

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 19, 2013

AGENDA

I. CALL TO ORDER - FLAG SALUTE Mr. Netchert

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Joseph Cundari, Trustee Emeritus
Karen A. Fahrenholz, Secretary/Treasurer
James Fife
Glen Gabert - President
Shannon Gallagher
Roberta Kenny
Joanne Kosakowski
Bakari Gerard Lee, Vice Chair
William J. Netchert, Chair
Jeanette Peña
Adrienne Sires
Katia Stack
Alfred Zampella

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 19, 2013**

CALL TO ORDER

I. FLAG SALUTE

II. ROLL CALL AND RECOGNITION OF VISITORS

Trustees:

Joseph Cundari, Trustee Emeritus, ex-officio	<u>ABSENT</u>
Karen A. Fahrenholz	<u>PRESENT</u>
James Fife	<u>PRESENT</u>
Glen Gabert - President, ex officio	<u>PRESENT</u>
Shannon Gallagher, Student Alumni Representative, ex officio	<u>PRESENT</u>
Roberta Kenny	<u>PRESENT</u>
Joanne Kosakowski	<u>PRESENT</u>
Bakari Lee	<u>PRESENT</u>
William J. Netchert	<u>PRESENT</u>
Jeanette Peña	<u>ABSENT</u>
Adrienne Sires	<u>ABSENT</u>
Katia Stack	<u>ABSENT</u>
Alfred Zampella	<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 19, 2013**

III. COMMENTS FROM THE PUBLIC

Dr. Lloyd Kahn, Professor of Life Sciences and President of the Professional Association congratulated the six faculty members who received tenure. He thanked Dr. Eric Friedman, Vice President for Academic Affairs, for directing the Tenure Committee and he also thanked President Gabert and the Board of Trustees.

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 19, 2013**

IV. CLOSED SESSION - None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 19, 2013**

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

Introduction of Tenure Recipients. Dr. Eric Friedman, Vice President for Academic Affairs, and Chris Wahl, Dean of Arts and Sciences introduced the six faculty members who received tenure.

Overview of Student Activities-Dr. Paula Pando and colleagues.

Ophelia Morgan, Assistant Dean of Student Students gave a presentation on "Overview of Student Activities". She also introduced the Student Government Executive Board and one Senator from the Student Government Association for 2012-2013.

Dr. Gabert reported on the following:

- *Compared to last semester, enrollments are down 7% for the spring semester.*
- *The completion of the 35,000 sq. ft. new library is scheduled for July, 2014.*

Trustee Lee announced the following events and encouraged trustees to attend.

- *NJCCC Trustee Essentials Seminar, February 25, 2013, 5:00 pm, Holiday Inn, East Windsor, New Jersey. Trustee Lee will participate on a panel discussion called "Student Success Initiative."*
- *NJCCC Trustee Retreat on "Student Success and Governance," April 15, 2013, 3:00-8:00 pm, Middlesex County College.*

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 19, 2013**

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Regular Meeting of January 22, 2013 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 22, 2013.

2. GIFTS, GRANTS, AND CONTRACTS REPORT

The College has made the following grant & contract proposals:

TITLE: *Muslim Journeys Bookshelf – Bridging Cultures Initiative*
AGENCY: *National Endowment for the Humanities*
PURPOSE OF GRANT: *The College will receive 25 books and three films, as well as additional support materials, for display and lecture at the HCCC Learning Resource Center.*
COLLEGE ADMINISTRATOR: *Clifford Brooks*
COLLEGE CONTRIBUTION: *0*
AWARD AMOUNT: *0*
DATES OF GRANT: *1/1/13 -12/31/14*

TITLE: *Hire NJ Skills Investments- Opportunity 4 Jersey- Training Grants*
AGENCY: *New Jersey Department of Labor*
PURPOSE OF GRANT: *The CBI submitted two applications through this competition: 1) to train clients from Women Rising in hospitality and 2) to train clients from Garden State Episcopal in Customer Service.*
COLLEGE ADMINISTRATOR: *Ana Chapman*
COLLEGE CONTRIBUTION: *0*
AWARD AMOUNT: *\$300,000 each*
DATES OF GRANT: *4/1/13– 3/31/14*

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

INTRODUCED BY: Bakari Lee

SECONDED BY: Karen Fahrenholz

DATE: February 19, 2013

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stack, Katia	<u>ABSENT</u>
Zampella, Alfred	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay

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


Signature of Recorder

2-19-13
Date

**ATTACHMENT A
ITEM VI**

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

**REGULAR MEETING --- BOARD OF TRUSTEES
January 22, 2013**

MINUTES

PRESENT: Karen Fahrenholz, James Fife, Glen Gabert, (ex officio), Shannon Gallagher, Joanne Kosakowski, Bakari Lee, William Netchert, Jeanette Peña, and Alfred Zampella

Counsel to the Board: Sheri Seigelbaum, Esq. for Scarinci & Hollenbeck

ABSENT: Joseph Cundari, Trustee Emeritus, Roberta Kenny, Adrienne Sires, and Katia Stack

HCCC Staff present were: Eric Friedman, Dorothea Graham King, Lloyd Kahn, Chanida Katkanant, Pam Littles, Jennifer Oakley, Ferdinand Orock, Paula Pando, Ismael Randazzo, Cathy Seidman, John Sommer, Christopher Wahl, Marcella Williams, and Vinny Zicoello.

I. CALL TO ORDER - FLAG SALUTE 5:00 PM

II. ROLL CALL AND RECOGNITION OF VISITORS

The regular meeting was called to order by William Netchert at 5:00 p.m. and roll called by Jennifer Oakley.

III. COMMENTS FROM THE PUBLIC –

Chairman Netchert wished the President, faculty and staff a Happy 2013.

Dr. Lloyd Kahn, Professor of Life Science and President of the Professional Association stated that he would like to reinstitute his desire for team work between the Professional Association and the College.

Cathy Siedman, Associate Professor, Criminal Justice suggested microphones for the conference table in the Board Room so the audience could hear discussions more clearly.

SUSPEND THE ORDER OF THE AGENDA

Introduced by: Bakari Lee

Seconded by: Karen Fahrenholz

7 Ayes.....0 Nays

Resolution Adopted

IV. CLOSED SESSION – To discuss Personnel Matters

Introduced by: Jeanette Peña

Seconded by: Alfred Zampella

7 Ayes.....0 Nays

Resolution Adopted

The Board went into closed session. After reconvening under new business, the Board voted to eliminate a position on the staffing table due to program discontinuation.

V. AWARDS, RECOGNITIONS AND SPECIAL REPORTS

Trustee Lee announced the following events:

- Association of Community College Trustees (ACCT) Legislative Summit, February 10, 2013 in Washington. Dr. Gabert will meet with legislators. During the Summit, the following NJCCC events will also take place: Reception, February 12th and Breakfast, February 13th.
- NJCCC Trustee Essentials, February 25, 2013. Trustee Lee will participate on a panel discussion called "Student Success Initiative."

Dr. Gabert reported on the following:

- Trustee Karen Fahrenholz will give the welcoming address at the College In-Service, Thursday, January 24th, 9:30 in the Conference Center. Employees with 25 or more years of service will be honored at a luncheon.
- The entire paradigm for enrollment is shifting. The College is currently reviewing enrollments because they are down 1,173 for the spring semester. Paula Pando added that a quarter of the students could not meet their financial obligations which prevented them from enrolling.

VI. REGULAR MONTHLY REPORTS AND RECOMMENDATIONS

1. The Minutes of the Reorganization Meeting and the Regular meeting of November 20, 2012.
2. Gifts, Grants and Contract Reports - None

Introduced by: Bakari Lee

Seconded by: James Fife

7 Ayes.....0 Nays

Resolution Adopted

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

- 1) Award of Vision Care Plan for All HCCC Employees for Two (2) Years;
- 2) Rescind Resolution to Purchase Supplies for the Culinary Arts Institute;
- 3) Purchase of Supplies for the Culinary Arts Institute;
- 4) Award of General Counsel Services for 2013;
- 5) Award of Real Estate Counsel Services for 2013;
- 6) Award of Consultant Services for Academic Affairs – Consultant for New Program Evaluation - Radiography;
- 7) Purchase of Extended Service Agreements for Cisco Network Switches (As Amended);
- 8) Purchase of IPADS for Library/Learning Resource Center Instruction FY 2012; and
- 9) Upgrade of Firewall and Router

Introduced by: Karen Fahrenholz

Seconded by: Bakari Lee

7 Ayes.....0 Nays

Resolution Adopted

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Rose Mercado	Director of, Center for Academic & Student Success	1/3/2013
Kaiby Sandoval	Enrollment Record Assistant	1/4/2013
Daisy Molina	Director of Practical Nursing	1/8/2013
Timia Ligon	Coordinator, LEAP Program	1/31/2013
Anthony Williams	Research Coordinator	2/1/2013

2. APPOINTMENT OF STAFF

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Denise Knapp Rossilli	Instructor, Human Services	01/23/2013	\$36,000 (pro-rated)

Note: This is a replacement for Vanessa Van Orden.

Joseph Pascale	Writing Center Coordinator	01/23/2013	\$40,000 (pro-rated)
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Note: This is an approved position.

Alexa Beshara	Associate Dean of Research & Planning	01/23/2013	\$75,000 (pro-rated)
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Note: This is a replacement for Kris Krishnan

Mirta Tejada	Interim Associate Dean of Humanities & Social Sciences	01/23/2013	\$86,500 (pro-rated)
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Note: This is an interim assignment.

3. TEMPORARY ASSIGNMENTS

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Jacob Rosen	Instructor, Math	01/23/2013 05/20/2013	\$18,000 (pro-rated)

Note: This is a temporary full time non tenure track faculty position.

John Nutakor	Instructor, Physics	01/23/2013 05/20/2013	\$18,000 (pro-rated)
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Note: This is a temporary full time non tenure track faculty position.

Rafael Rodriguez	Instructor, Computer Technology	01/23/2013 05/20/2013	\$18,000 (pro-rated)
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Note: This is a temporary full time non tenure track faculty position.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Richard Albanese	Instructor, Culinary Arts	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			
George Conte	Instructor, Baking/Pastry	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			
Jeffrey Chait	Instructor, Business	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			
Johanna Van Gendt	Instructor, ESL	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			
Alina Poliakaite	Instructor, ESL	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			
Michael Grinberg	Instructor, Math Academic Foundations	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			
Mary Daane	Instructor, English Academic Foundations	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			
Emma Sheffield	Instructor, English Academic Foundations	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			
Brian Plunkett	Instructor, English Academic Foundations	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			
Carole Bruzzano	Instructor, English	01/23/2013 05/20/2013	\$18,000 (pro-rated)
Note: This is a temporary full time non tenure track faculty position.			

4. MODIFICATIONS OF STAFFING TABLE FOR FY13

REPORTS/BACKGROUND

ADD TITLE:

Health Professions Employment Coordinator (Grant Funded)

**5. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES:
JANUARY 22, 2013 – JUNE 30, 2013.**

Last Name	First Name	Department	Title
Abdelaziz	Marwa	ADJ Academic Support Services	Tutor
Agustin	Allen Marie	ADJ Academic Support Services	Tutor
Akhadov	Anvarjon	ADJ Academic Support Services	Tutor
Alcantara	Amanda	ADJ Academic Support Services	Tutor
Alexandre	Marsha	ADJ Academic Support Services	Tutor
Costa	Jose	ADJ Academic Support Services	Tutor
Espinal	Andrea	ADJ Academic Support Services	Tutor
Garcia	Julissa	ADJ Academic Support Services	Tutor
Gochuico	Carlo	ADJ Academic Support Services	Tutor
Hong	Nina	ADJ Academic Support Services	Tutor
Jeong	Eunsu	ADJ Academic Support Services	Tutor
Nash	Askia	ADJ Academic Support Services	Tutor
Patel	Dhruv	ADJ Academic Support Services	Tutor
Wade	El Hadji Rawane	ADJ Academic Support Services	Tutor
Zguiour	Rachid	ADJ Academic Support Services	Tutor
Novicki	Alan	Academic Foundations	SI Tutor
Patel	Ronak	Academic Foundations	SI Tutor
Fenellon	Daniel	Community Education	Instructor
Frink	Nayia	Heath, Science & Technology	Student Assistant
Collado	Jeremy	IT	Lab Assistant
Khalil	Amira	IT	Lab Assistant
Khilla	Maykel	IT	Lab Assistant
Martinez	Gisbell	IT	Lab Assistant
Porras	Daniela	IT	Lab Assistant
Behman	Natalie	Non Credit Programs	Instructor

Introduced by: Karen Fahrenholz

Seconded by: Bakari Lee

7 Ayes.....0 Nays

Resolution Adopted

IX. ACADEMIC AND STUDENT AFFAIRS

**1. Implementation of a Revised Degree Program: Associate in Applied Science
– Health Information Technology**

Introduced by: Joanne Kosakowski

Seconded by: James Fife

7 Ayes.....0 Nays

Resolution Adopted

X. NEW BUSINESS

1. Mission Statement

Introduced by: Bakari Lee
Seconded by: Karen Fahrenholz
7 Ayes.....0 Nays Resolution Adopted

2. Position Eliminated Due to a Reduction In Programs

Introduced by: Bakari Lee
Seconded by: James Fife
7 Ayes.....0 Nays Resolution Adopted

3. Committee Appointments Announced by Chairman Netchert

STANDING COMMITTEES:

EXECUTIVE COMMITTEE

William Netchert (Chair)
Bakari Lee (Vice Chair)
Karen Fahrenholz (Secretary & Treasurer)

ACADEMIC & STUDENT AFFAIRS COMMITTEE

Karen Fahrenholz (Chair)
Shannon Gallagher, Student Alumni Representative
Roberta Kenny
Jeannette Peña
Adrienne Sires

FACILITIES COMMITTEE

William J. Netchert (co-Chair)
Adrienne Sires (co-Chair)
James Fife
Alfred Zampella

FINANCE COMMITTEE

Bakari Lee, (Chair)
Katia Stack
Alfred Zampella

PERSONNEL

James Fife (Chair)
Karen Fahrenholz
Joanne Kosakowski

COLLEGE COMMENCEMENT COMMITTEE

Bakari Lee, Trustee Liaison to College Committee
Katia Stack, Trustee Liaison to College Committee
Shannon Gallagher, Student Alumni Representative

FOUNDATION LIAISON

Karen Fahrenholz

AD HOC Committees will be formed as needed.

XI. ADJOURNMENT 6:00 P.M.

Introduced by: James Fife
Seconded by: Karen Fahrenholz
7 Ayes.....0 Nays Resolution Adopted

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 19, 2013**

VII. FISCAL, ADMINISTRATIVE, LEASE, AND CAPITAL RECOMMENDATIONS

1. Approval of FY 2012 Audit

REPORT/BACKGROUND:

During 2013 an Audit was conducted by Spire Group (Carr, Daley, Sullivan and Weir) for the fiscal year ended June 30, 2012.

A copy of the Audit/Financial Statements prepared by Spire Group was reviewed by the Finance Committee and HCCC Administration on Thursday, February 7, 2013 and a final copy was forwarded to the Board of Trustees.

RECOMMENDATION:

The President, the Administration, and the Finance Committee recommend that the Board of Trustees accept the FY 2012 Audit performed by Spire Group of Livingston, New Jersey.

2. Purchase Objet 3D Printer

REPORT/BACKGROUND:

The Hudson County Community College Grants Department and Humanities & Social Science have identified the need to purchase the Objet 24 3D printer. To best serve HCCC students through the acquisition of instructional technology, the HCCC Grants Office is proposing to purchase the necessary technology for the Arts lab in room 411 at 25 Pathside. The Perkins Grant for fiscal 2013 will be used to fund this purchase.

Objet Geometries, Inc. of Billerica, Maine is the sole manufacturer of the 3D printer.

The HCCC Grants Department has solicited quotes from two Objet approved resellers CADD Edge of Westborough, Ma. \$31,980.00 and PCS Engineering, Inc. of Timonium, Md. \$34,450.00.

The Chief Information Officer recommends this purchase.

RECOMMENDATION:

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve the purchase of Objet 24 3D printer for Humanities & Social Sciences, from CADD Edge, of Westborough, MA, at a total cost not to exceed \$31,980.00. This purchase is Grant funded.

3. Culinary Arts Department Appliance Service Contractor

REPORT/BACKGROUND:

The College Culinary Arts Department needs a service and repair vendor for any needed repairs and/or service on their equipment. This is a two (2) year contract.

A bid request was advertised on line on Wednesday, December 05, 2012 and two (2) bid packages were requested and two (2) bids were received and opened on Thursday, December 20, 2012.

The results were as follows:

<u>VENDOR</u>	<u>LOCATION</u>	<u>COST PER HOUR</u>
Malachy Mechanical	Bayonne, NJ	Refrigeration \$79.00 per Hour Gas Appliances \$79.00 per Hour Electric \$79.00 per Hour Miscellaneous \$79.00 per Hour (plus cost of parts)
Jay Hill	Fairfield, NJ	DISQUALIFIED

RECOMMENDATION:

The President, the Administration and Finance Committee recommend that the Board of Trustees approve Malachy Mechanical of Bayonne, New Jersey as the vendor for the service and repair of all Culinary Arts Appliances for two (2) years. This item is being funded through the operating budget. This contract is awarded pursuant to a fair and open process.

4. Purchase of Apple iPad & Cart

REPORT/BACKGROUND:

The Hudson County Community College Grants Department, Health, Science & Technology and the CASS Department have identified the need to purchase ninety (90) iPad's and three (3) carts, to best serve HCCC students through the acquisition of instructional equipment/supplies. The Perkins Grant for fiscal 2013 will be used to fund this purchase.

The HCCC Grants Department has solicited a quote from Apple, Inc. indicating the total cost to be \$49,019.85.

The Chief Information Officer recommends this purchase.

RECOMMENATION:

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve the purchase of (90) iPad's and (3) carts from Apple, Inc., at a cost not to exceed \$49,019.85. This contract is awarded from the State vendors list, State Contract #70259.

5. College's Campus-Wide Virtualized Disaster Recovery

REPORT/BACKGROUND:

Hudson County Community College (HCCC) has virtualized its ERP (Ellucian/Colleague) production environment, including email (Exchange) and its web page. It is critical that these systems and its virtualized environment be protected with a Disaster Recovery solution.

Terremark, a Verizon Company, will provide Hudson County Community College with a cloud-based Disaster Recovery solution, which gives the College the protection we are looking for from a Disaster Recovery event. ITS is working with Verizon to provide us with the software and support our Disaster Recovery needs. ITS also looked at Ellucian and NJEdge. Ellucian came in at over \$300,000.00 annually. NJEdge would require us to provide and support our own hardware in their rack.

ITS is supporting and recommending the selection of Verizon, for the above reason and also the following:

- Verizon will host all of our software at their designated recovery site.
- Back up our data on a daily basis, with their software, to the alternate site.
- Verizon is currently the vendor on site that provides us with our internet and communications internally and externally.
- Verizon (Terremark) a recognized leader in data storage, data protection, and data availability.
- Verizon has the expertise of supporting a virtualized environment that our ERP is currently processing on.
- Installation cost of \$14,500.00 is waved, no charge to HCCC.

The Chief information officer recommends Terremark, a Verizon Company, at a 36 month cost of \$225,341.04 (Monthly cost is \$6,103.04; \$5,631.00 is a Non-Recurring Charge).

RECOMMENDATION:

The President, the Administration, and the Finance Committee of the Board of Trustees recommend that the Board of Trustees approve Terremark, a Verizon Company of Herndon, VA, to provide the Virtualized Disaster Recovery at the cost of \$225,341.04 for thirty six (36) months, to be funded from the operating budget.

6. Purchase of Brightlink Interactive LCD Projectors with Installation

REPORT/BACKGROUND :

Hudson County Community College has identified a need for additional projectors for the D and F buildings. To best serve HCCC students through the acquisition of instructional and support technology, HCCC is proposing to purchase the equipment necessary to add technology in the classroom.

The HCCC ITS Department has solicited two competitive quotes from Office Business Systems and Metcom Inc., with Office Business Systems bidding lower for a grand total of \$13,710.00

The Chief Information Officer recommends this purchase.

RECOMMENDATION:

The President, the Administration, and the Finance Committee recommend that the Board of Trustees approve the purchase 6 BrightLink Interactive Projectors with installation from Office Business Systems of Lincoln Park, New Jersey, at a cost not to exceed \$13,710.00. This contract is awarded from the NJ State Contract Cisco WSCA M7000. This will be funded through the Health, Science & Technology operational budget.

7. Purchase of Extended Service Agreements for Cisco Smartnet Devices

REPORT/BACKGROUND:

There is a need to purchase a service agreement of CISCO Smartnet for CISCO Devices that HCCC I.T.S. maintains for both Campuses (JS and NHHEC). The HCCC I.T.S. department has solicited two (2) competitive quotes from Office Business Systems and CDW Government. The lowest quote is from Office Business Systems of Lincoln Park, New Jersey, at a cost not to exceed \$18,440.00. This contract is awarded from the N.J. State Contract Cisco WSCA M700. This will be funded through the Information Technology Services' operating budget.

The Chief Information Officer recommends this purchase.

RECOMMENDATION:

The President, the Administration and the Finance Committee recommend that the Board of Trustees approve the purchase of the service agreement of CISCO Smartnet from Office Business Systems of Lincoln Park, New Jersey, at a cost not to exceed \$18,440.00. This contract is awarded from the N.J. State Contract Cisco WSCA M700. This will be funded through the Information Technology Services' operating budget.

RESOLUTION:

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees approve the recommendations of the President, the Administration, and the Finance Committee as outlined above in **Item VII. Fiscal, Administration, Lease and Capital Recommendations 1 – 7:** 1) Approval of FY 2012 Audit; 2) Purchase of 3D Printer; 3) Culinary Arts Department Appliance Service Contractor; 4) Purchase of Apple iPad & Cart; 5) College's Campus-Wide Virtualized Disaster Recovery; 6) Purchase of Brightlink Interactive LCD Projectors with Installation; and 7) Purchase of Extended Service Agreements for Cisco Smartnet Devices.

INTRODUCED BY: Bakari Lee

SECONDED BY: James Fife

DATE: February 19, 2013

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

7 Ayes..... 0 Nay

RESOLUTION ADOPTED

Jennifer Oakley
Signature of Recorder

2-19-13
Date

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 19, 2013**

VIII. PERSONNEL RECOMMENDATIONS

1. RESIGNATIONS

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Toni S. Taylor	HHS Site Coordinator	2/8/2013

RECOMMENDATION:

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

2. APPOINTMENT OF STAFF

REPORTS/BACKGROUND

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Duane Williams	Director, Advisement & Counseling	2/20/2013	\$57,000 (pro-rated)

Note: This is a replacement for Rose Mercado.

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. 2.

3. TENURE APPOINTMENTS- EFFECTIVE ACADEMIC YEAR 2013-2014:

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 2013-2014.

Alison Friars
Ara Karakashian
Salim Bendaoud
Kewal Krishan
Monica Chappilliquen
Maria Schirta

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Tenure Appointments effective Academic Year 2013-2014 above as Personnel Recommendation Item No. 3.

4. APPOINTMENT OF ADDITIONAL NEW & CONTINUING PART-TIME HIRES: FEBRUARY 20, 2013– JUNE 30, 2013.

Last Name	First Name	Department	Title
Espinal	Andrea	ADJ Academic Support Services	Tutor
Patel	Mohni	ADJ Academic Support Services	Tutor
Willbrink	Mica	Dean of Arts & Science	Office Assistant
Ahmad	Muna	Enrollment Services	Student Ambassador
Yasin	Zarqa	Enrollment Services	Student Ambassador
Ilyas	Asma	Enrollment Services	Student Ambassador
Awad	Vivian	Enrollment Services	Student Ambassador
Chaudhry	Masood	Enrollment Services	Student Ambassador
Garcia	Caroline	Financial Aid	Financial Aid Assistant
Perez	Milta	Financial Aid	Financial Aid Assistant
Zohra	Amkouk	Financial Aid	Financial Aid Assistant
Cortez	Benjamin	IT	Lab Assistant
Guevara	Ramon	IT	Lab Assistant
Rodriguez	Anderson	IT	Lab Assistant
Victorio	Angelica	IT	Lab Assistant
Rubi	Frank	IT	Lab Assistant

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the above Additional New Part-time Assignments as Personnel Recommendation Item No. 4.

5. APPOINTMENT OF ADJUNCT FACULTY FOR SPRING 2013

LAST NAME	FIRST NAME	DEPARTMENT
FLAHERTY	JOHN	Academic Foundations
LAKSIMI-MORROW	SAKINA	Academic Foundations
RAHIMI	KOBRA	Academic Foundations
WILLOUGHBY-LITTLE	SHAKIRA	Academic Foundations
KREISEL	HARRIET	ESL
MATSUDA	JENNIFER	ESL
WISNIEWSKI	ELIZABETH	ESL
ZIELINSKI	LAUREN	ESL
SIDDIQUI	LORI	Health, Science and Technology

WABARA	MALCOLM	Health, Science and Technology
BAYUGA	GEORGE	Humanities and Social Sciences
DELPOZZO	JILL	Humanities and Social Sciences
DOMINGO	ELAINE	Humanities and Social Sciences
ESTEY	ARLENE	Humanities and Social Sciences
EHRSAM	ANNA	Humanities and Social Sciences
HARWIN	MELISSA	Humanities and Social Sciences
LONON	JULIE	Humanities and Social Sciences
MEDINA	DANIELA	Humanities and Social Sciences
TAYLOR	SCOTT	Humanities and Social Sciences
TRUITT	TRENTON	Humanities and Social Sciences

RECOMMENDATION:

The President, the Administration and the Personnel Committee recommend that the Board of Trustees approve the Appointment of Adjunct Faculty for Spring 2013 listed above as Personnel Recommendation Item No. 5.

RESOLUTION:

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 1-5:** (1) Resignations, (2) Appointment of Staff, (3) Tenure Appointments Academic Year 2013-2014, (4) Appointment of Additional New Part-Time Hires, and (5) Appointment of Adjunct Faculty for Spring 2013.

INTRODUCED BY:

James Fife

SECONDED BY:

Alfred Zampella

DATE:

February 19, 2013

Fahrenheit, Karen
Fife, James
Kenny, Roberta
Kosakowski, Joanne
Lee, Bakari
Peña, Jeanette
Sires, Adrienne
Stack, Katia
Zampella, Alfred
Netchert, William, Chair

AYE
AYE
AYE
AYE
AYE
ABSENT
ABSENT
ABSENT
AYE
AYE

7 Ayes..... 0 Nay

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

Signature of Recorder

Date

James Fife *2-19-13*

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 19, 2013**

IX. ACADEMIC AND STUDENT AFFAIRS

None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 19, 2013**

X. NEW BUSINESS - None

**HUDSON COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 19, 2013**

XI. ADJOURNMENT

THAT, the meeting be adjourned at 6:40 P.M.

INTRODUCED BY: Karen Fahrenholz

SECONDED BY: James Fife

DATE: February 19, 2013

Fahrenholz, Karen	<u>AYE</u>
Fife, James	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Kosakowski, Joanne	<u>AYE</u>
Lee, Bakari	<u>AYE</u>
Peña, Jeanette	<u>ABSENT</u>
Sires, Adrienne	<u>ABSENT</u>
Stack, Katia	<u>ABSENT</u>
Zampella, Alfred	<u>AYE</u>
Netchert, William, Chair	<u>AYE</u>

7 Ayes..... 0 Nay
*****RESOLUTION ADOPTED*****

Signature of Recorder

Date