

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

Regular Meeting--Board of Trustees
February 18, 2014

AGENDA

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

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 18, 2014**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Kevin Callahan	<u>PRESENT</u>
Karen A. Fahrenholz	<u>ABSENT</u>
James Fife	<u>PRESENT</u>
Glen Gabert - President, ex officio	<u>PRESENT</u>
Roberta Kenny	<u>PRESENT</u>
Joanne Kosakowski	<u>PRESENT</u>
Bakari Lee	<u>PRESENT</u>
William J. Netchert	<u>ABSENT</u>
Ramsey Olivencia, Student Alumni Representative, ex officio	<u>ABSENT</u>
Jeanette Peña	<u>PRESENT</u>
Adrienne Sires	<u>PRESENT</u>

This meeting is called in conformance with the "Open Public Meetings Act." A notice of the meeting of the Board of Trustees was transmitted to all Board members, advertised in The Jersey Journal, The Star Ledger, filed with each Office of the Hudson County Municipal Clerks, and posted on the Public Bulletin Boards of the Hudson County Community College at 25 Journal Square, 70 Sip Avenue, Jersey City, New Jersey and at the North Hudson Higher Education Center, Union City, New Jersey stating the date, time and place of said meeting.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 18, 2014**

III. COMMENTS FROM THE PUBLIC

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 18, 2014**

IV. CLOSED SESSION

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 18, 2014**

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 18, 2014**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular Meeting of January 28, 2014 are herewith officially submitted to the Board Trustees for approval. (Attachment A)

Recommendation:

It is the recommendation of the President that the Board of Trustees accept the Minutes of the Regular Meeting of January 28, 2014.

2. GIFTS, GRANTS, AND CONTRACTS REPORT - None

RESOLUTION: Now, therefore, be it resolved that the Board of Trustees accept Item VI. Regular Monthly Reports and Recommendations #1 and #2.

INTRODUCED BY: James Fife

SECONDED BY: Joanne Kosakowski

DATE: February 18, 2014

Callahan, Kevin	<u>AYE</u>
Fahrenheit, Karen	<u>ABSENT</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>AYE</u>
Netchert, William, Chair	<u>ABSENT</u>

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

2-18-2014
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 18, 2014**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Award of Consultant for Biotechnology Program

REPORT/BACKGROUND:

The College has a need to use a consultant to assist in the review of the curriculum plan for the Biotechnology program.

It is proposed that Melanie K. Lenahan, of Somerville, New Jersey, be engaged to provide the services at a cost not to exceed \$2,500.

The Vice President for Academic Affairs approves this expenditure.

RECOMMENDATION:

The President, the Administration, and the Finance Committee of the Board of Trustees recommend that the Board of Trustees approve Melanie K. Lenahan to perform consulting services, at a cost not to exceed \$2,500, to be funded from the operating budget.

RESOLUTION:

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendation of the President, and the Finance Committee as outlined above in **VII. Fiscal, Administrative, Lease and Capital Recommendation: 1) Award of Consultant for Biotechnology Program.**

INTRODUCED BY: Adrienne Sires

SECONDED BY: James Fife

DATE: February 18, 2014

Callahan, Kevin	<u>AYE</u>
Fahrenheit, Karen	<u>ABSENT</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>AYE</u>
Netchert, William, Chair	<u>ABSENT</u>

7 Ayes..... 0 Nay

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


Signature of Recorder

2-18-2014
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 18, 2014**

VIII. PERSONNEL RECOMMENDATIONS

1. APPOINTMENT OF STAFF

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Micale Dort	Admissions Recruiter	2/19/2014	\$32,000 (pro-rated)

Note: This is a replacement for Danielle Warren.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Kelly Garay	Senior Lab Assistant	2/19/2014	\$32,000 (pro-rated)

Note: This is a replacement for Diana Perez.

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

2. TEMPORARY FULL-TIME FACULTY ASSIGNMENT

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Julie Lonon	Instructor, English	1/23/2014 5/30/2014	\$20,000 (pro-rated)

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

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Carlos Pomares	Instructor, History	1/23/2014 5/30/2014	\$20,000 (pro-rated)

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

RECOMMENDATION:
The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Full-Time Faculty Temporary Assignments above as Personnel Recommendation Item No. 2.

3. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: FEBRUARY 18 – JUNE 30, 2014.

Last Name	First Name	Department	Title	Position Id
An	SeungChan	ADJ Academic Support Services	Tutor	TUTOR-150505
Chen	Jun	ADJ Academic Support Services	Tutor	TUTOR-150505
McElrone	Loriebel	ADJ Academic Support Services	Tutor	TUTOR-150505
Oye	Tom	ADJ Academic Support Services	Tutor	TUTOR-150505
Khokhar	Abdul	ADJ Academic Support Services	Tutor	TUTOR-150505
Dackdouss	Ziad	ADJ Academic Support Services	Tutor	TUTOR-150505
Ferguson	Dameian	ADJ Academic Support Services	Tutor	TUTOR-150505
Huntley	Charles	ADJ Academic Support Services	Tutor	TUTOR-150505
DiGenio	Natasha	ADJ Academic Support Services	Tutor	TUTOR-150505
Rafa	Omar	ADJ Academic Support Services	Tutor	TUTOR-150505
Park	Irene	ADJ Academic Support Services	Tutor	TUTOR-150505
Chitty	Shawn	Business, Culinary and Hospitality	Receiving Clerk	RECLERK-101030
Muniz	Alexis	CBI	Instructor	PTINST-605003
Fabara	Kenny	CBI	Instructor	PTINST-103005
Concepcion de Amparo	Glenny	Culinary Arts	Dishwasher	CULDDW-101030
Mascis	Catherine	Disability Support Services	Notetaker	READER-101015
Derteano	Gloria	Evening, Weekend & Off-Site Programs	Administrator, Evening & Weekend	EWKADM-252010
Daane	Mary	Evening, Weekend & Off-Site Programs	Administrator, Evening & Weekend	EWKADM-252010
Trillo	Domingo	Maintenance	Facilities Worker	PTFWK-300510
Sanghavi	Hardik	Information Technology Services	PC Technician	PTTECH-253025
Matthews	Michael	Non-Credit Programs	Instructor	CACEINS-102020

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Part-Time Assignments listed above as Personnel Recommendation Item No. 3.

4. APPOINTMENT OF ADDITIONAL NEW HIRE ADJUNCTS SPRING 2014.

LAST NAME	FIRST NAME	DEPARTMENT
Bisnath	Christeen	Academic Foundations-Math
Delle Donna	Paul	Allied Health
Masias	Miriam	Allied Health
Montalvo	Jose	Allied Health

Rama	Janice	Allied Health
Innamorato	Stephen	Business, Culinary and Hospitality
Carrion	Adriana	ESL
Karavaykova Yoon	Olga	ESL
Ni	Cythnia	ESL
Thornton	Keeley	ESL
Teichman	Rebecca	ESL
Andrews	Suzette	HSS
Berthelot	Amanda	HSS
Gil Ramos	Sara	HSS
Hart	Thurman	HSS
Kelly	Daniel	HSS
Lopez	Juan	HSS
Lizardo	Mariel	HSS
Lancaster	Thomas	HSS
Morgan	Nakeia	HSS
Oneil	Tracy	HSS
Smith	Jeremy	HSS
Tucker	Leon	HSS
Veiga	Karina	HSS
Williams Nicholas	Marsha	HSS
Butt	Mohammad	STEM

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Additional New Hire Adjuncts Fall FY 2013 listed above as Personnel Recommendation Item No 4.

5. TENURE APPOINTMENTS- EFFECTIVE ACADEMIC YEAR 2014-2015:

REPORTS/BACKGROUND

The criteria for tenure include excellence in teaching, in scholarly achievement, in service to the College and community and in the fulfillment of professional responsibilities. Applications for tenure are reviewed by a Tenure Review Board and recommendations are forwarded through the Academic Vice President to the President for approval and presentation to the Board of Trustees. The following are recommended for tenure effective Academic Year 2014-2015.

Joseph Caniglia	Instructor of English (Academic Foundations)
Sean Egan	Instructor of English (Academic Foundations)
Catherine Sweeting	instructor of English
Julie Willis	Instructor of Speech
Elana Winslow	Instructor of Business

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Tenure Appointments effective Academic Year 2014-2015 above as Personnel Recommendation Item No. 5.

6. MODIFICATION OF STAFFING TABLE FOR FY 14

REPORTS/BACKGROUND

ADD TITLE:

Transitional Program Coordinator, Grant Funded Position

RECOMMENDATION:

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

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration and the Personnel Committee as outlined above in **Item VIII. Personnel Recommendations 1-6:** (1) Appointment of Staff, (2) Temporary Full Time Faculty Assignment, (3) Appointment of Additional New & Continuing Part-Time Hires, (4) Appointment of Additional New Hire Adjuncts, (5) Tenure Appointment Effective Academic Year, and (6) Modification of Staffing Table for FY 14.

INTRODUCED BY: James Fife

SECONDED BY: Joanne Kosakowski

DATE: February 18, 2014

Callahan, Kevin	<u>AYE</u>
Fahrenheit, Karen	<u>ABSENT</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>AYE</u>
Netchert, William, Chair	<u>ABSENT</u>

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

2-18-14
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 18, 2014**

IX. ACADEMIC AND STUDENT AFFAIRS - None

**HUDSON COUNTY COMMUNITY COLLEGE
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February 18, 2014**

X. NEW BUSINESS

None

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XI. ADJOURNMENT

THAT, the meeting be adjourned at 5:18 P.M.

INTRODUCED BY: Kevin Callahan

SECONDED BY: James Fife

DATE: February 18, 2014

Callahan, Kevin	<u>AYE</u>
Fahrenholz, Karen	<u>ABSENT</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Pefia, Jeanette	<u>AYE</u>
Sires, Adrienne	<u>AYE</u>
Netchert, William, Chair	<u>ABSENT</u>

7 Ayes..... 0 Nay

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

Jennifer Oakley
Signature of Recorder

2-18-2014
Date