreement will be in accordance with the prevailing policies of the receiving institution.
4. Transfer of credits earned at other institutions of higher education by examination or other assessment of prior learning shall adhere and be subject to HCCC's Transfer Policy.
5. No tuition or fees will be charged to any student for the credits earned by articulation pursuant to this Agreement i.e. (CNM 220, CNM 222, and CNM 225 for Construction Administration and CNM 120, CNM 202, and CNM 205 for Construction Technology). However, students will be charged for either of the two classes taken at HCCC with CEWD i.e. (CEBUS-CS-1 - Construction Supervision and CEBUS-CS-2 – Construction Operations) according to the prevailing per credit tuition rates of CEWD. Both of the CEBUS courses are of 4 credit each.
6. The courses taken at CEWD are not eligible for financial aid.

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7. Appropriate members of the faculties of the College and representatives of SMART Local 25 will meet annually (if needed) to address areas of mutual concern, including but not limited to the sharing of recommendations regarding the content and implementation of this Agreement and curriculum and programmatic changes. The minutes of this annual meeting will be provided to the appropriate Dean, the Chief Academic Officer, and the College's Construction Management Advisory Committee.

II. Institutional Responsibilities

SMART Local 25 and the College agree to promote the Articulation Program in appropriate publications and at recruitment and outreach activities.

1. SMART Local 25 and the College agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. SMART Local 25 and the College agree to acknowledge and recognize the articulation programs on each institution's website and via other marketing and publicity methods.
2. SMART Local 25 and the College agree to promptly communicate with each other any future curriculum changes, policy changes or resident credit requirements that will affect this agreement.
3. Each institution will designate in writing an employee who will serve as the point of contact for the administration of this agreement.

III. Agreement Review

1. SMART Local 25 and the College will notify one another of curricular changes upon institutional approval. This Agreement will continue in effect and will be automatically renewed from academic year to academic year for up to three years, although either SMART Local 25 or HCCC may withdraw from this Agreement upon written notification to the other party at the end of any academic year of the College.
2. This Agreement shall be reviewed and modified, as needed, every three years by officials at SMART Local 25 and HCCC.
3. This agreement represents the entire agreement between SMART Local 25 and the College through their authorized agents and will be deemed fully executed on the date of the last

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signature. All negotiations, oral agreements, and understandings are merged herein, and any change(s) in the terms must be made in writing and signed by all parties.

IV. Term

1. This Agreement will be immediately effective upon its signing by the appropriate parties and will be renewed after every three years.

V. Miscellaneous

This Agreement shall be governed by the laws of the State of New Jersey without regard to New Jersey's conflicts of laws rules or provisions. All disputes between the parties arising out of, or relating to this Agreement shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey venued in Hudson County, New Jersey.

VI. Approvals

Intending to be bound, the parties execute this Agreement below by their authorized representatives.

**ARTICULATION AGREEMENT
HUDSON COUNTY COMMUNITY COLLEGE &
Sheet Metal Workers International Association (SMART), Local Union 25**

SMART Local 25,

Hudson County Community College

SMART Local 25

**President
Hudson County Community College**

Date

Date

**Vice President for Academic Affairs
Hudson County Community College**

Date